Resource List – Documents Available to USF Internal Medicine Residents

Articles:

- Hamann KL et al. Clinical Research during internal medicine residency: a practical guide. Am J Med. 2006;119(3):277-283.
- Halm EA et al. Everything you wanted to know about writing a research abstract but were too afraid (or started to late) to ask. SGIM Forum.
- Meyer HS et al. Ten tips to move from "revisions needed" to resubmission. Academic Medicine.
- Ressing M et al. Systemic literature reviews and meta-analyses. Dtsch Arztebl Int. 2009;106(27):456-63
- McQuillan RF et al. The SQUIRE guidelines: a scholarly approach to quality improvement. Journal of Graduate Medical Education. 2016
- Johnson C et al. How to write a letter to the editor: an author's guide. Journal of Chiropractic Medicine. 2006;4(5):144-147
- Schrager S et al. Getting more done: strategies to increase scholarly productivity. Journal of graduate medical education. 2016
- Sullivan GM. So you want to write? Practices that work. Journal of graduate medical education. 2013
- Mookherjee S et al. Case reports: A "how to guide" for attendings. SGIM Forum 2015;38(6).
- Kraemer R et al. Journal venues for clinican-educators. SGIM Forum.
- Blanchard RD et al. Harvest the low-hanging fruit: strategies for submitting educational innovations for publication. Journal of graduate medical education. 2015.
- Nield L. Writing case reports for the clinical literature: practical approach for the novice author. Journal of Graduate Medical Education. 2011.
- MacDonald et al. Preparing a manuscript for publication: A user friendly guide. Paediatr Child Health. 2006;11(6):339-342.

Resident supplied documents or templates:

- Databases (without patient identifiers)
- IRB protocols
- Poster Presentation PowerPoint templates
- Sample Cover Letters
- Sample manuscripts
- Previous academic year abstracts and publications with links

Departmental Forms/Procedures:

- Research elective form
- Travel pre-approval instructions and forms

USF specific resources

- IRB step by step guide
- Impact (USF Review service) submission flyer
- USF GME – COPH statistician referral information
- RedCap institutional access information


Curriculum materials:

- General guide to scholarly activity (authorship, professionalism, choosing a journal or conference)
- How to perform research during residency – tips supplied by residents from forum discussion
- Checklist – review the following prior to submitting a manuscript
- Checklist – review the following prior to submitting an abstract to a conference
- Powerpoint – How to write an abstract
- Powerpoint – How to make a poster presentation
- Powerpoint – How to write a case report

If anyone would like a specific resource sent to you, please email me at koller@health.usf.edu

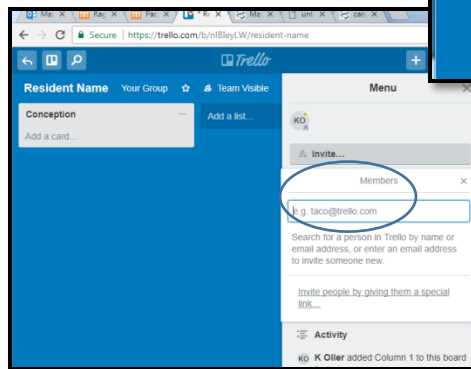# Trello

Templating Your Group:

- Name your group
- Create one board per resident – set privacy to private (administrators assigned to the board have access to and can see all boards, resident sees only their project board)
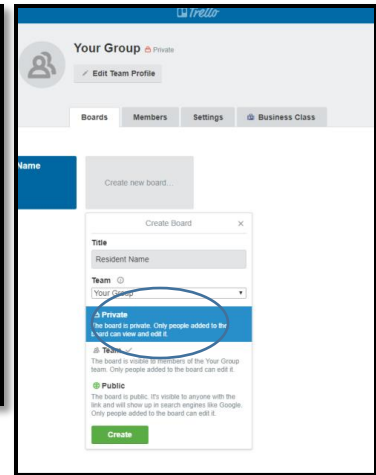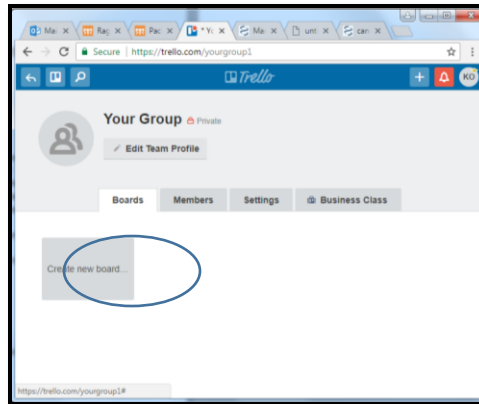
- Within each resident board, the columns are created to match the productivity pipeline
- Once one board is templated for the columns you want, you can go to (menu -> more -> copy board) to copy a template version for another resident
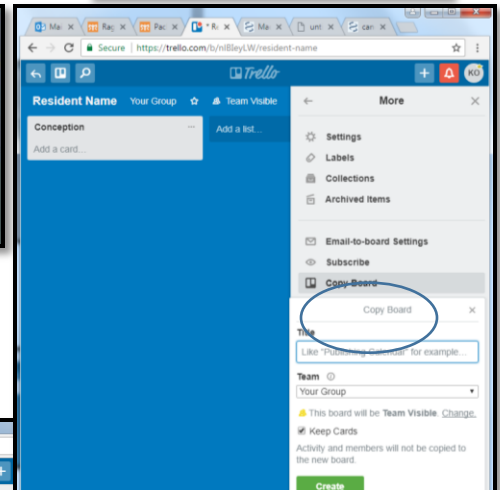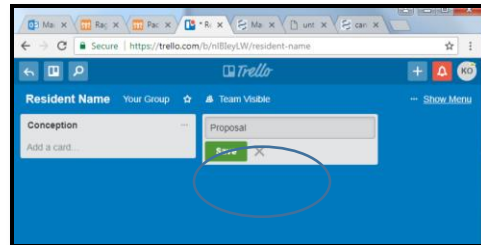
- Under menu -> invite via email each resident to their created board (they will receive link via email)
- During a group session with the residents review the function of trello and have them add their projects as cards
- One card per project: include co-authors and goal for project (which conference or journal) under the description. Residents can add due dates, checklists, upload files or hyperlinks for each card. They can chat with faculty regarding a project on the card
- Residents can personalize their background under menu
- Residents are instructed to update their boards quarterly, adding new projects, and dragging project cards across the columns
- Administrators/Faculty added to each board can "subscribe" to each resident board (under menu -> more -> subscribe) – they will be notified (email or alert on phone app) when residents make changes (add projects, update projects)
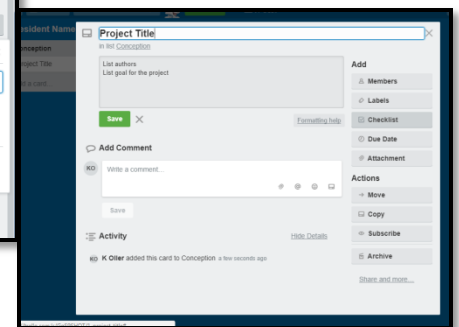
Unify your Housestaff with an Interactive Board

