

McMaster Forum Citizen Partners for Evidence Synthesis

Questions to guide citizen partners' feedback for reviews

1



Background and set up

- Does the background provide you with enough information to understand the policy issue or question that is being asked?

2



Key messages

- Do the key messages provide a high-level understanding of what the profile/synthesis found?
- After reading the full report, do you think the key messages focus on drawing the reader's attention to the right points?

3



Overview and gaps (what was found)

- Are gaps in the evidence identified clearly noted?
- Are there areas within the organizing framework or in the write up that you would have expected to see evidence or a greater emphasis based on your experience/understanding with the policy area?
- Do you have questions about any of the identified evidence or its findings?

4



Overall language and tone

- Keeping in mind evidence syntheses are often written for a government decision-makers, do you think the language is accessible?
- Do you have suggestions that would improve the clarity of the document for the reader?

5



Out-of-scope feedback

- Requests to include personal experiences and subjective conclusions.
- Requests that would require making changes to the specific style guide (for example: heading levels, page layouts, bullet points, spacing, fonts, how to display data, citations, etc.) This does not include grammar and typos.
- Please follow the Dropbox instructions to enter your feedback directly in the report by using the "Comments" button.

Thank you! Your feedback helps us produce clear, useful and decision-relevant evidence syntheses.

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