

1 **Title:** Recommendations for the extraction, analysis and presentation of results in scoping  
2 reviews

3 **Abstract**

4 Scoping reviewers often face challenges in the extraction, analysis and presentation of  
5 scoping review results. Using best-practice examples and drawing on the expertise of the  
6 JBI Scoping Review Methodology group, and a member who is an editor of a journal that  
7 publishes scoping reviews, this paper expands on existing JBI Scoping Review guidance.  
8 The aim of this article is to clarify the process of extracting data from different sources of  
9 evidence, discuss what data can be extracted (and what should not), how to analyse  
10 extracted data including an explanation of basic qualitative content analysis, and to offer  
11 suggestions for the presentation of results in scoping reviews.

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24 **Introduction**

25 Scoping reviews have been defined as a “*type of **evidence synthesis** that aim to*  
26 *systematically identify and map the breadth of evidence available on a particular topic, field,*  
27 *concept, or issue, often irrespective of source (i.e. primary research, reviews, non-empirical*  
28 *evidence) within or across particular contexts.”<sup>1</sup> (pg 1) Scoping reviews can clarify key  
29 concepts/ definitions in the literature and identify key characteristics or factors related to a  
30 concept, including those related to methodological research.<sup>2</sup> Scoping reviews can also  
31 identify gaps in the literature and be precursors of systematic reviews. While scoping  
32 reviews share common elements and steps in their conduct with systematic reviews and  
33 other types of evidence syntheses,<sup>2,3</sup> scoping reviews are able to address broader research  
34 questions in comparison to the more precise, targeted questions of feasibility,  
35 appropriateness, meaningfulness, or the effectiveness of a particular issue more suitable for  
36 systematic reviews. For example, a scoping review may look at what outcomes are being  
37 reported and how these outcomes are being measured (i.e. how is hearing measured) for  
38 children who have grommet insertion due to chronic ear infections; while systematic reviews  
39 will assess the effectiveness of grommets on reported outcomes such as hearing, speech  
40 and language development.<sup>2</sup> Beyond the kinds of questions that should be addressed by  
41 scoping reviews, a key difference between scoping and systematic reviews is the approach  
42 to the extraction, analysis, and presentation of data and results.<sup>2</sup>*

43 The process of extraction, analysis, and presentation of results in scoping reviews has been  
44 noted to be challenging for scoping review authors.<sup>4</sup> Inconsistencies and inappropriateness  
45 in the analytical approaches undertaken in the analysis and presentation of the data within  
46 scoping reviews has been a recurrent issue.<sup>5</sup> In part, this may be due to scoping review  
47 guidance being unclear and not describing a prescribed approach to how to extract, analyse  
48 and present data within scoping reviews. Additionally, scoping reviews can include a variety  
49 of evidence sources, such as peer-reviewed primary research, and gray literature, such as  
50 guidelines, organizational reports, policies, government documents, and blogs.<sup>6</sup>

51 Seminal scoping review guidance referred to the process of extraction, analysis, and  
52 presentation as 'data charting',<sup>7,8</sup> and this terminology is used in the Preferred Reporting  
53 Items for Systematic Reviews and Meta-analysis extension for Scoping Reviews.<sup>9</sup> The term  
54 charting is seen as a higher level of extraction, which is theoretically appropriate for scoping  
55 reviews, and was used to differentiate from the term 'extraction'. 'Extraction' suggests that  
56 review authors always extract the study outcome results. However, guidance from JBI has  
57 recommended that to be consistent with other evidence synthesis approaches, the term  
58 'extraction' was most appropriate. Arksey and O'Malley<sup>7</sup> suggested that for scoping reviews,  
59 an analytical framework, which was 'basic numerical analysis' be used, along with the use of  
60 'thematic constructions.' However, Arksey and O'Malley<sup>7</sup> were clear that scoping reviews do  
61 not synthesize evidence or 'aggregate findings'. Levac, Colquhoun<sup>8</sup> and colleagues agreed  
62 with Arksey and O'Malley<sup>7</sup> on the importance of a descriptive numerical summary analysis,  
63 however, argued that there was a need for more guidance on the methodological approach  
64 to thematic presentation of data. Levac, Colquhoun<sup>8</sup> proposed the use of qualitative content  
65 analysis. JBI guidance recommends the use frequency counts, tabular/graphical  
66 presentation and where appropriate 'basic' qualitative content analysis; however, to date, the  
67 methodological approach has not been thoroughly described for scoping reviews. Therefore,  
68 the JBI Scoping Review Methodology group have developed guidance using best-practice  
69 examples of scoping reviews to provide clarity on the following:

