



Entrada Curriculum Search: Comprehensive User Guide





Table of Contents

Introduction	1
Curriculum Search in Entrada - Overview	2
Curriculum Search – List View	4
Overview	4
How to View and Export.....	5
Curriculum Search – Timeline View	9
Overview	9
How to View and Export.....	10
Curriculum Search – Table View	11
Overview	11
How to View and Export.....	12
Advanced Search Options	13
Theme and System Spiraling Reports	20





Introduction

Entrada is a curriculum and learning management system that provides tools to store, manage, and access curricular details of the MDUP Undergraduate Program through a set of processes, data storage, and external user access (<http://entrada.med.ubc.ca/>).

The core functionality of *Entrada* as a curriculum management system revolves around access to the curriculum map, multiple linkages between various components of this map as well as curriculum search and reporting features. *Entrada* organizes curriculum objectives by learning events, weeks and courses and provides different options to view the curricular details.

Entrada offers a few tools that allow users to search across the curriculum map, matching the learning events to the search terms. The “Search” tab in *Entrada* is a set of reporting and search tools that facilitate the query and retrieval capabilities of the system. It also enables users to generate multiple ad hoc reports and locate information in the curriculum database.

The curriculum search functionality in *Entrada* can be utilized by faculty members, staff and students. The following are some key benefits of accessing curricular information using the existing functionality in *Entrada*:

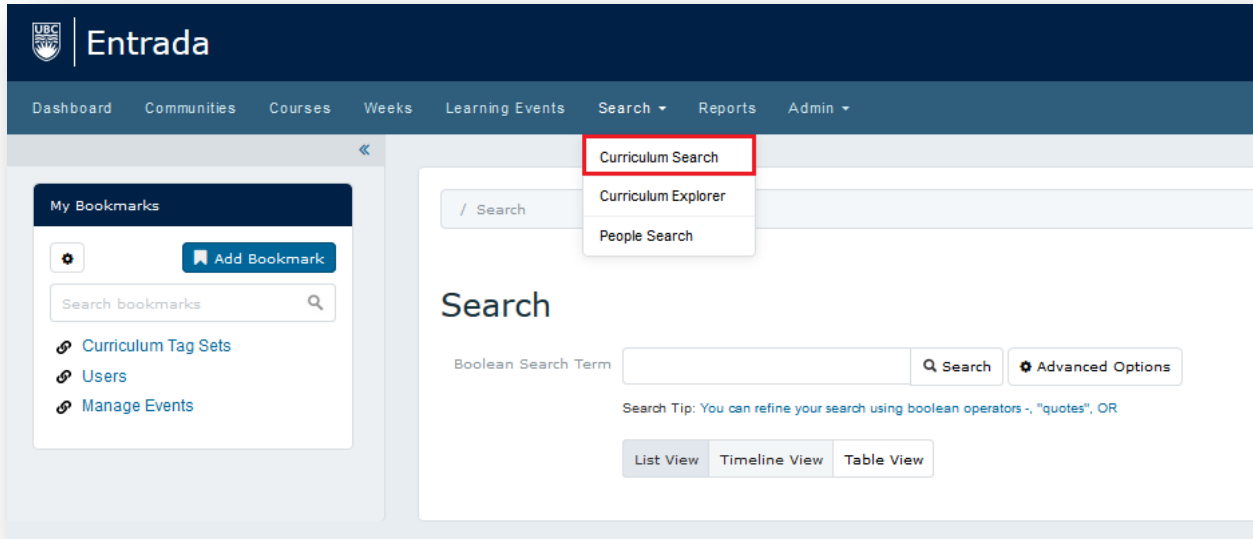
- Improved curriculum planning and management capabilities
- Clarity on the ‘spiraling’ of content in the curriculum
- Completion of a detailed map of the curricular content to identify gaps and redundancies
- Broader access to Students, Staff and Faculty to search for detailed curricular information
- Significantly faster report creation and data analysis

This guide provides users with detailed instructions and a set of query and timeline capabilities available in *Entrada* to facilitate searching and locating user-targeted curricular information in the database.

