

RevRatio 1.0



User Manual

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# 1. Introduction

*RevRatio* is a tool specifically created for assisting researchers in performing systematic reviews. It allows easily adding and handling reference material from different sources, and provides a straightforward way of including and excluding references.

*RevRatio* supports searching online databases for directly importing references into the program. Search capabilities can easily be expanded by adding new database plugins.

## 1.1 System requirements

*RevRatio* will run on most modern computer systems.

A Windows installer package is supplied for convenience but it should be possible to compile and run the program on most systems meeting the minimum requirements:

- Java 1.4.2 runtime environment (SDK required for compiling)
- 500 MHz processor
- 128 MB RAM
- 5 MBs of free harddisk space (depending on database size)
- internet connectivity for online database access

## 2. Getting started

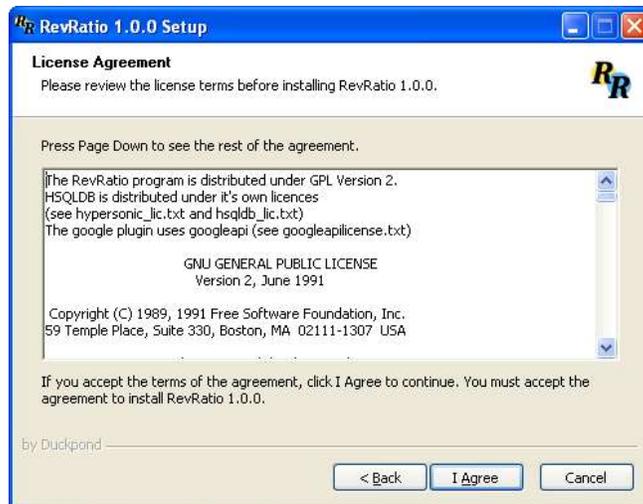
Following the instructions in this section lets you quickly set up and start using *RevRatio*.

### 2.1 Installing RevRatio

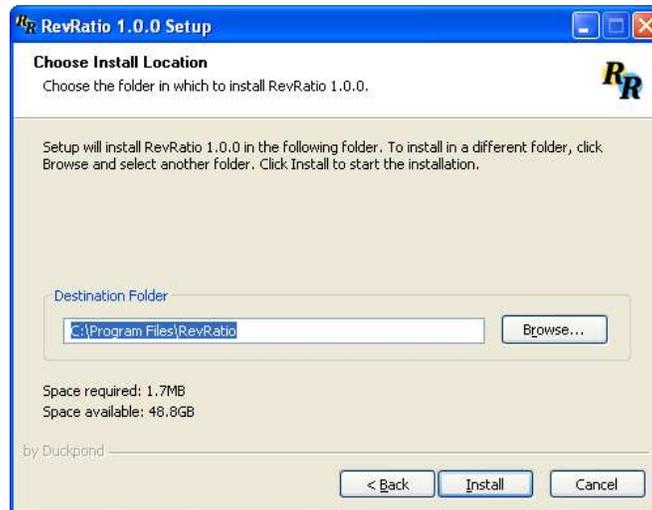
Download the *RevRatio* package (*RevRatio\_1.0.0\_setup.exe*) and execute it. Please note that the file name may vary. You will be presented with the following dialog:



Choose “**Next**”. A dialog showing you the license conditions of *RevRatio* will appear.



Read and understand the license agreement and choose “**I Agree**” to proceed.



Select a folder for your *RevRatio* program files. Please note that you must have write access to the folder. Choose **“Install”**.

If installation succeeds you will be presented with the following dialog:



Choose **“Finish”** to exit setup and launch *RevRatio*.

### 2.1.1 Installing additional plugins (optional)

If you have any additional database plugins you must manually place their class files in the **plugins** -subdirectory in the installation folder.