- 70 1. Data extraction process: what type of data should be extracted from the included  
71 evidence sources and the level of detail required during extraction.
- 72 2. Data analysis: how to analyse the data collected from evidence sources, including a  
73 detailed approach of how to conduct basic qualitative content analysis
- 74 3. Data presentation: suggestions for the presentation of results in scoping reviews.

## 75 **A team approach**

76 As with many other rigorous evidence syntheses, best-practice recommends that scoping  
77 reviews require a team approach.<sup>10</sup> The team should meet regularly throughout the entirety

78 of the review process including data extraction, analysis, and presentation. Meetings during  
79 extraction and analysis phases are particularly important to discuss this process, issues  
80 encountered during data extraction, if there are any changes to tools used to guide the  
81 extraction of data (extraction forms or tables), and any other review issues and results that  
82 are encountered. Knowledge users are those that have a vested interest in the research and  
83 its outcomes and impacts and can also be a part of the review team and included in all  
84 stages of the review process.<sup>11</sup> Knowledge users are people who are most likely to be  
85 directly impacted by the research and its outcomes, and can include those with lived  
86 experience (e.g. patients, clients, consumers, public), other researchers, healthcare  
87 providers or policy decision makers.<sup>11</sup> Review teams can include knowledge users at all  
88 stages to inform the analysis plan, review the completed extractions, categories and sub-  
89 categories and offer insight into the results (Pollock et al., *accepted*).

## 90 **Principles of data extraction**

91 As in systematic reviews, scoping review authors should only extract data items that are  
92 relevant to the scoping review question/s. The PCC framework (population, concept, and  
93 context) is recommended as a guide to construct a clear and meaningful objective and  
94 eligibility criteria for a scoping review.<sup>6</sup> Therefore, potential data items of interest can be  
95 structured around the PCC framework. Further items for data extraction will depend on the  
96 purpose and reasoning behind conducting the review. For example, the individual items  
97 could be related to the study design, such as whether it was a randomized controlled trial,  
98 the methods used for conduct, and outcome measurement approaches. Alternatively, it  
99 could include definitions, statements, or arguments surrounding a concept. It could be  
100 interventions studied, their application, dose, duration, and frequency. Data extraction,  
101 analysis and presentation are all dependent on each other and require prior planning to  
102 ensure consistency. There are broad principles of data extraction that should be followed  
103 within a scoping review to ensure its conduct is transparent and rigorous. These principles  
104 are as follows:

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- Create a standardized data extraction form and guidance for the form, which describes each point that will be extracted (see Table 1 for an example extraction form). The development of the initial data extraction form is guided by the review question and usually includes population, concept and context. It is recommended that an extraction guidance form (see image one for an example) is developed and accompanies the extraction form detailing each item to be extracted and shared with each scoping reviewer.
  - Describe the planned data extraction approach within an *a-priori* protocol and include a draft data extraction form. This draft extraction form is usually formatted as a table and should be; developed specifically for the review topic at hand, detailed, and include more than a basic plan (i.e. more than just the population, concept and context) for the items that will be extracted.
  - Best-practice is to have at least two scoping review authors extracting data independently per evidence source. However, if this is not possible, one scoping reviewer per evidence source with another person reviewing a proportion of the extraction to ensure it is accurate and complete is also good practice.<sup>12</sup>
  - Pilot-test the data extraction form on each type of evidence source, such as primary research articles, evidence synthesis, guidelines, policy statements, or blog posts, included in the review. Aim for each scoping reviewer to independently complete at least 2-3 items per evidence source type, however, this will depend on the complexity of the topic and the variety of evidence sources. During pilot-testing, scoping review authors should reflect on the following questions:
    - Was there anything missing from the extraction form?
    - Was there anything on the extraction form that you did not understand or that could be further clarified?
    - Was there any unclear information in the accompanying guidance form?

