

# WP8 – Organization of the Work

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## Organization of the work: groups

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Review of the literature and collection of manuals: **experts and ISS**

Writing group: **ISS and experts**

Review of the manuscripts: **experts**

## Organization of the work: groups

Collection and reviewing of available literature and manuals

**field-work experts** of population-based registers:  
providing articles, reports, manuals

**ISS:** collecting, reviewing, harmonizing and summarizing provided material

## Organization of the work: timetable

Providing literature, collecting manuals (**experts**):  
Sept-Oct 2015

Reviewing provided material and elaborating summaries (**ISS**):  
Nov 2015-Febr 2016

Writing group (**ISS**): Oct 2015-April 2016

Reviewing first draft of the manuscript (**experts**): June 2016

Test cases (**ISS**): Jan–Oct 2016

External review (**experts**): Dec 2016

# Organization of the work: contents

## **Contents of the manual of operations**

How to set up a population-based register

Defining target population and routine data

Performing a pilot study and validating routine data

Carrying out record linkage using administrative data

Setting up a population based register

Dissemination of results

## Organization of the work

**Training materials:** from November 2016 following the step-wise procedures described in the manuals of operations