

Abstract
Train the Trainers Workshop
Melbourne Colloquium 2005

1. **Title:** Train the Trainers: Techniques for Training Systematic Reviewers

2. **Abstract Text**

a. **Objectives:**

The workshop will provide planners and instructors of workshops for training systematic reviewers with the knowledge and skills to organize and to lead a successful program. At the conclusion of the workshop, participants will be able to:

- i. Identify and access appropriate materials useful in teaching others how to start and complete a systematic review;
- ii. Decide on inclusion of program topics given time constraints;
- iii. Explain techniques for keeping small groups on task; and
- iv. Provide examples of how to explain and to demystify the review process.

b. **Description:**

Cochrane systematic reviews follow a particular methodology, and prospective reviewers need support in the processes of review development, revision, and completion. The facilitators of this workshop will share their techniques for planning and implementing successful training workshops for systematic reviewers. Topics will include: participants registration information needed to tailor materials; communication of complex concepts to novice reviewers; methods of encouraging input and feedback from participants; and facilitation and documentation of individual and group progress. The session will include a brief presentation, demonstration of interactive exercises such as how to facilitate protocol development within a small group, and discussion. Examples of program evaluation instruments will be distributed.