- 131                   ○ How long did it take you to extract the necessary information? This  
132                   information will help guide further time allocation.
- 133           • Have a review group discussion with all scoping review authors after piloting to agree  
134           on all aspects of the tool, data to be extracted, and reach agreement on queries or  
135           conflicts.
  - 136           • Only extract data that is relevant to addressing the stated review questions of the  
137           scoping review.
  - 138           • If scoping review authors need any additional information or to clarify doubts about  
139           some of the study's information, the authors of the evidence sources should be  
140           contacted as soon as possible. Further follow-up of these authors may be necessary.
  - 141           • Ensure and plan for regular team meetings during the extraction process to discuss  
142           progress and assess if the data extraction form is capturing the necessary  
143           information to answer the review question/s.

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152 INSERT Image one- Example of data extraction guidance

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155           *Data extraction can be an iterative process*

156 Given the breadth of scoping review questions and the varied sources of evidence that can  
157 be included, additional relevant data items may be identified by scoping review authors

158 during the process of extraction from included sources. This means that data extraction can  
159 evolve to capture new and different data items requiring an iterative approach, for example if  
160 collecting data on education courses, details on assessment methods used may not have  
161 been considered initially, but then deemed important throughout the process. It is not  
162 uncommon to add additional item(s) to the data extraction form that require extraction during  
163 the process. If additional items are extracted which were not pre-specified, it should be made  
164 clear in the final report that there was a deviation from the protocol and provide a rationale  
165 as to why it occurred.

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### 167 **Identifying the relevant information in the evidence source**

168 In systematic reviews, which analyse primary research articles, data is typically extracted  
169 from the methods, and results of included sources. This may not be strictly the case for  
170 scoping reviews. This is due to the varied types of data of evidence sources included within  
171 scoping reviews. Scoping reviews do not typically pose analytical questions where extracting  
172 the results of primary research (such as effect sizes or qualitative results) is necessary.<sup>2</sup>  
173 Hence, it may be required to examine other sections of a source including the introduction,  
174 discussion, conclusions, and even supplementary information. For example, a scoping  
175 review might be conducted to identify and report on the methodological approaches that  
176 have been used to investigate a particular topic, and in this case, the methods section would  
177 be the primary place where extraction will occur. In the review published by Khalil and  
178 Huang<sup>13</sup>, the authors extracted both the methodology and methods associated with each  
179 study in their data extraction table as part of their review to map the work that has already  
180 been undertaken in the area of medication adverse events in primary care. In another  
181 scoping review Hoppe, Karimi<sup>14</sup> et al (2022) mapping the research addressing prescription  
182 drug monitoring programs, the authors extracted from the discussion section of primary  
183 research articles to determine what they perceived their results to practice where, and the  
184 gaps and areas in need of further research.