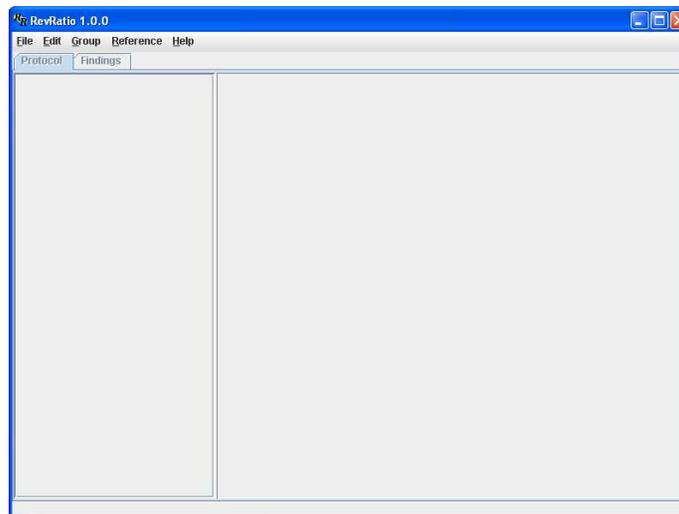
No other configuration is required. Any new plugin will be automatically loaded on startup.

## 2.2 Starting RevRatio

You can start the program by double-clicking the *RevRatio* desktop icon.



*RevRatio* should start up displaying an empty workspace.

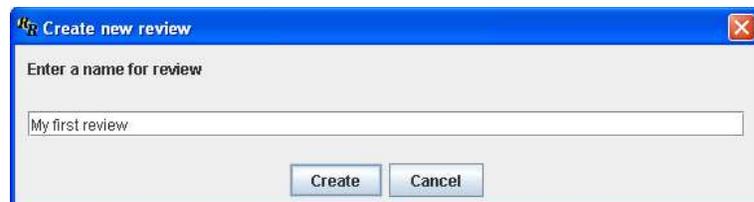


## 2.3 Creating a review

To create a new review choose “**File -> New**”.



Enter a title for your review.



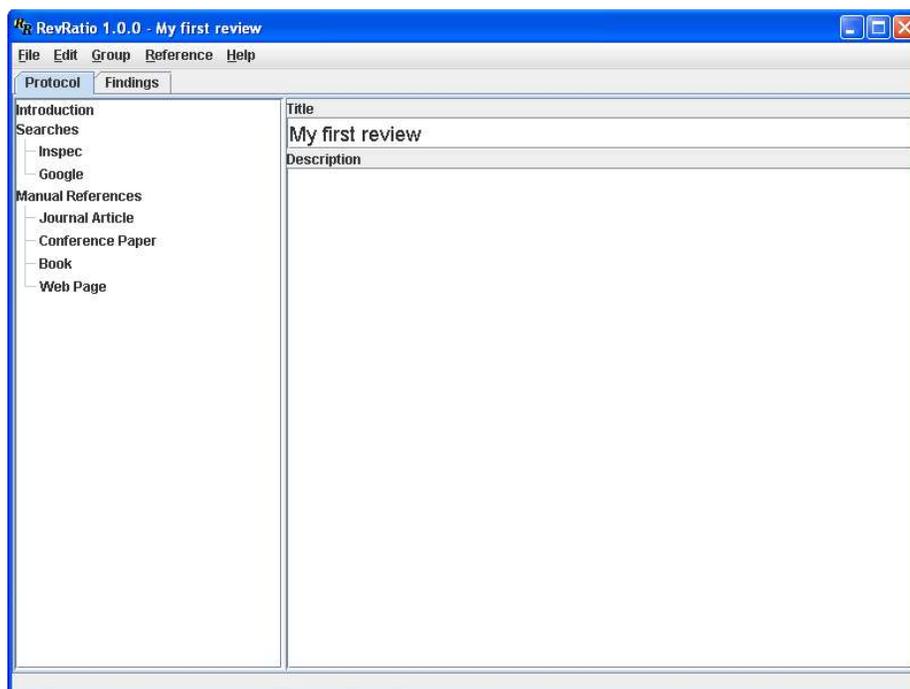
Choose “**Create**”.

The *RevRatio* workspace should open up displaying your newly created review.

## 2.4 The RevRatio workspace

The *RevRatio* workspace is divided into two main portions, the *protocol* view for defining searches and entering source material and the *findings* view for managing all entered references.

You may switch between these sections by choosing the appropriate tab as shown below.



The status bar at the bottom of the window shows the current state of *RevRatio* and indicates running unfinished searches.

### 2.4.1 The protocol view

The protocol view is split into two halves. You may choose actions by clicking on the appropriate section in the left-hand panel.

#### Introduction

This section lets you set the title of your review and enter some descriptive background information on the review you are conducting.

