

**QMed Knowledge Foundation**  
**Workshops on Literature Searching & Reference Management**

*Literature searching and Reference Management – are both activities that need to be carried out in a scientific and structured manner. Students, teachers and health professionals are often wasting hours during these activities. Hours that can be saved for better patient care / professional activities / personal time. QMed Knowledge Foundation – a Not for profit Trust in Mumbai, offers workshops on these topics. The founder – Mrs. Vasumathi Sriganesh – a former medical librarian is a recognized faculty of the MUHS for Research Methodology workshops and is recognized by the MMC as a Specialty Speaker.*

**QMed's most popular workshops are:**

- Mastering PubMed – Basics
- Reference Management (using Mendeley)

(We also offer a “Mastering PubMed:Advanced” and “Cochrane Library”, to those who have undergone the first workshop)

Each workshop is conducted with a mix of didactic teaching, demonstration and practical exercises for participants.

*Please note – both PubMed courses and the Reference Management course are also available as Online Courses – do visit <https://www.qmed.ngo/e-learning/>*

**I. Coverage – Mastering PubMed: Basics**

Four principles of searching

1. Keyword searches and their inadequacy
2. Thesaurus (MeSH) searches (This is the most crucial part of the program)
3. Qualifying search terms with field based tags
4. Combining search terms with Boolean operators

And features in PubMed that help you filter searches with a scientific methodology, save your search strategies and results, and more.

When you learn all of the above, you retrieve references that are lots more meaningful and relevant, learn to narrow or broaden your search results, and save your work so that you do not need to repeat a search activity.

## II. Reference Management (Mendeley) – Coverage

### Concepts:

- Why use a Reference Manager
- Importance of knowing the structure of references
- Understanding Mendeley desktop and web versions and the need to synchronize both

### Using Mendeley

- Adding references manually
- Adding an article directly to Mendeley and checking the extracted bibliography
- Importing search results from PubMed and other databases
- Organizing and searching the library created
- Adding citations and bibliography to a paper, with just a few clicks.

### What happens when you learn all this? You will:

- Not lose references that you found when you searched
- Organize references by assigning them to articles / sections of articles / topics to follow
- Save hours of time when you write articles, by adding citations and references with a click, and editing them equally easily if needed

### Duration of Workshops

Each program is of a half day duration – 3.5 to 4 hours (inclusive of tea break). The two together can be conducted as a full day workshop.

### No of participants per session:

There is no restriction on the number of participants, but we would recommend a maximum of around 40 for better learning

### Course Material

We are happy to share our presentations with the participants

### Requirements / Arrangements from the host institution

- LCD projector for projecting our slides / demos (We will carry our own laptop)
- Either an excellent Wi-fi Connection OR a venue where Vodafone Hot Spot will work OR please provide a mobile phone with a Hot Spot connection that works.
- Tea / coffee / snacks / lunch as applicable
- Inclusion of the QMed logo and our Founder's signature in the certificates
- Printing the feedback forms that we send. We will share the final feedback details with the institution

- Providing us with the Names, email ids and mobile numbers of participants for us to send future updates (Details will not be shared outside)
- If the venue is an auditorium, please ensure a table and chair for the speaker (not a podium)

#### **Workshop costs**

- **Half-day session – (one workshop topic)** - Rs. 20000/- (plus GST as applicable).
- **Full-day session – (two workshop topics)** Rs. 40000/- (plus GST as applicable).

#### **Other costs / requirements:**

- Travel costs for one trainer if the location is out of Mumbai.
- Accommodation for one trainer if the location is out of Mumbai.

**Payment:** Immediately after the program by

- On-par cheque / DD favouring Quality Medical Knowledge Foundation.
- Or - Bank transfer to  
Account Name - Quality Medical Knowledge Foundation  
Savings A/c No: 395010100192880  
IFS CODE: UTIB0000395  
Axis Bank Ltd MIDC-Andheri (Mumbai) Branch

We recommend that you invite your librarian/s to participate in this workshop so that they can also help participants in the future

#### **Contact details**

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