185 Depending on the purpose and review question/s posed, scoping review authors may or may  
186 not aim to extract the results of primary studies. For example, in a scoping review  
187 addressing medication safety programs, the authors extracted information about the types of  
188 programs used, the personnel involved in the programs and the outcome measures used to  
189 measure the efficacy of the programs. Despite extracting some result information, the  
190 authors did not gather information about the effectiveness of the programs.<sup>15</sup>

191 Scoping reviews that serve to be precursors to systematic reviews could, with clear rationale  
192 and justification focus on the extraction of results, as seen in a scoping review performed to  
193 inform the feasibility and appropriateness of a health technology assessment.<sup>16</sup> In scoping  
194 reviews exploring barriers and facilitators, reviewers may extract from the results of  
195 qualitative primary studies, and then subsequently categorised. However, in each of these  
196 cases, we suggest scoping review authors be explicit regarding the inability to draw  
197 conclusions regarding the effectiveness (or prevalence or meaningfulness or accuracy or  
198 costs) of a practice or phenomenon due the absence of risk of bias assessment or advanced  
199 data synthesis techniques such as meta-analysis or meta-synthesis. Scoping review authors  
200 can however recommend subsequent specific systematic reviews to be undertaken based  
201 on the results of their scoping review.

202 **We advocate for extreme caution in cases where a scoping reviewer would want to**  
203 **extract the results of evidence sources.** In most instances, a systematic review approach  
204 will be the more suitable methodology for dealing with review questions that require the  
205 extraction of the results (e.g., effect measures and variance, phenomenon of experiences) of  
206 included sources. Systematic reviews typically include methodological quality assessment  
207 and utilize (where appropriate) formal methods of data synthesis or aggregation.

208 Extracting and presenting results (for example, a relative risk with associated confidence  
209 intervals and p-values or themes from a qualitative thematic analysis) may lead to misplaced  
210 conclusions regarding the effectiveness (or not) of an intervention, the prevalence of a  
211 condition, the accuracy of a test or the experience of a condition/phenomenon. This is due to



212 the included sources of evidence not having undergone a process of critical appraisal (or risk  
213 of bias appraisal) and secondly, not having undergone a process of pooling or aggregation  
214 that considers the combination of all study results. Without this assessment of  
215 methodological quality and pooling or aggregation, authors and readers may be susceptible  
216 to making false assumptions based on a naïve or incomplete reading of the results and be  
217 more inclined to apply vote counting of results. In this instance, a systematic review is the  
218 more suitable methodology for dealing with review questions that require the extraction of  
219 the results (e.g., effect measures and variance) of included sources.

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### 221 **Analysis in scoping reviews**

222 Scoping review authors should present the intended analytical approach that will be used  
223 within their scoping review in the protocol. Scoping review authors should clearly articulate  
224 how they intend to analyse and present each review question as this may vary. The detail  
225 provided by authors should be more than a general statement that they will undertake  
226 descriptive statistics, tables and a narrative summary. Rather, there should be a  
227 comprehensive description of the analyses undertaken in order to address each individual  
228 review question/objective.

229 Scoping review authors may be tempted to perform more advanced statistical or qualitative  
230 analysis within a scoping review.<sup>6</sup> The intention of synthesis methods such as meta-analysis,  
231 meta-ethnography, thematic analysis, realist synthesis or meta-aggregation, among others,  
232 is to answer questions or inform understandings regarding the feasibility, appropriateness,  
233 meaningfulness and effectiveness of a particular intervention or phenomenon.<sup>6</sup> Therefore,  
234 for these questions, the most appropriate review type is a systematic review where the  
235 findings/results have undergone critical appraisal, and approaches to establish certainty of  
236 those results have been applied to generate conclusions that can inform practice and policy  
237 recommendations.

238 Scoping reviews do not address questions of feasibility, appropriateness, meaningfulness  
239 and effectiveness, and as such, will not and should not, apply advanced analysis methods. If  
240 scoping review authors feel that they are unable to answer their review question without the  
241 use of a meta-analysis for example, then the question they are asking is possibly best suited  
242 for a quantitative systematic review.<sup>2</sup>