#### Searches

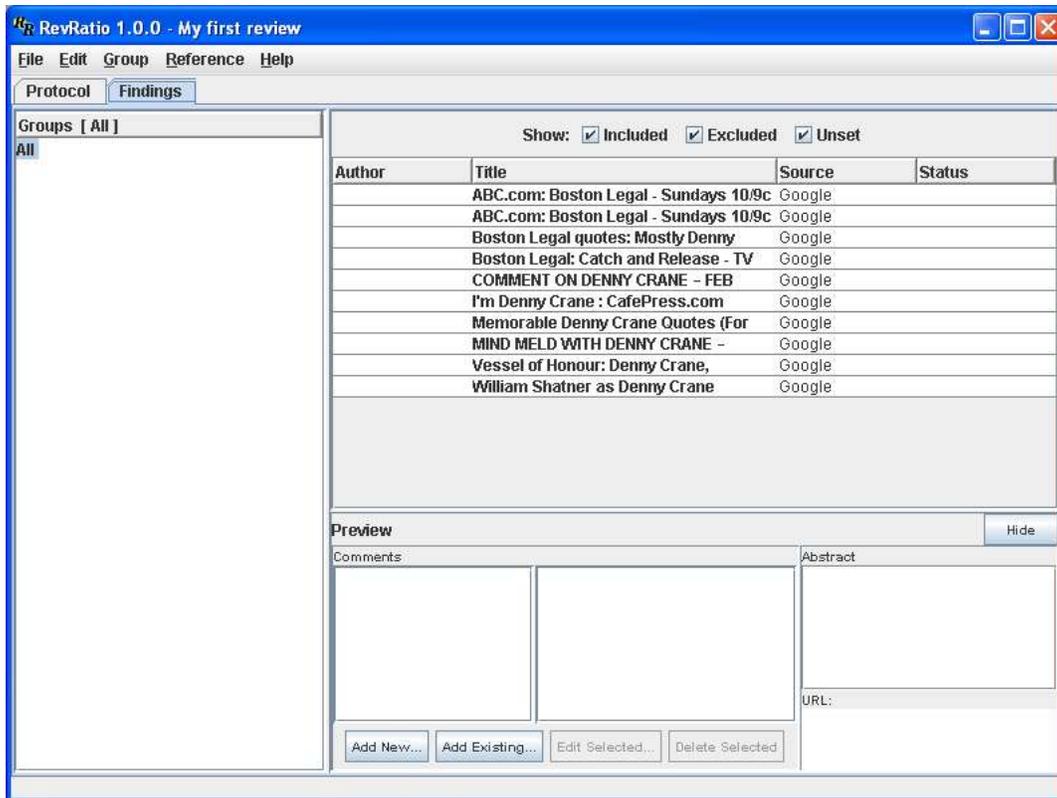
This sections holds all supported online databases. You may extend the list by adding appropriate search plugins.

## Manual references

Any systematic review will include a diverse set of source material. This section allows manually adding references of different type.

### 2.4.2 The findings view

The findings view is also split into two main halves.



The left-hand panel allows browsing through different reference groups. *RevRatio* supports creating a tree-like structure of user-defined groups for flexible classification and management of all references.

The right-hand panel holds a list of all references belonging to the currently selected group. There is also an optional preview pane, showing key reference properties.

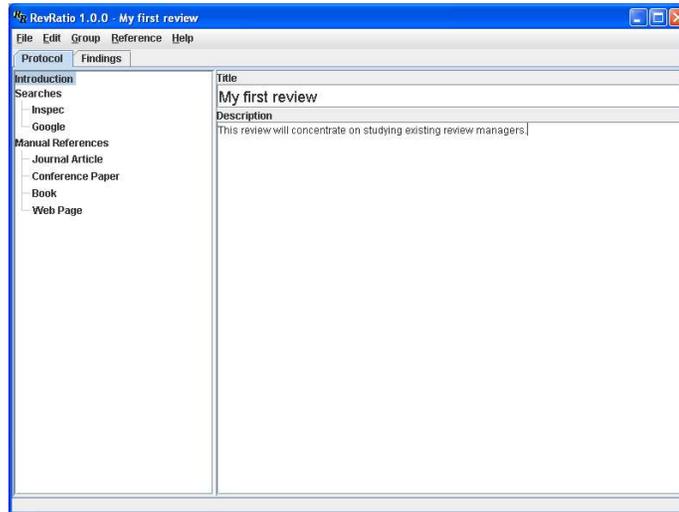
## 3. Using RevRatio

### 3.1 Defining the review protocol

The review protocol is defined in the protocol view. Here you may enter descriptive background information, define online database searches and enter references to other source material.