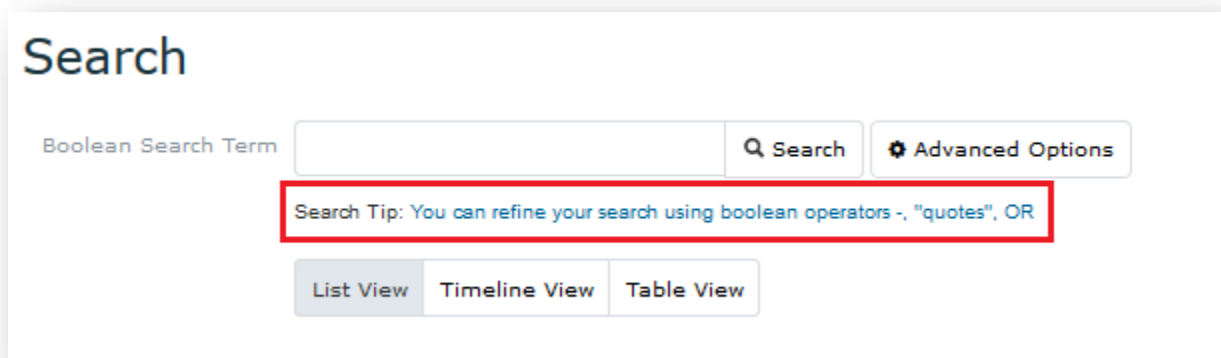
Curriculum Search in Entrada - Overview

This section of the user guide provides a general overview of the 'Curriculum Search' functionality in Entrada.

The *Curriculum Search* function in Entrada is a tool that comprises the query and timeline capabilities of the system. It is located under 'Search' tab on the top ribbon:



Curriculum Search in Entrada operates as a standard search engine based on a Boolean type of search ('Google-like' search) that allows users to combine searchable words with operators such as "-", OR, and "quotes" to produce more relevant results. These operators are effective techniques that limit, widen, or define a particular search. Additional instructions on how to use those operators are provided to users under the 'Search Tip' link:





Curriculum Search function in Entrada produces search results as a summary of all learning events within the curriculum database that contain a searchable word/phrase. These learning events are created in Entrada for all educational activities such as lectures, labs, group sessions as well as various administrative and assessment-related activities. Most of these events contain curricular details and metadata that make Entrada a searchable database where the Curriculum Search functionality traverses all curricular linkages and learning event details to produce search results.

Please note that users have an option to display all curriculum searches in Entrada in three different views, as follows:

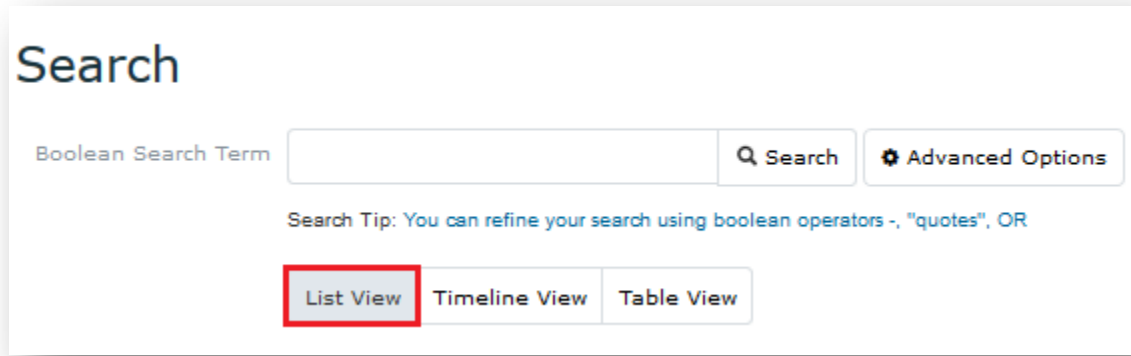
- [List View](#)
- [Timeline View](#)
- [Table View](#)

Even though these options display search results in various formats, all three views ultimately return the *same* list of learning events based on the search criteria unless you start a brand new search. Please refer to the respective sections of this user guide that describe each available view in detail.



