



**Cochrane**  
**Training**

Learning *Live*

The webinar will begin soon

## RevMan Web: a practical guide for editorial teams

**For Cochrane Review Group editorial staff**

If you are a review author, please click to leave this webinar, and watch the author-focused webinar recording at the link in the chat box below.

If you have specific queries about RevMan Web, please email [support@cochrane.org](mailto:support@cochrane.org)

## RevMan Web: a practical guide for editorial teams

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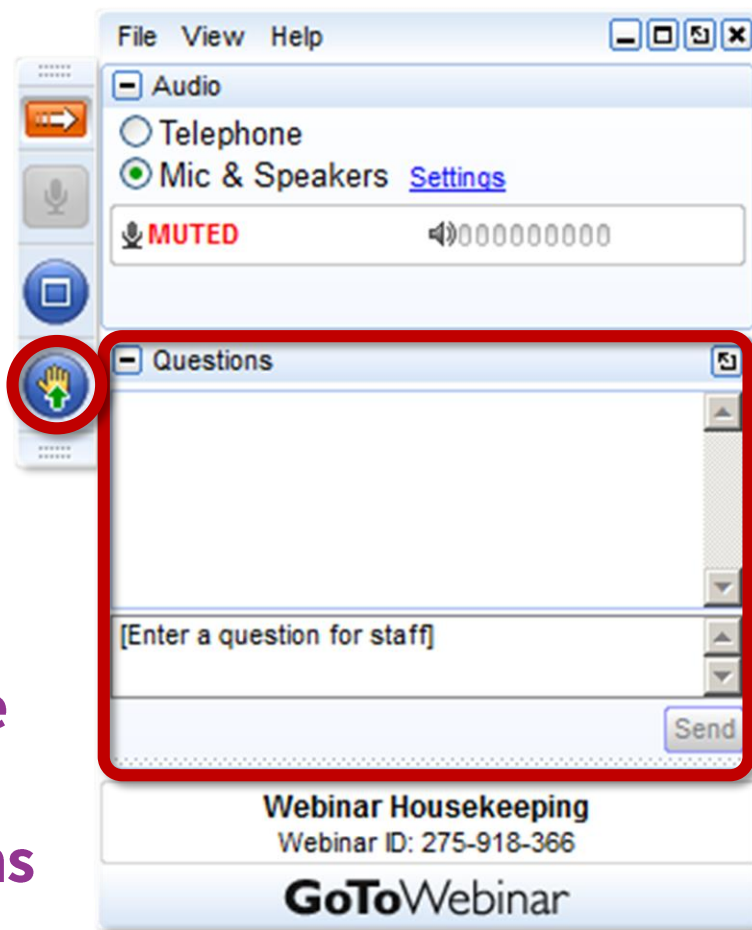
We have no Conflicts of Interest to declare.

# Session plan

Managing the editorial process in RevMan Web

- View the latest version of a review in RevMan Web
- Find out which of your group's reviews are available in RevMan Web
- Understand the similarities and differences between reviews in RevMan Web and RevMan 5
- Edit and amend a review in RevMan Web
- Find and use the guidance and support available for RevMan Web users





Please raise  
your hand to be  
unmuted for  
verbal questions  
or comments

Submit your  
questions and  
comments using  
the Questions  
panel

## Quick introductory poll

How would you rate your experience of working with RevMan Web?

- A) I haven't looked at RevMan Web yet
- B) I've looked at RevMan Web, but haven't worked with it
- C) I've tried working on a practice review
- D) I've used RevMan Web to edit a live Cochrane Review



# Accessing a review in RevMan Web

- How to ...
  - [access a review in RevMan Web](#)
  - [understand how RevMan Web differs from RevMan 5](#)
  - [make a review available in RevMan Web](#)
  - [recognise the Archie properties and version history of reviews in RevMan Web](#)
  - [check in a version from RevMan Web](#)
  - [simultaneous editing and saving changes](#)
  - [search for reviews available in RevMan Web](#)
  - [amend author details for a review byline](#)
- [RevMan Web Knowledge Base](#)
- [Training reviews](#)

# Edit and amend a review in RevMan Web

- [Tracked changes](#)
- [Search and find](#)
- [Find and replace](#)
- [Split screen](#)
- [Spell check](#)
- [Notes](#)
- [References](#)
- [Figures](#)
  - [PRISMA](#)
- Moving appendices
- [Footnotes in Characteristics of studies tables](#)