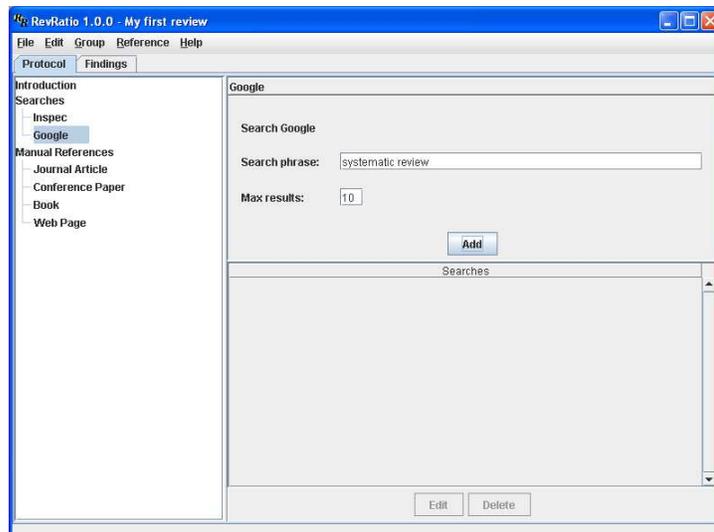
#### 3.1.1 Introduction

This section lets you rename the title of your review and enter some descriptive background information on the review you are conducting.



#### 3.1.2 Searching online databases

To conduct a search, choose the appropriate database in the left-hand panel and enter your search criteria in the right-hand panel. Click **"Add"**.

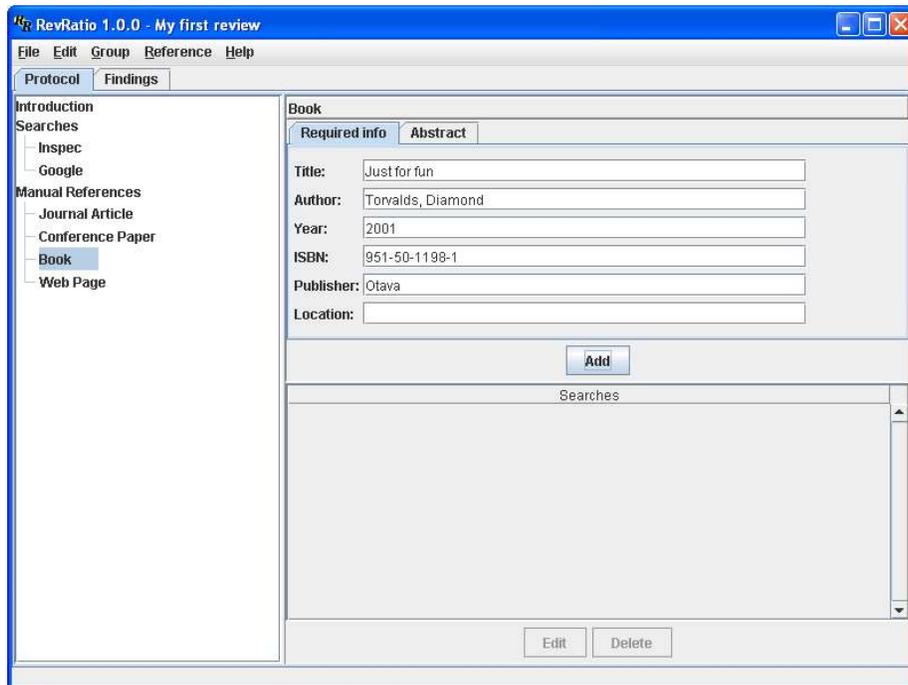


Note that online databases offer different features and some searches may provide you with more advanced search modes. Please refer to the corresponding plugin documentation.

Also, some databases may require you to configure them with a username and password or a license key. You will be prompted for any required information when the search is used for the first time.