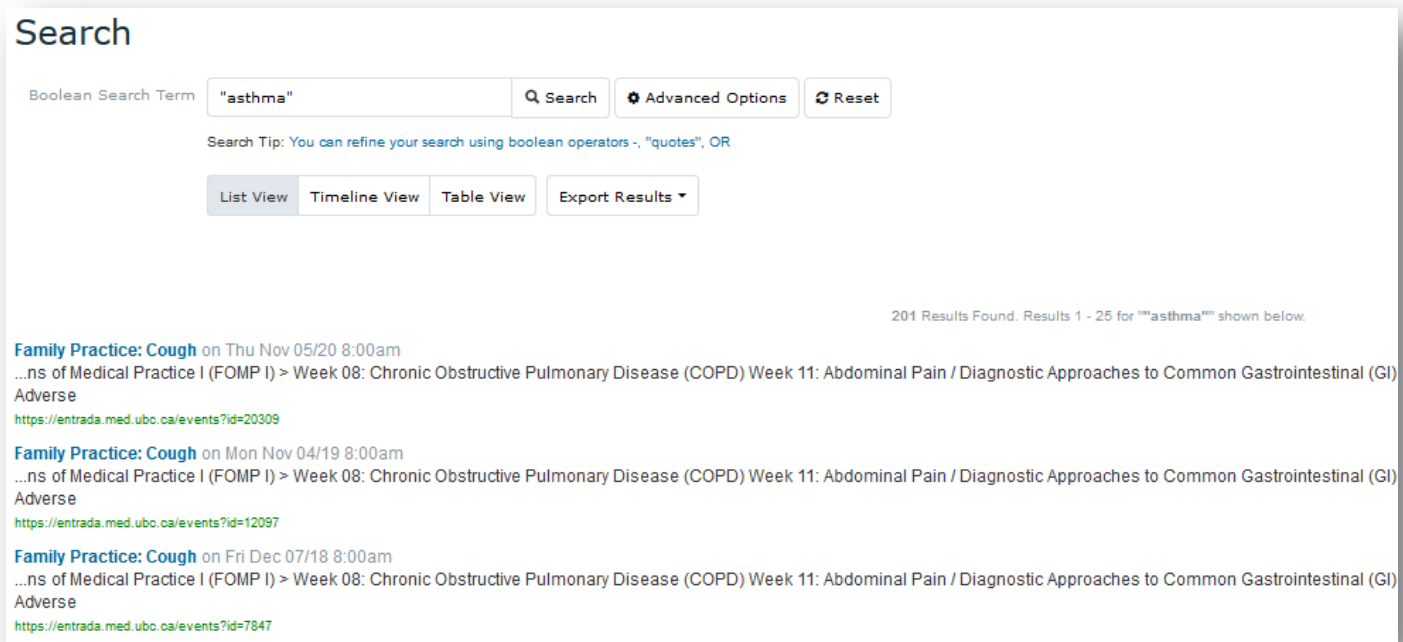
Curriculum Search – List View

This section of the guide provides an overview and instructions on how to best utilize the **List View** option when performing curriculum searches in Entrada.



