



Prioritizing Working Group meeting

Notes from the call on 5 October 2021

Link: [Click here to join the meeting](#)

1. REVIEW AGENDA AND ACTION ITEMS

- a. Ruth pointed working-group members to the notes and actions from previous meeting (see attachment 2)

2. LIST OF PRIORITY TOPICS

- a. Cristian walked the group through the current version of the spreadsheet (see attachment 3)
- b. ACTIONS:
 1. Ruth to add details about the PROSPERO searches to the spreadsheet
 2. All to review the draft text for researchers (e.g., to confirm that the messaging is clear about how researchers can think about making a review living) and the draft text for funders and submit any feedback within one week
 - a. Cristian to lead the editing of the draft text for researchers (by copying text from the webpage to a Word document and turning on track changes)
 - b. David to lead the editing of the draft text for funders (by copying text from the webpage to a Word document and turning on track changes)
 3. All to provide feedback about what data are presented online from the spreadsheet (e.g., (whether we colour code columns F and G to make it easier for researchers to distinguish syntheses that are lacking entirely versus syntheses that exist but may not fully address the topic, may be low quality, may be out of date, etc.)
 4. [Once the COVID-END database is fully searchable online] Cristian to add hyperlinks to the COVID-END searches to the spreadsheet and to the content available online
- c. Ruth reminded the group about where to find the existing text:
https://xerte.cahss.ed.ac.uk/play.php?template_id=2247

3. WORKING GROUP PAPER

- a. Deferred to the next meeting - Discuss a practice-type paper developed by the working group on the horizon scanning process

4. ANY OTHER BUSINESS