# Reasons for choosing RevMan Web

- Avoids download and installation problems with RevMan 5
  - Offline mode tabled for development
- Access from any device
- Easy to load large reviews
- Improvements being made all the time – continually evolving



**Any questions?**



# What is new in RevMan Web and what is planned?

- Catching up with RevMan 5
- New features
- The RevMan Web roadmap



# Catching up with RevMan 5

- Full-text view that allows reading the whole article AND find in all Text sections, Summary of Findings and Study characteristics (References and Risk of Bias to be added)
- Navigate easily between references and studies
- Validation report (60% completed; more rules released every week) (see <https://documentation.cochrane.org/revman-kb/working-with-the-review/how-to-use-the-validation-report-in-the-review>)

## New features

Features with the aim to increase the quality of reviews and shorten the time to produce them.

- Study-centric data [pilot]
- Risk of Bias 2 [pilot]
- GRADEpro integration [launched last week]

Enabling new features mean you can no longer check out the review in RevMan 5.

Email [support@cochrane.org](mailto:support@cochrane.org) if you want to enable these integrations or if you have any queries.

## RevMan Web roadmap

Personal

 Public

 RH

### Now

GRADEpro integration

Validation report

Create figures without RevMan 5 dependency

Edit and find risk of bias content in full-text view

Edit and find reference content in full-text view

### Next

Blockers for RevMan 5 retirement

Remove blockers due to publishing

Risk of Bias 2 improvements

Contrast level data [study-centric]

Intervention lumping [study-centric]

### Future

Covidence integration

Offline editing

Network meta-analysis

Related outcomes [study centric]

Support for non-Cochrane reviews

Support for non-intervention reviews

Content strategy implications

## Useful resources

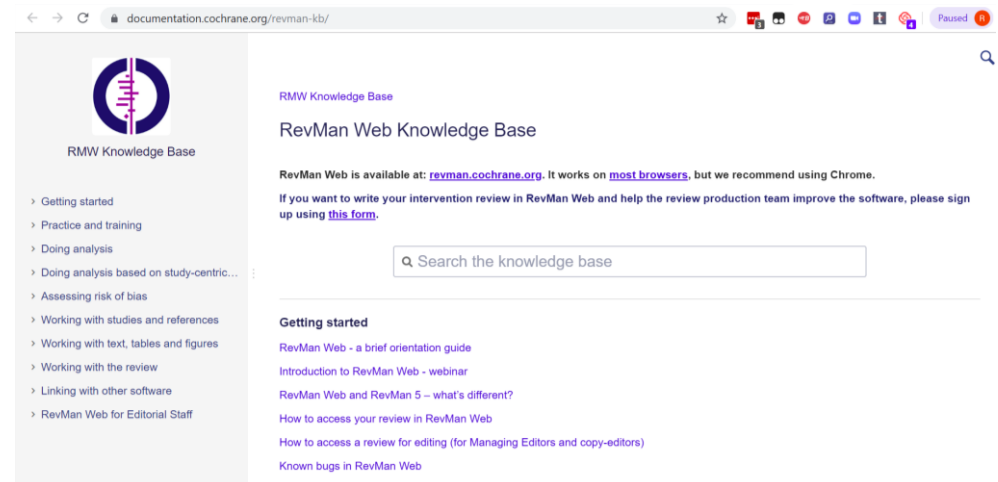
The RevMan Web Knowledge base  
How can I request new features?  
I found an issue. How can I report it?



# RevMan Web Knowledge base

<https://documentation.cochrane.org/revman-kb>

- How-to articles
- Differences between RevMan 5 and RevMan Web
- Specific section for editorial staff





## Request new features

- Contact [revman@cochrane.org](mailto:revman@cochrane.org)
- Go to the Community website and fill in the Suggestion form

### Title of the suggestion \*

Keep it short but informative, e.g. 'Another way to move study from included to excluded'

### Suggestion description

Describe your suggestion in free text including why it is needed and how important it is

### Suggestion as value statement

Describe your suggestion focusing on what value it would bring for you as a user.