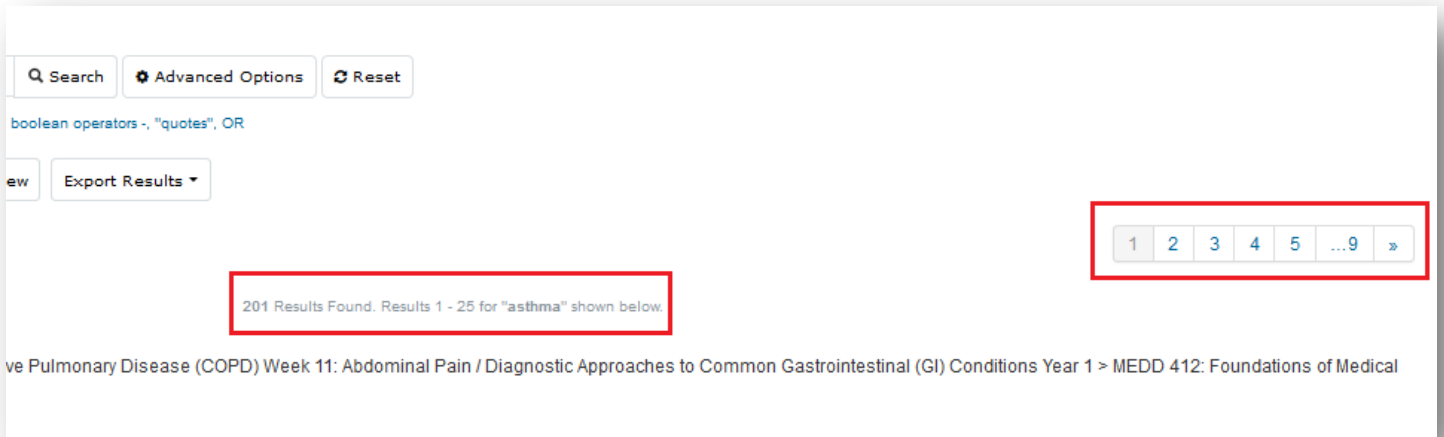
Overview

The *List View* option displays search results in a 'search engine' format where learning events are displayed as a listing of entries. These events are displayed in response to a particular query in a reverse chronological order presenting the most recent learning events first. The unique hyperlink assigned to each learning event is provided below that event in the listing as well as the date and time for that event in the curriculum schedule.





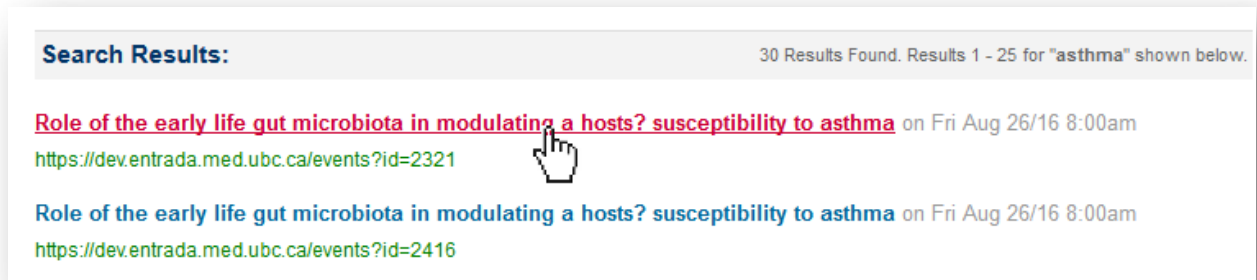
Please note that if your search parameters return more than 25 results, the remaining results will be automatically listed under the subsequent pages (1, 2, 3 etc.):



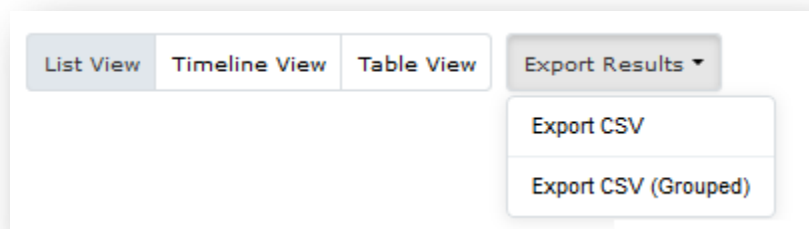
You may also apply Advanced Search Options to further refine curriculum searches in Entrada. Please refer to this [section](#) of the guide for further instructions.