243 Most scoping reviews will analyse data items by quantifying text and doing frequency counts  
244 of data extraction items. These are relatively easy to manage, and should only require the  
245 use of descriptive statistics, such as percentages/proportions. For example, common  
246 frequencies seen in scoping reviews are the number of evidence sources, which used a  
247 particular method (i.e., numbers of randomized controlled trials, surveys, evidence  
248 synthesis) or the location/country/context where the article was conducted. Furthermore,  
249 scoping review authors can extract relevant information aligning to a framework with single-  
250 word responses such as 'yes', 'no', 'unsure', or even through the use of a Likert scale. For  
251 example, in a recent scoping review, the scoping review authors mapped exercise  
252 interventions to the template for intervention description and replication (TIDieR) checklist.<sup>17</sup>  
253 For the nine items on the checklist, reviewers classified each as either fully reported, partially  
254 reported or not reported for each included evidence source.<sup>18</sup>

### 255 **Using basic qualitative content analysis**

256 In scoping reviews that include qualitative evidence, it is not uncommon for scoping review  
257 authors to use qualitative synthesis approaches that go beyond the scope of a scoping  
258 review, such as thematic synthesis, or a meta-aggregative approach. These approaches are  
259 not appropriate within a scoping review as they are better suited to examining questions of  
260 experiences and meaningfulness, and require a level of interpretation, which would align  
261 more appropriately with a qualitative systematic review. Approaches that aim to synthesize  
262 evidence are not consistent with the purposes of a scoping review, which and descriptive,  
263 map the available evidence and identify characteristics or factors. For the most part, there  
264 will be no need for scoping review authors to go beyond basic descriptive analysis. However,

265 there may be times when it would be appropriate to use a basic qualitative content analysis,  
266 such as if the scoping review is identifying key characteristics or factors related to a concept,  
267 a more complex qualitative data analysis beyond simple frequency counts may be required.  
268 This may be necessary when a scoping review has the objective of informing the  
269 development of a conceptual framework or theory.

270 When performing basic qualitative content analysis, categorization is required to map the  
271 results in a way to aid their simplification to address the scoping review question. For  
272 example, in a scoping review by Hoppe, Ristevski<sup>19</sup> the authors mapped the evidence  
273 associated with community pharmacists' views towards drug misuse management. The  
274 authors mapped the results into pharmacists' knowledge, training and education, attitudes,  
275 and practice strategies.<sup>19</sup>

276 JBI scoping review guidance recommends using basic qualitative content analysis,<sup>6</sup> which is  
277 a descriptive approach to analysis and involves a process of open coding to code concepts  
278 or characteristics into overall categories. This can applied to any evidence source or study  
279 design in any scoping review, it is not limited to primary qualitative studies only. In previous  
280 guidance, including JBI, there has been no definitive process described as to what basic  
281 qualitative content analysis involves, and it is acknowledged that there are many different  
282 analytical approaches that could be undertaken. However, the present describes one  
283 approach that could be undertaken by scoping review authors.

284 *A basic qualitative content analysis approach for scoping reviews*

285 Elo and Kyngäs<sup>20</sup> describe three phases of qualitative content analysis for the results of  
286 primary qualitative research including *preparation*, *organizing*, and *reporting*. These phases  
287 could also be used to describe a basic process of qualitative analysis within scoping reviews.  
288 A fourth '*abstraction*' phase is also described by Elo and Kyngäs<sup>20</sup> however this technique  
289 would be beyond the realm of scoping reviews which does not seek to synthesize or re-

290 interpret evidence. Flowchart 1 shows the process of how to conduct the analyses of  
291 qualitative data within a scoping review.

292 *Preparation Phase*

293 Scoping review authors should first determine if there is the need to conduct a basic  
294 qualitative content analysis during the protocol stage of their scoping review. If the aim of the  
295 review were to explore experiences, or the meaningfulness of an issue, then a qualitative  
296 systematic review would be more appropriate.<sup>2</sup> If a basic qualitative content analysis  
297 approach is deemed necessary (e.g., as the characteristics of a particular issue, definitions  
298 for a concept, or concept are being mapped) then it would be appropriate to use this method  
299 within scoping reviews.