- Create a new board (Ex. Conference Abstract Deadlines)
- Use the columns to organize (One per Month)
- Add Conferences as cards, include:
    - Abstract Deadline
    - Conference Name
    - Conference dates and location
    - Assign a due date (1 week before abstract deadline)
    - Add Links to prior abstract submissions by residents to use as a template/guide
    - Add Links to Submission guidelines or registration for conference
    - Residents can "subscribe" to the whole board or to particular cards to be alerted of changes or upcoming deadlines
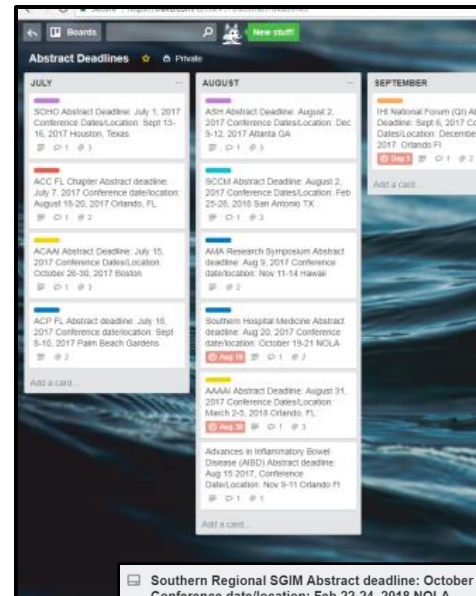
- Add color-coded labels to the cards – then you can filter later by type or specialty of meeting
- Invite your residents to the board you created (Menu -> invite)
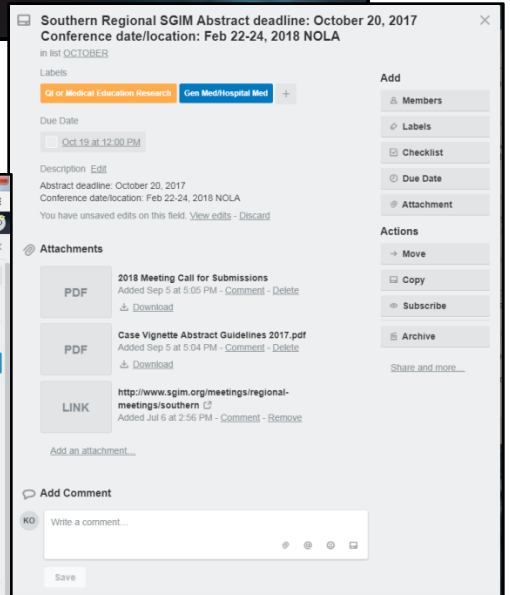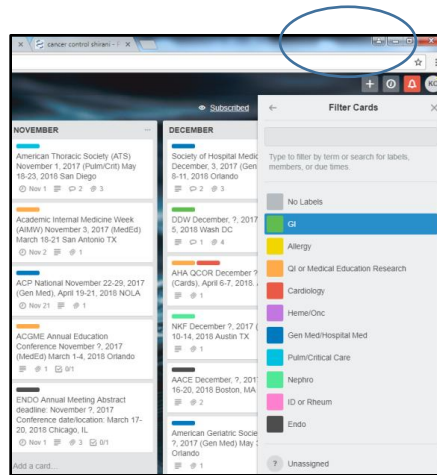
- Use a board to organize group projects (such as QI or clinic projects)