

Development of the online sharing platform for the Mucositis Study Group systematic review about clinical interventions for mucositis.

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Introduction

- Systematic reviews often need to have a universal file exchange and sharing system.
- Online data sharing platforms facilitate transfer of files and provide access to a central database to multiple users. However, technical errors could negatively impact the data bank and its efficient use.
- This poster discusses the platform used for systematic review about clinical interventions for mucositis conducted by the Mucositis Study Group (MSG) of MASCC/ISOO, discussing the relative benefits and shortcomings noted.

Objectives

To develop the optimal platform for the MSG systematic review about clinical interventions for mucositis.

Methods

- Online file sharing systems were assessed for the MSG systematic review about interventions for mucositis.
- Various Google Drive architectures were tested comparing advantages and disadvantages.

Results

Systems such as Dropbox, Google Drive, JustCloud, RedCap were identified. The Google Drive was selected as it was used in the previous MSG systematic review and many users are familiar with this platform.

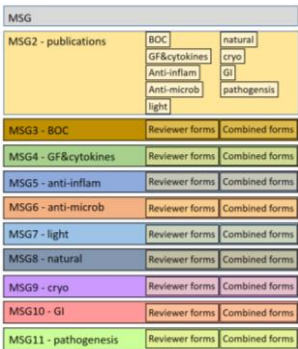
Factors considered for the architecture of the storage space:

- The requirements of the space at different stages of the review (calibration exercises, distribution of publications, sorting review forms, combining reviews, concluding the level of evidence per paper, etc.)
- The level of permission granted for each user
- Work flow
- Complexity/easy of accessing the necessary folder
- Risk for inadvertent events (file deletion, incorrect file upload, etc.)

Stages Of Evolution Of The Google Drive:



Google Drive Architecture Selected:



- A single Google drive provided access to publications.
- Each section had an exclusive Google Drive for sharing reviewer forms and section head decisions.
- A back-up master account was also created.

Selected Online Platform: Advantages and Limitations

Pros

- Backup which enabled salvage of data.
- Platform to forward multiple documents.
- Platform to communicate with multiple individuals.
- Central overview of the materials.
- Minimized the risk of uploading to the wrong folder.
- Eliminated uncontrolled duplication of shared folders in other user's drives (no "share" option).
- Participant did not need to have a Gmail account.
- Available for future guidelines update.

Concerns

- Unfamiliar communication platform for some members.
- Unintentional deletion of files.
- Unintentional duplications of files.
- Change of password/account details by any of the users.
- Different version of the same Drive seen when accessing data from different locations.
- The need to sign out of all open Gmail accounts for users with operational Gmail accounts.

Challenges Identified After Launching The Project

Problem	Solution
<ul style="list-style-type: none"><u>Recovery</u> – Google drive requested a phone number and backup email each time a new login was noted	<ul style="list-style-type: none">Solved by requesting members to ensure that no personal backup details were provided.
<ul style="list-style-type: none"><u>Verification</u> - Technical issues related to accessing the accounts from different global locations (required telephone number for verification).	<ul style="list-style-type: none">Adding a backup email that could be accessed by the organizers.Solved by providing a one-time telephone verification from each user.



- Geographic pattern - Technical issues related to security settings in Google not allowing multiple accounts with a similar names (required telephone number for backup).



- Solved by using multiple IP addresses.
- Also, by using the incognito mode on the browser, this limitation could be overcome.

Conclusion

- Various data storage options and techniques for organizing the storage space can aid in coordinating a systemic review.
- Google Drive may be a suitable option for this purpose.
- The main characteristics considered were sharing and access features, security of access details, file tracking, consistency between different users, and risk for inadvertent accidents.
- The selected architecture provided the most advantages within limitations.
- The file sharing architecture was selected in the planning phase of the review. In the early phases of the project, it was found to be advantageous for rapid dissemination of publications. In later phases of the project, this platform was found to be suboptimal when multi-user bilateral file sharing was required.

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