300 Depending on the research question, and the field of research, an inductive or deductive  
301 approach will need to be decided upon by the scoping review team during the protocol  
302 development stage and subsequently reported within the protocol. These terms will be  
303 familiar to qualitative researchers. An inductive approach may be useful where there is a  
304 dearth of evidence on the topic, or the goal is to develop or inform a conceptual framework  
305 or theory.<sup>20</sup> The deductive approach is typically used to map the data to an established  
306 framework or theory within the literature.<sup>20</sup> There may be times however, when a deductive  
307 approach is chosen without using a pre-existing framework – (for example, when no suitable  
308 framework or theory can be found). In such situations, the review team needs to decide upon  
309 a framework during the protocol stage and, ideally, will have consulted on the suitability of  
310 the framework.

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312 INSERT Flowchart 1: The process of how to conduct the analyses of qualitative data within a  
313 scoping review.

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316 *Organizing phase*

317 The organizing phase during qualitative data analysis within scoping reviews will differ  
318 depending on if the scoping review is following an inductive or deductive approach.<sup>20</sup> The  
319 first step in the organization stage is for the review authors to familiarize themselves with the  
320 data. This includes reading and comprehending all the included evidence sources and  
321 understanding how it is relevant to the objective and questions of the scoping review.<sup>20</sup>

322 *Inductive approach*

323 When the authors have become familiar with the sources of evidence and relevant data,  
324 review authors can then carry out open coding of the data. A code can be described as a  
325 label and can be an initial descriptor that is a few words long. The process of open coding  
326 involves reviewing the evidence sources again and listing initial thoughts, possible  
327 categories or notes which help describe what is occurring within the data which explains the  
328 objective and review question. During this stage, there are no limitations as to how many  
329 high-level categories can be listed. This is an initial process that will be refined. Once the  
330 open coding process has occurred, the coding framework can be developed. This will  
331 involve gathering all the information in the prior stage to develop a coding framework to help  
332 describe and answer the review question(s) and allow the organization of extracted data.

333 At this stage, the coding framework may include higher order categories, or sub-categories.  
334 It is also beneficial to provide a definition of these categories and sub-categories to help  
335 extractors, but also to show transparency in the decision-making that has occurred  
336 throughout this process. The coding framework should be reviewed by all members of the  
337 review team. Once the coding framework has been reviewed, extractors are now able to go  
338 through the included evidence sources, extract the relevant information, and organize it  
339 within the coding framework. Categorization involves exploring the organized extractions and  
340 assessing if the initial coding framework adequately answers the review question. It is

341 common for the categories and sub-categories within the initial coding framework to be  
342 changed during this stage to accommodate new understanding of what was stated within the  
343 evidence sources. These categories can form a conceptual framework or theory.

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### 345 **Case study of inductive qualitative data extraction and analysis**

346 A scoping review was undertaken with the objective to assess the available literature that  
347 documents or utilizes patient journey mapping methodologies and examine their reporting  
348 processes.<sup>21</sup> After an extensive searching and selection process, there were 81 included  
349 evidence sources within this scoping review. The scoping review authors chose to extract  
350 information about why primary authors would use patient journey mapping. The scoping  
351 review authors extracted 76 justifications. During the analysis stage, the scoping review  
352 team met several times to review each of these justifications. The process of analysis  
353 included listing initial thoughts, possible categories or notes (which help describe what is  
354 occurring within the data) with the eventual goal to make a smaller list of common  
355 justifications why researchers choose patient journey mapping. After meeting several times  
356 as a group, 10 categories were identified, such as comprehensiveness of care, how people  
357 were navigating the system, patient satisfaction with services and comparing patient  
358 experiences with standards of practice. An example of this process of developing categories  
359 can be seen in flowchart 2, however, to note, this is not a linear process, and it may be  
360 necessary to re-examine the categories and establish whether they could be further refined.