### 3.1.2 Adding manual references

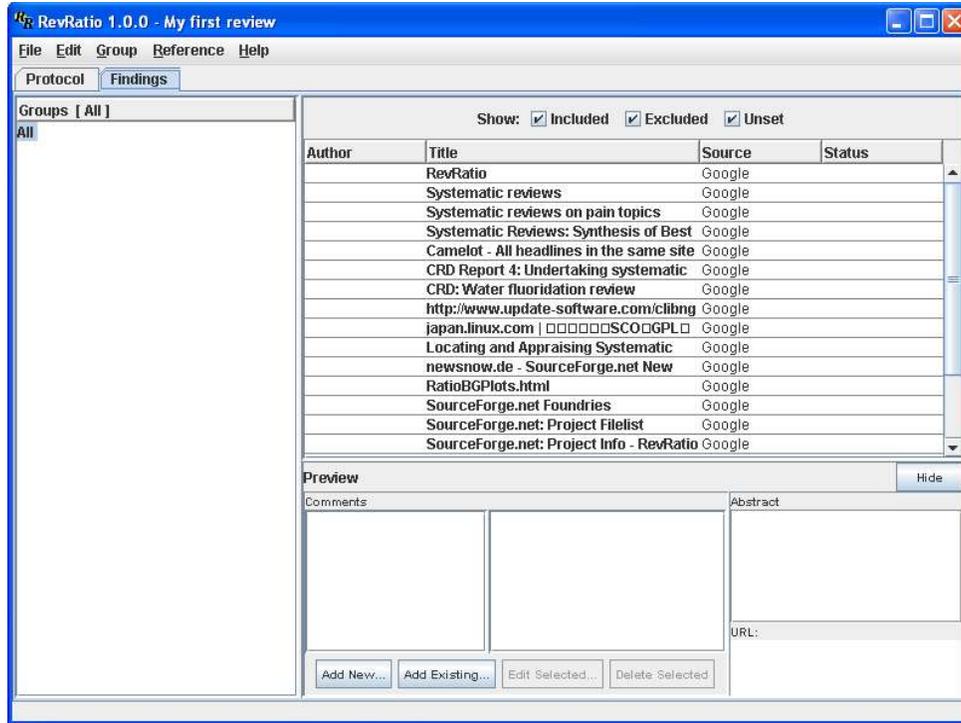
Manual references may be added by choosing the appropriate reference type in the left-hand panel. Enter key information in the “**Required info**” tab and click “**Add**”. Optionally, you may supply an abstract.



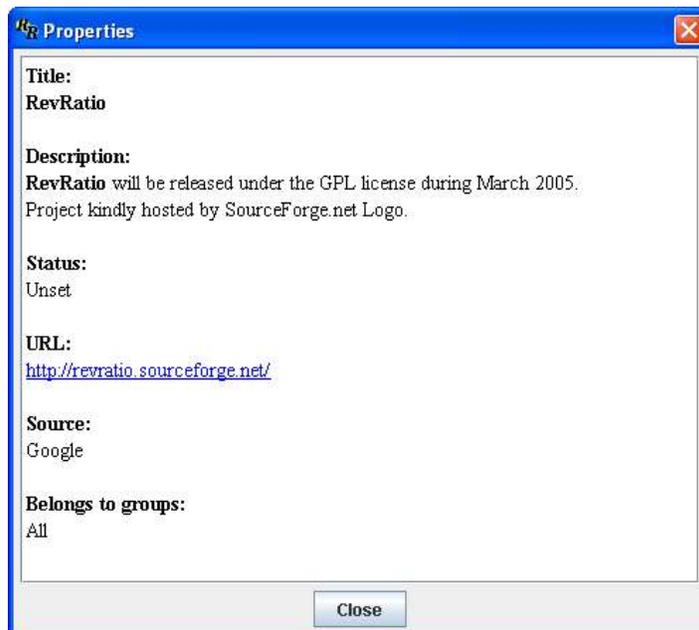
Please note that different fields will be available depending on the reference type.

### 3.2 Managing references

Database search results and manual references can be viewed and evaluated in the “Findings” view by choosing the corresponding tab.

