

## Suggested Approach to Ensure Completion of Courses – Spending 15 Minutes a Day

- You can choose to spend more time on any day and finish more than recommended
- You can choose to give gaps between days / courses – and take additional time
- Do the MCQs immediately after you finish a section and Assessment after finishing all modules.

### Course – Information Resources & Literature Searching – 5 days

Day	Section	Lessons
Day 1	Know Your Information Resources	1,2
Day 2	Know Your Information Resources	3,4,5
Day 3	Literature Searching	6,7,8,9
Day 4	Literature Searching	10,11,12
Day 5	Literature Searching	13

***If you feel the need to, take:***

- One day to do the assessment for Courses I and II
- One or two days break after each of the two courses

### Course – Introduction to Referencing – 3 days

Day	Section	Lessons
Day 1	About References & Referencing	1,2,3
Day 2	More about Referencing	4,5,6
Day 3	Reference Managers	7,8

### Course – Mastering PubMed – 8 days

Day	Section	Lessons
Day 1	Before you use PubMed	1,2
Day 2	Before you use PubMed	3,4,5, 6,7
Day 3	Focusing search results using MeSH	8,9,10, 11,12
Day 4	Focusing search results using MeSH	13,14
Day 5	Narrow down search results	15,16, 17,18
Day 6	Other useful features in PubMed	20,21
Day 7	Saving your work	22,23
Day 8	Saving your work	24,25

***If you feel the need to, take:***

- Two days to do the assessment I
- One or two days break after the course

\*Advanced module lessons – optional – do them when you need to

### Course – Reference Management with Mendeley – 9 days

Day	Section	Lessons
Day 1	Before you use Mendeley	1,2,3
Day 2	Populating Mendeley	4,5,6
Day 3	Populating Mendeley	7,8,9
Day 4	Browsing and Searching the Mendeley Library	10,11,12,
Day 5	Managing Duplicates	13,14, 15,
Day 6	Adding Citations and Bibliography in an article	16,17,18,19,
Day 7	Miscellaneous	20,21,22,23,24,
Day 8	Miscellaneous	25,26,27,28,29,
Day 9	Miscellaneous	30,31,32,33

***If you feel the need to, take:***

- Two days to do the assessment I