



<p>1. INTRODUCTIONS</p> <ul style="list-style-type: none"> a. Welcoming new working group members (if applicable) b. Notes from the last meeting 	5 min
<p>2. FOLLOW-UP ON ACTION ITEMS</p> <ul style="list-style-type: none"> a. Review terms of reference (see attachment 2) <p>Goal statement - ACTION item from co-chairs call under Sustaining WG update: Secretariat to review the terms of reference and discuss whether it would be helpful for all working groups to have a goal statement</p> <ul style="list-style-type: none"> b. Review resources and tools for evidence synthesis (see attachment 3) 	25 min
<p>3. ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> a. Digitizing group suggestion on <i>Coordinate across different databases so that they can share and speak across to each other to reduce need to search across multiple databases</i> <p>Users upload standardized file that can speak to and aggregate additional information from each additional portal in additional columns (as a minimum reduces data cleaning and aggregates all available information in one place). “Improve my RIS file” as upload standardized file and aggregator, with a standard that anything can be mapped to and identify where there is more information about that record in adjacent dataset. Process can be used to improve user’s file, improve standard and coordinate across portals to better inform standardized file. · COVID-END as unique testing ground to pilot ideas Pilot “improve my RIS file” process across portals (e.g. Epistemonikos, Cochrane as a start)</p> <ul style="list-style-type: none"> b. Work that can be taken on by student support 	15 min