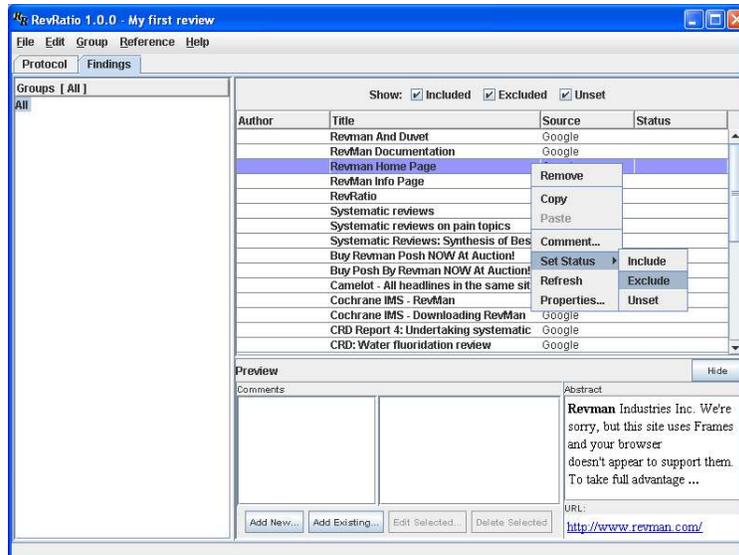


You can view the content of a reference by double-clicking it or by right-clicking and choosing “Properties”.



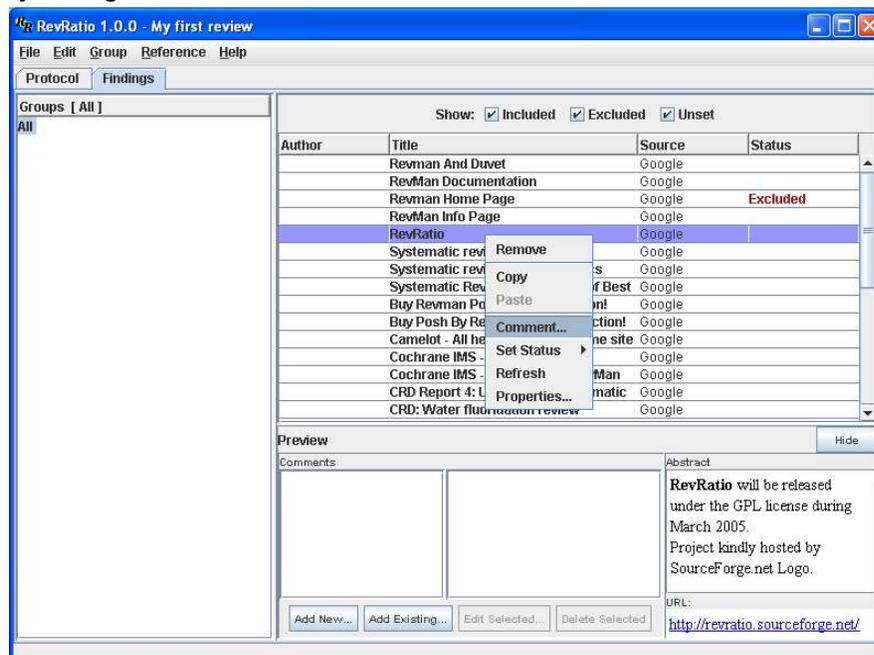
### 3.2.1 Including and excluding references

If you want to mark a reference for inclusion to or exclusion from the review, right-click the reference, choose **“Set Status”** and select the status you wish to set. Your selection should now be visible in the **“Status”** column for your selected reference.



### 3.2.2 Adding comments to references

You can easily add your comments to a reference by right-clicking it and choosing **“Comment”**. Enter your text in the empty dialog and choose **“Save”**.



Your comment should now be visible in the preview pane.

It is possible to add several comments to any one reference. Editing existing comments in the preview pane is possible by choosing the comment and clicking “**Edit selected**”.

### 3.2.3 Managing the reference list

The reference list displays four key fields, namely “**Author**”, “**Title**”, reference “**Source**” and inclusion “**Status**”. The list can be sorted by any one of these fields by clicking the corresponding column header.

By default, all references are displayed. By deselecting appropriate checkboxes above the list, it is possible to view for example only such references which are already marked for inclusion in the review.

### 3.2.4 The preview pane

The preview pane provides easy access to certain key fields of a reference. All comments are listed and the abstract as well as the URL of a document is displayed.

You may disable the preview pane and gain additional space for the reference list by clicking the “**Hide**” button.