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362 INSERT Flow chart 2: Example of the process of developing categories

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364 Once the framework had been developed, two scoping review authors individually went  
365 through the extracted data and assigned it to a category. These review authors then came

366 together and assessed if there were any discrepancies. Any discrepancies were discussed  
367 and a consensus was able to be achieved, however, a third reviewer had agreed to manage  
368 any discrepancies that could not be resolved by discussion.

### 369 *Deductive approach*

370 As described above, in the deductive approach, the framework has already been developed  
371 during the protocol stage. Therefore, the review authors can extract data according to that  
372 framework, by extracting the verbatim text, which maps to the decided framework and  
373 answers the proposed question(s). Once this is completed, the extractions should then be  
374 reviewed by the members of the review team to ensure that they reflect the understanding of  
375 the framework. An iterative approach would assist during the deductive approach as there  
376 may be the scenario where scoping review authors initially utilize a deductive framework,  
377 and then recognize that this would not be the best fit for the extracted data and its ability to  
378 provide a descriptive map of the available evidence. Therefore, the scoping review authors  
379 can switch to an inductive approach during the extraction and analytical steps of a scoping  
380 review and document this deviation from the protocol in the final review.

### 381 **Case study of deductive qualitative data extraction and analysis**

382 A scoping review was conducted to identify barriers and facilitators in the prevention of type  
383 two diabetes mellitus and gestational diabetes in vulnerable groups.<sup>22</sup> After searching  
384 several databases, 125 evidence sources were included. A pre-existing framework had been  
385 developed prior to the extraction of the data, which included eight categories: language;  
386 economic factors; family and friends; work; social support; religion; culture and knowledge.  
387 During extraction, scoping review authors extracted barriers and facilitators and then sorted  
388 into pre-arranged categories. Other barriers which did not fit into these pre-arranged  
389 categories were found, and they included insufficient time, problems with travelling and  
390 insufficient motivation, however these were minimal and the framework did not change.<sup>22</sup>

### 391 **Including other forms of evidence synthesis and the issue of double counting**

392 An issue seen within systematic reviews is ensuring that the same data set is not counted  
393 across multiple studies. Double counting issues can arise if scoping reviews for numerous  
394 reasons such as when you include evidence synthesis and primary articles there is the  
395 potential for overlap. There may also be a scenario where multiple evidence synthesis  
396 sources are included in the scoping review and the primary article is included within them all;  
397 or, there are several reports of one, and, the same primary study. This may become  
398 problematic if, for example, the review question is attempting to determine the type and  
399 frequency of outcomes being used within a particular field of work, as scoping review  
400 authors may count the same outcome from both the original study and any evidence  
401 synthesis source that also included the original study, thus skewing the prominence. While  
402 there is no formal guidance on how to manage this issue, scoping review authors should be  
403 aware of the risk and make efforts to avoid counting the same data items multiple times from  
404 different sources. Authors may decide to still include the evidence synthesis within the  
405 scoping review to be able to map the available evidence and to report the number of  
406 evidence syntheses mapped. Guidance for systematic reviews and overviews (reviews of  
407 reviews/umbrella reviews)<sup>23</sup> might also apply. However, scoping review authors should  
408 clearly report which other included sources of primary evidence were included within that  
409 evidence synthesis. The final scoping review report should clearly state how other types of  
410 evidence synthesis were handled in the review and what data were extracted from them and  
411 from the primary studies (if appropriate).

412

### 413 **Presentation of data (Reporting)**

414 There are a multitude of ways that scoping reviews can present data and answer the  
415 proposed review question(s). Scoping reviews commonly include tables that present the  
416 available data. Although useful as they can summarize a large amount of information, and  
417 show how extraction has occurred, there also needs to be consideration in communicating  
418 results from the scoping reviews to the wider community. Further, scoping review results



