

## EAC Orientation Tutorial 2020

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### *Module 1: Introduction to the Evidence Analysis Library (Time: 9 minutes)*

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Slide Number	Title	Script
1	Module 1: Introduction to the Evidence Analysis Library	Welcome to the Evidence Analysis Center Orientation Tutorial. The tutorial is a series of 5 modules. Each module is approximately 10-15 minutes in length. You can stop at any time and return the presentation.
2	About the EAC Orientation Tutorial	The Evidence Analysis Center Tutorial Modules are designed highlight the Academy's Evidence Analysis Center and Evidence Analysis Library; help users navigate the EAL website; review the Academy's process for conducting scoping reviews, systematic reviews, and developing evidence-based practice guidelines; and introduce resources designed to help implement the guidelines.
3	CPE Information	Upon completion of all 5 modules you will be given instructions on how to access a short quiz. A passing grade of 80% will result in a certificate with 1 CPE unit.
4	Module 1: Introduction to the Evidence Analysis Center and Tips on Navigating the EAL	Let's begin with Module 1 - Introduction to the Evidence Analysis Center and Tips on Navigating the Evidence Analysis Library.
5	Module 1 Objectives	Upon completion of this module, you will know how to log into the Evidence Analysis Library and access the summarized research; navigate the site; locate and access the projects and research; use the search engine and the A through Z index; use the print tool; locate the frequently asked questions section; and learn how to contact the EAC staff.
6	What is the EAL?	The EAL is an online, user-friendly website that provides a summary of the best available research on various nutrition topics. The EAL is a series of systematic reviews and guidelines developed by the Academy, based on a pre-define approach and criteria. An objective and transparent methodology is used to assess food and related science.

7	A Bit of History	<p>The Academy's (then the American Dietetic Association) commitment to evidence-based practice started in the 1990s with development of the Medical Nutrition Therapy Across the Continuum of Care. In 2002, the Academy published evidence-based guidelines on Hyperlipidemia, Diabetes, Kidney Disease, and Gestational Diabetes.</p> <p>The online resource, known as the Evidence Analysis Library, or the EAL, was launched in 2004. Between 2005 and 2010, the EAL experienced a period of tremendous growth. What started with four topics grew to 15 systematic review topics and 10 evidence-based nutrition practice guidelines. In addition, the EAL received nearly 10 million-page views.</p> <p>In 2018, the Academy's Board of Directors determined that future Academy position statements be developed from systematic reviews. This resulted in the creation of the Evidence Analysis Center charged with developing reviews, guidelines, position statements, and other evidence-based reports.</p>
8	How Academy Members Can Access the EAL	<p>Members of the Academy can access the EAL one of two ways – through the Academy's website <a href="http://www.eatrightpro.org">www.eatrightpro.org</a> or direct to the EAL at <a href="http://www.andeal.org">www.andeal.org</a>. Both require the same login information.</p>
9	Via <a href="http://www.eatrightpro.org">www.eatrightpro.org</a>	<p>Members can log into the EAL through the Academy's website. First, go to <a href="http://www.eatrightpro.org">www.eatrightpro.org</a>. Next, login using your Academy username and password. Mouse over the Research tab and select Evidence Analysis Library. Click on the words 'Evidence Analysis Library' and you will be redirected to the EAL.</p>
10	Via <a href="http://www.andeal.org">www.andeal.org</a>	<p>Academy members can go directly to the EAL. Use the same login information that you use to log into <a href="http://eatrightpro.org">eatrightpro.org</a>. Go to <a href="http://www.andeal.org">www.andeal.org</a>. Next, click on the word Login located in the upper right-hand corner. Enter your Academy username and password.</p>
11	Not an Academy member?	<p>Not a member of the Academy? Not a problem. You can purchase full access to the EAL. A one-time/one-month trial subscription or an annual subscription to the EAL are available. From the login screen, click on the link to purchase a subscription.</p>

12	The Home Page	Next let's learn how to navigate the site. The home page of the EAL is divided into three sections. A horizontal toolbar is located at the top. The middle section is a series of links to facilitate access to popular pages. And the bottom section are four pods with links to various resources. It is a long home page so be sure to scroll down so you don't miss any of the features.
13	1. Navigation	The top navigation bar has five main categories or tabs which include Projects, Policy and Process, Resources, Index and About. Using your mouse, hover over the titles to see topics under each category. In this example, the Resources section has 6 sub-categories.
14	2. Quick Links	The middle section has three pods. Use these links to access the EAL Topic List; learn how you can volunteer and contribute to the EAL; and how to quickly access popular pages like glossary of EAL terminology and research study designs, information on the nutrition care process, and much more.
15	3. Additional Links	Scroll all the way down to the bottom section for additional information and resources. Non-members can purchase a subscription to the EAL. If you don't already have the NutriGuides mobile app, you will definitely want to click on the link to learn more about this great resource. Click on Collaborative Guidelines for information on Academy collaborations with other organizations.
16	Going Home	The top navigation is always visible from every page on the site. Click on the home icon to get o the EAL home page. Use the back arrow to navigate throughout the site.
17	Responsive Screen	The EAL has a responsive screen which means that your view will adjust based on the device you are using – whether you are on a computer, tablet, or smart phone. You will notice that the look will change but you can still access all of the content.
18	Projects	Let's start with the Projects tab. This is where you will locate the summarized research. Mouse over this tab to view a listing of the active projects. Projects are listed in alphabetical order. Use your mouse to select a topic. Mouse over the projects tab at any time to select another topic.