### 3.2.5 Organizing references into groups

A powerful feature of *RevRatio* is allowing the user to organize references into groups. This simplifies managing and sorting out important references.

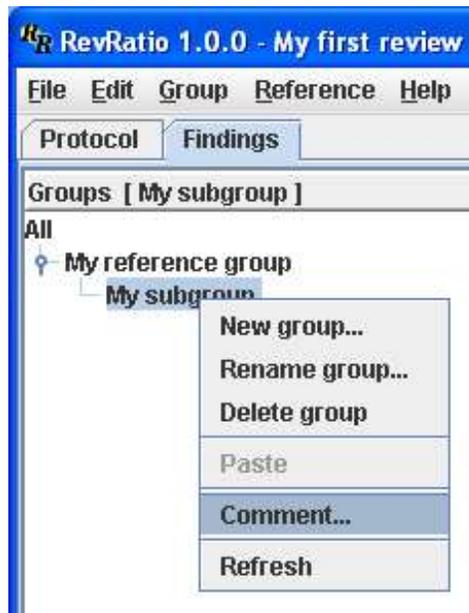
#### 3.2.5.1 Creating groups

To create a new group, right-click the group under which you want to create it and select “**New Group..**”. Enter a name for your group and choose “**Create**”.



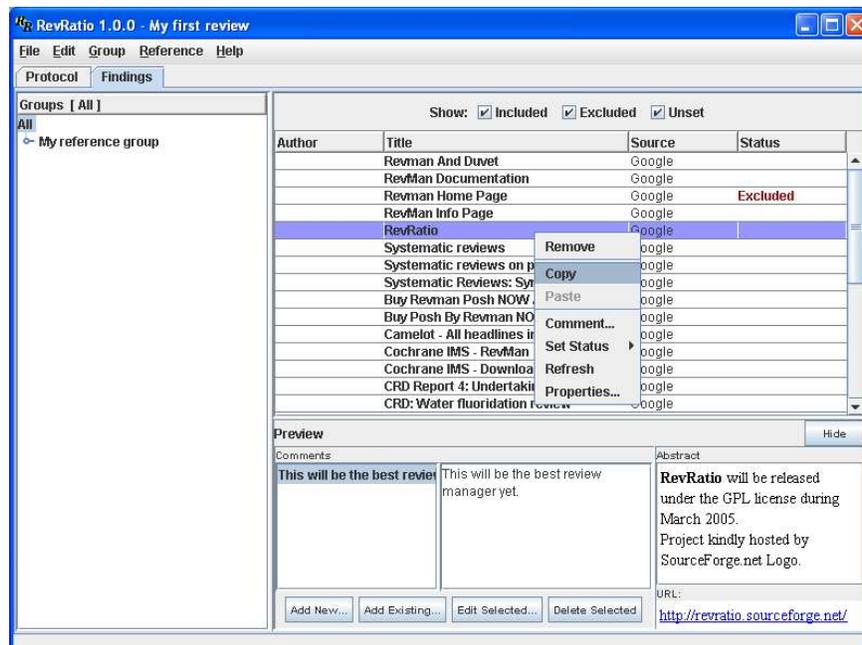
The new group will be created as a subfolder to the permanent group “All”, which always holds all references and can't be deleted.

It is quite possible to add several subfolders, creating a multi-level hierarchy of reference groups. Also, descriptive comments can be added.



### 3.2.5.2 Adding references to groups

When you want to assign a reference to a particular group, right-click the reference and choose “Copy”.

