

Appendix 1: Survey Questions

Survey questions

1. Which type of G-I-N member are you (Either organisational or individual member)?
 - a. Individual
 - b. Organisational
2. What is your age range?
 - a. 18-24 years old
 - b. 25-34 years old
 - c. 35-44 years old
 - d. 45-54 years old
 - e. 55-64 years old
 - f. 65-74 years old
 - g. 75 years or older
3. How many guidelines/systematic reviews on average per year (including updates) to completion has your organisation been involved in producing?
 - a. 0
 - b. 1-5
 - c. 6-10
 - d. More than 10
4. What year did your organisation been developing guidelines? (free text response or dropdown)
5. Please select from the list below, the electronic tools that you currently use in your guideline development and/or systematic review process.
 - a. GRADEPro GDT
 - b. MAGICapp
 - c. Clinical Guideline Services
 - d. DECIDE tools (via epistemonikos)
 - e. GROWTH
 - f. CAN-Implement
 - g. EPPI-Reviewer 4
 - h. RevMan 5
 - i. Covidence
 - j. Rayyan
 - k. JBI SUMARI
 - l. PEER
 - m. Systematic Review Data Repository
 - n. Abstrackr
 - o. CREBP Review Assistant
 - p. DistillerSR
 - q. Other (enter in commentary box)
 - r. Google Docs
 - S. Dropbox
 - T. Box
 - U. Basecamp
 - V. . No online tool - open text why not?
6. Did you use any of or a combination of the following desktop tools during guideline development?
 - a. Excel

- b. Word
- c. Reference management software (such as endnote, refworks etc)
- D. Email clients (outlook, gmail etc)

7. During your guideline process, did you use purely online collaborative tools or purely desktop applications (word, email, etc):
- a. Purely online
 - b. Purely desktop
 - c. Combination
 - i. Open text: please write the main combination of tools used and why you felt you needed to use multiple tools

Logic: For each answer for question 5, the following questions will be asked:

- 8. For what reason does your organisation use the tool (insert tool name) (open text)
 - To be more efficient
 - To improve collaboration
 - For better version control/historical record
 - For improving quality of the guidelines
 - For standardisation purposes
 - Open text response option
- 9. How often do you use the tool in the guideline development/systematic review process?
 - Every day
 - Every week
 - Couple of times a month
 - Have used it in the last three months
 - Have used it in the last year
 - Never
- 10. For which step in the guideline development process? (select one or more)

Planning phase

- 1. Organization, Budget, Planning and Training
- 2. Priority Setting
- 3. Guideline Group Membership
- 4. Establishing Guideline Group Processes - including COI declarations + management processes
- 5. Identifying Target Audience and Topic Selection
- 6. Consumer and Stakeholder Involvement
- 7. Conflict of Interest Considerations

Content Development Phase

- 8. (PICO) Question Generation
- 9. Write the protocol
- 10. Consider Importance of Outcomes and Interventions, Values, Preferences and Utilities
- 11. Devise search strategy (academic librarian input, test)
- 12. Search
- 13. De-duplicate
- 14. Screen abstracts (title and abstract)
- 15. Obtain full text
- 16. Screen full text
- 17. Snowball/pearl/checking reference list/citations
- 18. Assess risk of bias
- 19. Extract data
- 20. Re-check literature

21. Meta-analyse
22. Summarizing Evidence and Considering Additional Information
23. Judging Quality, Strength or Certainty of a Body of Evidence
24. Developing Recommendations and Determining their Strength
25. Wording of Recommendations and of Considerations of Implementation, Feasibility and Equity

Publication, evaluation and updating

26. Reporting and Peer Review
27. Publication of the guideline
28. Dissemination and Implementation
29. Evaluation and Use
30. Manage alerts for new evidence relating to PICO questions

11. Is the tool useful?

- Agree Strongly
- Agree Moderately
- Agree Slightly
- Disagree Slightly
- Disagree Moderately
- Disagree Strongly

12. Is the tool user friendly?

- Agree Strongly
- Agree Moderately
- Agree Slightly
- Disagree Slightly
- Disagree Moderately
- Disagree Strongly

13. Would you use it again?

- Definitely
- Very Probably
- Probably
- Possibly
- Probably Not
- Definitely Not

14. What do you like about the tool? (free text response)

15. What do you not like about the tool? (free text response)

Final questions:

16. What features were missing overall from the tool/s you used and what are your suggestions for improvement? (free text response)
17. What are some of the barriers to using online tools?
18. What are some of the facilitators or drivers for using online tools?
19. Do you have any other feedback that you would like to provide? (free text response)