419 with many included sources may result in tables that are too large to easily present in the  
420 standard fashion of a journal article. There are many creative approaches that scoping  
421 reviews can include to convey results to the reader in an understandable way. For example,  
422 in Tricco, Lillie <sup>5</sup> they visualised the different terminology of scoping reviews through a word  
423 cloud. Kynoch, Ramis <sup>24</sup> used a honeycomb to visualise the outcomes in the included  
424 evidence sources and the number of relevant studies. The author team using Power BI  
425 developed four further examples of how scoping review results can be visualised. In  
426 example 1, the authors have created a world heat map with the size of the circle indicating  
427 how many evidence sources were conducted in that country. Example 2; is a tree graph  
428 indicating the illness categories seen within the included evidence. Example 3 is using  
429 iconography to represent the different types of populations (and how many of each) were  
430 included within the evidence sources. Example 4 are waffle charts of the type of  
431 methodology used by the evidence sources included within a scoping review.

432 Alongside any visual presentation, a supporting narrative must be provided about the result.  
433 Further consideration for the presentation of scoping review results is the use of interactive  
434 resources. While many scoping reviews map the breadth of the evidence in an area, this can  
435 be useful to inform future research and as such, a searchable interactive resource would be  
436 helpful. An example of this is the searchable interactive map of outcome tools and  
437 International Scientific Tendinopathy Symposium Consensus (ICON) health domains relative  
438 to tendinopathy types presented as supplementary files in a scoping review of exercise for  
439 tendinopathy. <sup>25</sup>

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441 INSERT Examples 1,2,3 and 4

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443 **Reporting scoping reviews**

444 The PRISMA-ScR provides a checklist for reporting a scoping review. It has clear guidance  
445 on how to report the extraction (called 'data charting'), analysis (called 'data synthesis'), and  
446 presentation of data. Items 10, 11, 14, 17, 18, 20 and 21 are applicable for these sections  
447 and should be referred to whilst writing the scoping review report to ensure a transparent  
448 and rigorous process. A completed PRISMA-ScR checklist which documents page numbers  
449 where each of these actions have been addressed should also be included as a  
450 supplementary file to your scoping review report. Because the checklist requires authors to  
451 indicate the page that items are checked off against, ensure that these page numbers are  
452 accurate in the final proofs of your scoping review if it is to be published otherwise, they will  
453 not match up.

454 The PRISMA-ScR also provides an appendix (titled: PRISMA extension for Scoping Reviews  
455 (PRISMA-ScR) Explanation and Elaboration) that describes each section, which needs to be  
456 reported within a scoping review, and a written example of how this can be achieved within a  
457 report.

## 458 **Software**

459 There are many software programs, which can be used to assist in the extraction, analysis  
460 and presentation of scoping review data. These include Google Sheets as this allows for  
461 real-time editing and can manage version control issues. However, Microsoft Excel is also  
462 appropriate and can facilitate basic descriptive analyses. It is also possible to use Microsoft  
463 Excel for data extraction followed by data imported and analysed into another statistical  
464 program environment to perform descriptive analysis. NVIVO (released in March 2020)<sup>26</sup> is  
465 also often used in the extraction, analysis and presentation of qualitative information.  
466 Further, data visualisation programs can include Microsoft Power BI, or Tableau. For  
467 mapping, EPPI-Mapper<sup>27</sup> and even EndNote<sup>28</sup> are useful tools, amongst others. Having  
468 scoping review authors familiar with software use and its application helps facilitate the data  
469 extraction, analysis, and presentation of results.

470 **Conclusion**

471 Scoping reviews aim to systematically identify and map the breadth of evidence available on  
472 a particular topic, field, concept, or issue within or across particular contexts, and this  
473 requires a different analytical approach to systematic reviews. The extraction, analysis, and  
474 presentation of results within a scoping review can be challenging due to the variety of  
475 evidence sources that scoping reviews can include and the absence of specific guidance for  
476 reviewers. This article has partially addressed this gap by providing guidance regarding how  
477 to extract, analyse, and present data within scoping reviews. It is hoped that scoping review  
478 authors will be able to use this guidance to improve the quality and clarity of published  
479 scoping reviews and to make conducting and reporting scoping reviews easier.

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486 **References**

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