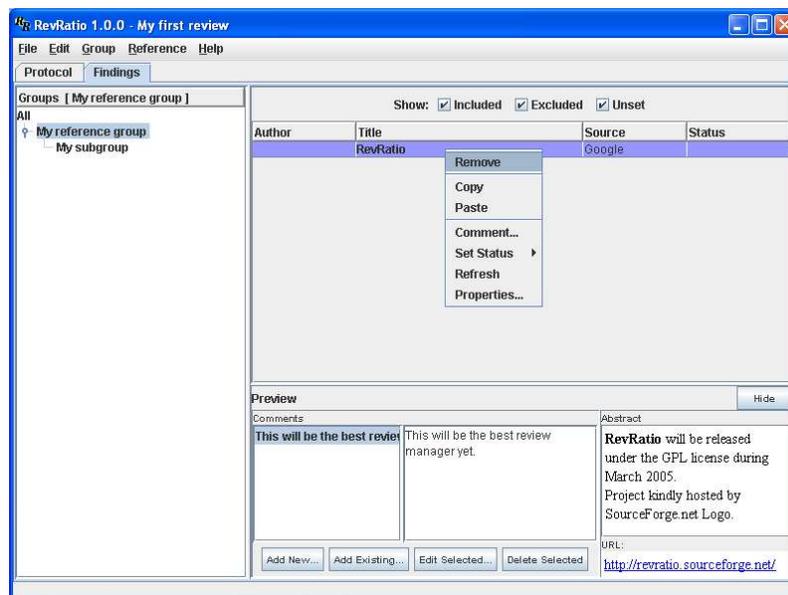


Then right-click the destination group and choose **"Paste"**. This will add the reference to that particular group, but won't delete it from any other groups it may be part of.

Several references can be selected simultaneously and keyboard shortcuts are supported.

### 3.2.5.3 Removing references

You may remove a reference from a particular group by right-clicking the reference in that group and choosing **"Remove"**. This only removes the reference from that particular group.



Please note that it is not possible to remove a reference from the **All** -group.

## 3.3 Settings

You may define some settings of *RevRatio* by choosing **Edit -> Preferences**.



### 3.3.1 Client

#### *Public server*

By checking the box for **"Allow incoming connections"** it is possible to connect to the local server and database from a remote location.

**Note:** Multiple concurrent users are not supported.

#### *Preferred web browser*

Here you may provide the full path to any program you want to handle the URLs in *RevRatio*.

**Note:** This setting has no affect in Microsoft Windows.

### **3.3.2 Local server**

Settings on the “**Local server**” tab affect the *RevRatio* server and database you are running locally.

**Note:** Currently external databases are not officially supported. You are advised to use the included database and default settings.

### **3.3.3 Proxy settings**

You may enter a host name and port for a web proxy, which *RevRatio* can use for accessing online databases.

## **3.4 Backing up the database**

The internal database stores all your reviews and their data in the **db** folder in your home profile.

To backup the database:

1. Exit *RevRatio*
2. Make a copy of the **db** folder in your profile's **Application Data/RevRatio/** folder.

**Note:** The **Application Data** folder is normally hidden, so you will have to enable showing hidden files and folders.

To restore the backup:

1. Exit *RevRatio*
2. Rename any existing **db** folder in your profile's **Application Data/RevRatio/** folder to **db.old**.
3. Copy the backed up **db** folder into your profile's **Application Data/RevRatio/** folder.

## 4. Troubleshooting

### 1. *RevRatio* doesn't start.

Check that java(.exe) and javaw(.exe) are in your current command path (\$PATH).

### 2. A search plugin tells me I don't have access. What does it mean?

Some online databases only lets users do searches from certain IP addresses. If the server IP isn't allowed, you can use a proxy server (if its IP address is allowed).

### 3. I can't enter the '~' sign in a dialog or textfield.

This is apparently an unfortunate bug on some platforms in the Java swing library used in *RevRatio*. You can, however, enter the tilde sign by first pressing the key *without* Alt-Gr and then *with* it, as you would normally. This produces both the " -character and the ~ -character.

## **5. Licensing**

### **5.1 General information**

*RevRatio* and most of the included plugins are distributed under the General Public License version 2. The google plugin uses googleapi, for which the license conditions are linked below. The google plugin is also subject to an exception to the GPL license.

Internal database support is provided by hsqldb.

### **5.2 *Revratio* license**

Please visit the following web address for details of the *RevRatio* license:

<http://revratio.sourceforge.net/gpl.txt>

### **5.3 Googleapi license**

Please visit the following web address for details of the googleapi license:

<http://revratio.sourceforge.net/googleapi.txt>

### **5.4 Hsqldb license**

Please visit the following web address for details of the Hsqldb license:

<http://revratio.sourceforge.net/hsqldb.txt>

## 6. Credits

*RevRatio* was developed in 2004-2005 during a software project course at the *Helsinki University of Technology* by Andreas Finne, Markus Frilund, Thomas Gammals, Erik Ihrcke, Mika Lehtinen, Kristian Selén and Michael Wikberg for Pietari Laurila.