E.g. **In order to** manually import all my references saved in EndNote into RevMan Web  
**as an** author starting to work on a review

**I want to** bulk import references from a RIS file to a Classification pending under Other references

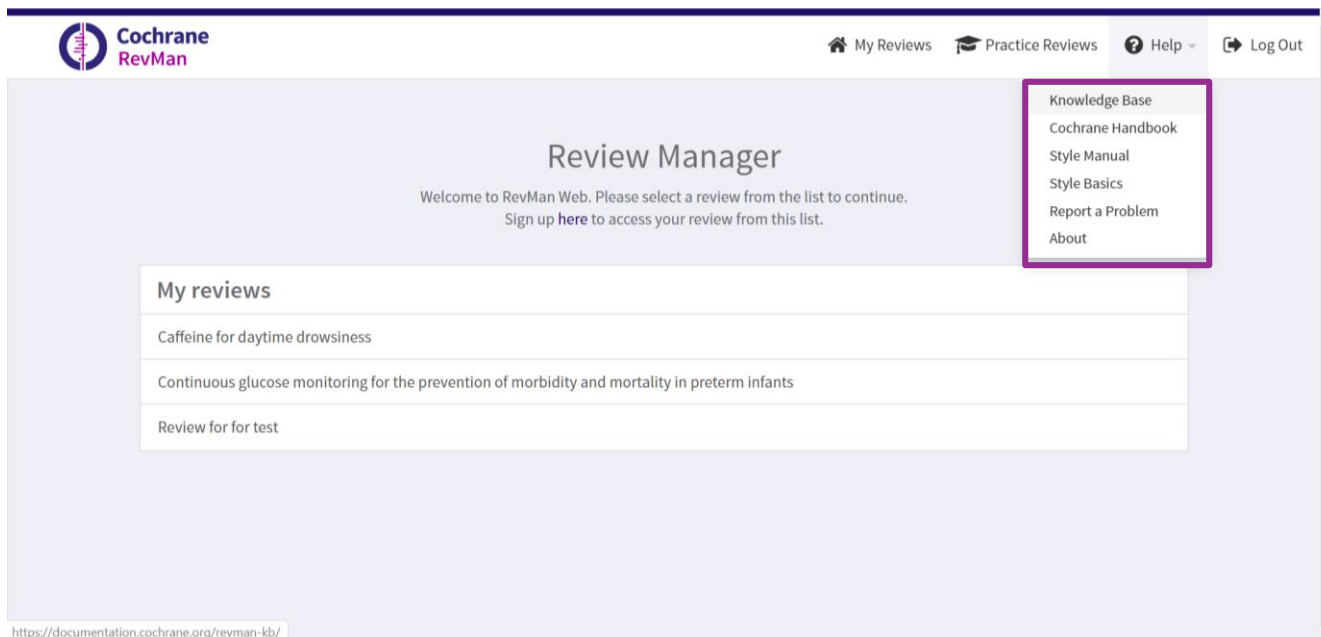
### In order to

### As a

### I want to



# Training and support



The screenshot displays the Cochrane RevMan web interface. At the top, the Cochrane RevMan logo is on the left, and navigation links for 'My Reviews', 'Practice Reviews', 'Help', and 'Log Out' are on the right. The main content area is titled 'Review Manager' and includes a welcome message: 'Welcome to RevMan Web. Please select a review from the list to continue. Sign up [here](#) to access your review from this list.' Below this is a section titled 'My reviews' containing a list of three reviews: 'Caffeine for daytime drowsiness', 'Continuous glucose monitoring for the prevention of morbidity and mortality in preterm infants', and 'Review for for test'. A dropdown menu is open under the 'Help' link, showing options: 'Knowledge Base', 'Cochrane Handbook', 'Style Manual', 'Style Basics', 'Report a Problem', and 'About'. The 'Knowledge Base' option is highlighted with a purple border. At the bottom left, the URL 'https://documentation.cochrane.org/revman-kb/' is visible.

**Cochrane RevMan**

My Reviews Practice Reviews Help Log Out

## Review Manager

Welcome to RevMan Web. Please select a review from the list to continue.  
Sign up [here](#) to access your review from this list.

### My reviews

- Caffeine for daytime drowsiness
- Continuous glucose monitoring for the prevention of morbidity and mortality in preterm infants
- Review for for test

- Knowledge Base
- Cochrane Handbook
- Style Manual
- Style Basics
- Report a Problem
- About

<https://documentation.cochrane.org/revman-kb/>

**Any questions?**





# Thanks for taking part

- **We value your input:**
  - Look out for an email with a link to an evaluation form
  - Join us in Cochrane forums:  
<https://forums.cochrane.org/c/technology/revman-web>
- **Ongoing support:**
  - Tweet us @cochranetrain, #cochranelearninglive
  - Email [support@cochrane.org](mailto:support@cochrane.org)
- **Upcoming events:**
  - <https://training.cochrane.org/cll-webinars>