19	Project Home Page	Each project topic has its own landing page. The highlighted section includes a brief overview on the topic. Click on the sub-section title to expand the section and view the content. In this example, the project team subsection is expanded. The project team is a listing of the individuals who contributed their time and expertise to the project. It includes information on funding of the project as well as any conflict of interest disclosures from the expert panel. Click the title again to collapse the section.
20	Left Navigation Bar	The highlighted section is the left navigation bar with links to all of content for this project. It includes the scoping review, systematic review, and guideline material. The most current information is located at the top. Please note that not all topics have a scoping review nor do all systematic reviews continue onto the guideline phase.
21	NCP Categories	All evidence analysis questions are organized by nutrition care process category. The categories include nutrition assessment, nutrition diagnosis, nutrition intervention, and nutrition monitoring & evaluation. Questions that fall outside of the NCP are in a category titled Basic Research. Click on the title to expand the category and view the questions under that category.
22	Subtopic Screen shot	In this example, the Intervention category was expanded to view 2 questions. Note that all of the content – the conclusion, evidence summary and search plan are all easily accessible. Also note that the left navigation bar is always visible so that you can move around throughout the topic.
23	Evidence Summary screen shot	The EAL is designed to minimize drilling down or jumping from page to page. Users can click the title or plus sign to expand a section. Click the minus sign to close a subsection.
24	Policy and Process	The policy and process section includes tabs to the Academy’s scoping review process, evidence analysis process and the guideline development process. Modules 2, 3 and 4 will cover these topics in greater detail. You can download a free copy of the Evidence Analysis Manual in PDF format as well as worksheet templates from this section.

25	Resources	The Resources tab includes free resources like PowerPoint presentations on the EAL process, evidence-based practice and nutrition care process. Topics will change so you will want to visit this section periodically for new topics and resources.
26	Index	In addition to using your mouse to view the project listing, you can click on the Index tab to find EAL content.
27	Search Results	Here is an example of results when using the search engine. In this example, the words ‘heart disease’ were entered. Search results are separated by question, evidence summaries, worksheets, recommendations, and topics.
28	About	The About tab includes information on the Evidence Analysis Library. It also includes information on how to cite content from the EAL and on how to request permission to reprint content from the EAL. The frequently asked questions section addresses some of the most common questions from users.
29	Tools	The following tools are available on each page of the EAL. Use these tools to bookmark a page; add a page to your print queue; create a note; increase and decrease the font size; and view a page as a PDF format.
30	Topic List	The Topic List is an at-a-glance view of the EAL projects, dates of publication, and update status. Access the Topic List from the middle section of the EAL home page. This feature is a great way to see projects being updated or new topics added to the site.
31	Example of Bookmark and Print Queue Tools	Here is an example of 2 bookmarks. Use this tool to track your favorite pages. Note that bookmarks can be from different projects. This example includes a bookmark from the celiac disease project and the bariatric surgery project. Click on the ‘X’ next to each bookmark to remove the bookmark from the list. Next is an example of a page added to the print queue. You can add several pages as you go through the site. Click on the words ‘download queue’ to print the pages at one time in a printer-friendly format. To delete a page from the print queue, simply click the ‘x’ next to the title.

32	Example of Notes Tool	This is an example of the Notes tool. When you click on the Notes icon in the toolbar, a box will pop up. Give it a title. In this example, I named it Test Note. Insert your comments and click Add Note. It will be saved under My Notes on the page. Click to expand and view. When you are done, click the red delete button to remove it. This tool will help you personalize the EAL with information that is relevant to you and your work.
33	Printing Guideline Information	To print the entire guideline at one time, click on the guideline title link in the left navigation bar. On the landing page, click on the links to download a PDF of the guideline material.
34	Help	Click on the word Help in the upper right-hand corner for assistance with the website.
35	Contact Us	Click on the word Contact Us to email the Evidence Analysis Center staff if you experience a problem with the site, to suggest a topic for the EAL, or for other assistance.
37	Thank you	This concludes Module 1. Please proceed to Module 2 - the Evidence Analysis Center Scoping Reviews. Thank you.