How to View and Export

Once the search results are returned, you may click on any learning event (highlighted in blue to indicate an embedded hyperlink) within displayed results to open the event page and see more curricular details related to this event:



You may also export your results using the “Export Results” function button displayed above the search results to export them:



Please note that there are two data export options:

- Export CSV** – this function exports search results into Excel by creating a separate entry for each learning objective within a learning event produced in this search while providing the entire duration for each event as well the duration per individual objective. For example, if one of the learning events has 4 objectives, you will notice this learning event repeated 4 times with an individual learning objective in a single row, while displaying the entire event duration (50 min) as well as the individual objective duration (4 x 12.5 min = 50 min):

1	course_no	event	event_title	url	course_event	event	event_type	duration	teachers	Activity Objectives
315	MEDD 412	532	Week Integration - Practical A	http://Week 2016-0	50	This ses	Discus	12.5	Shane Pav	Describe the different testing modalities used to
316	MEDD 412	532	Week Integration - Practical A	http://Week 2016-0	50	This ses	Discus	12.5	Shane Pav	Describe the treatment continuum in asthma, incl
317	MEDD 412	532	Week Integration - Practical A	http://Week 2016-0	50	This ses	Discus	12.5	Shane Pav	Describe the multitude of inhaler delivery system
318	MEDD 412	532	Week Integration - Practical A	http://Week 2016-0	50	This ses	Discus	12.5	Shane Pav	Describe the role of the physician in preventing, t

While this option might be useful in certain cases, we strongly recommend using the second option described below (i.e. ‘Export CSV (Grouped)’).

- Export CSV (Grouped)** – this function exports search results into Excel by combining all learning objectives into one cell by placing a unique learning event in a single row without repeating it multiple times. For example, the same learning event used from the example above has 4 objectives, but you will notice this time this learning event has only one entry (i.e. row) with all 4 objectives in a single cell in the respective column, while the duration is displayed for the entire event only (50 min):

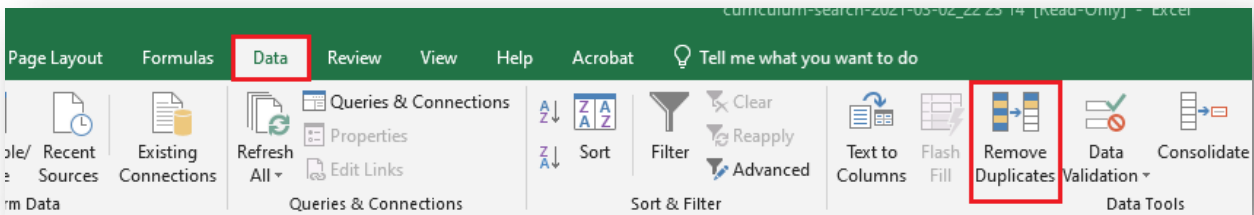
1	course_no	event	event_title	url	course_event	event	event_type	teachers	Activity Objectives
23	MEDD 412	2977	Pathophysiology of Asthma	https://Week 2017-	50	This s	Lecture	Eve-Lea Bi	1. Explain the pathophysiology of airway inflammation in asthma
									1. Describe the different testing modalities used to confirm the diagnosis of asthma
									2. Describe the treatment continuum in asthma, including non-pharmacological and pharmacological approaches
									3. Describe the multitude of inhaler delivery systems and the importance of a good technique to maximize the drug deposition in the airways
									4. Describe the role of the physician in preventing, teaching, and treating
24	MEDD 412	532	Week Integration - Practical	https://Week 2016-	50	This s	Discus	Shane Pav	

Important Note: due to some occasional system error, you may still find a few random learning events repeated more than once using the “Export CSV (Grouped)” option. We highly recommend to follow these steps to eliminate any potential duplicates:

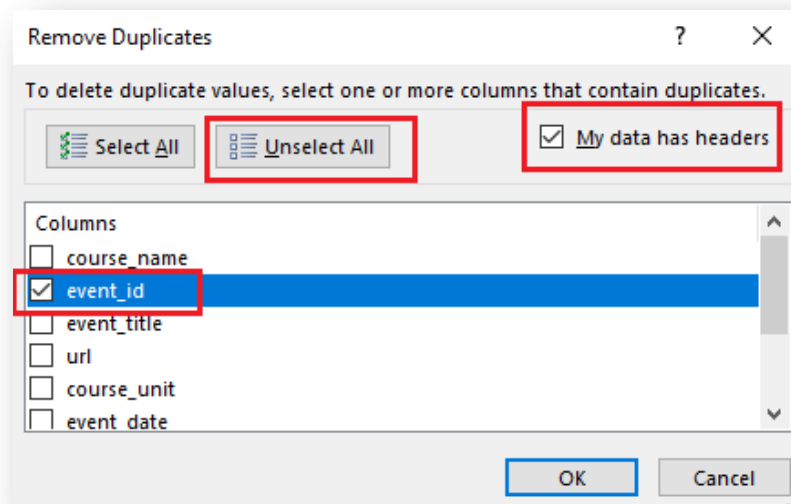
1. Click on “Export CSV (Grouped)”, **Open** the CSV/Excel file with exported data and Click “**Ctrl+A**” to highlight all data (it will be greyed out once highlighted):

	A	B	C	D	E	F	G	H	I	J	K	L
1	course_name	event_id	event_title	url	course_unit	event_date	event_duration	event_delivery	event_type	teachers		
2	MEDD 422	5216	Environment	https://er	Week 57:	2018-01-1	50	Based on	Lecture	Marcus Lem		
3	MEDD 422	1978	Environment	https://er	Week 57:	2017-01-1	50	Based on	Lecture	Marcus Lem		
4	MEDD 431	21161	*Real-Time	https://er	Ambulatory	2021-05-1	120	Portfolio	Discussion	Heather Buckley		
5	MEDD 412	27649	CBL - Cent	https://er	Week 32:	2021-04-1	110	Alana, a 2	Case-Based Instruction/Learning			
6	MEDD 412	27442	Office Vis	https://er	Week 19:	2021-04-1	180	Students	Clinical Experience - Ambulatory			
7	MEDD 412	27654	Introducti	https://er	Week 32:	2021-04-1	50	This sessio	Lecture			
8	MEDD 412	27648	CBL - Cent	https://er	Week 32:	2021-04-1	110	Alana, a 2	Case-Based Instruction/Learning			
9	MEDD 412	28631	*SYNC/Re	https://er	Week 32:	2021-04-1	60	This	Discussion	Shayda Swann		
10	MEDD 412	27653	Introducti	https://er	Week 32:	2021-04-1	50	This sessio	Lecture			
11	MEDD 412	27647	CBL - Cent	https://er	Week 32:	2021-04-1	110	Alana, a 2	Case-Based Instruction/Learning			
12	MEDD 412	27631	CBL - Asth	https://er	Week 31:	2021-04-0	110	44 year ol	Case-Based Instruction/Learning			
13	MEDD 412	27441	Office Vis	https://er	Week 19:	2021-04-0	180	Students	Clinical Experience - Ambulatory			
14	MEDD 412	27630	CBL - Asth	https://er	Week 31:	2021-04-0	110	44 year ol	Case-Based Instruction/Learning			
15	MEDD 422	27376	Approach	https://er	Week 68:	2021-04-0	80	In the firs	Lecture			
16	MEDD 412	27645	Practical A	https://er	Week 31:	2021-04-0	110	This sessio	Discussion, Large Group (more than 12)			
17	MEDD 412	27640	Environment	https://er	Week 31:	2021-04-0	50	This sessio	Lecture			

2. Click on the “Data” tab on the top ribbon and then Click on “Remove Duplicates”:

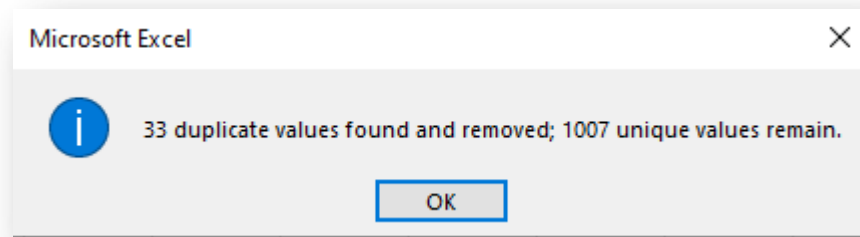


3. Click “Unselect All” and then Select “Event_ID” under Columns (the only option to be selected). Select/Tick ‘My Data Has Headers’ option and then Click OK, as follows:



4. You will now see a message box in Excel that will notify of you of how many unique learning events remain. As every learning event has a unique ID, these steps will

remove any unnecessary duplicates while keeping all learning objective in a single cell for each learning event:



You may now analyze exported data and utilize Excel functionality to remove any redundant and irrelevant information, sort your data by course or date, make notes if necessary etc. For more information about formatting your exported data, please refer to the [Frequently Asked Questions](#) section of this guide.

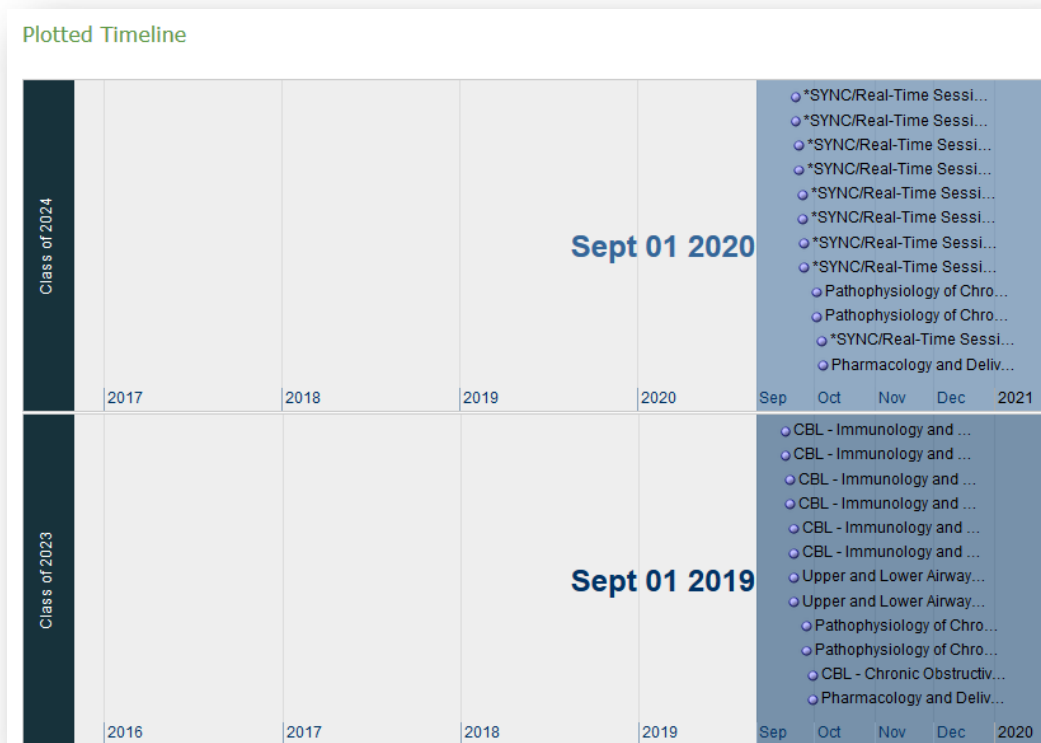
Curriculum Search – Timeline View

This section of the guide provides an overview and instructions on how to best utilize the **'Timeline View'** option when performing curriculum searches in Entrada.

The screenshot shows the 'Search' interface in Entrada. It features a search bar with the placeholder text 'Boolean Search Term', a 'Search' button, and an 'Advanced Options' button. Below the search bar is a search tip: 'Search Tip: You can refine your search using boolean operators -, "quotes", OR'. At the bottom, there are three view options: 'List View', 'Timeline View' (highlighted with a red box), and 'Table View'.

Overview

The *Timeline View* option displays search results as a plotted series of learning events in a chronological order over a linear timescale that displays the Academic Years and months where these learning events take place. Please note that there are multiple plotted timelines displaying a timescale for multiple cohorts by default (for example, *Class of 2023*, *Class of 2022*, etc.).



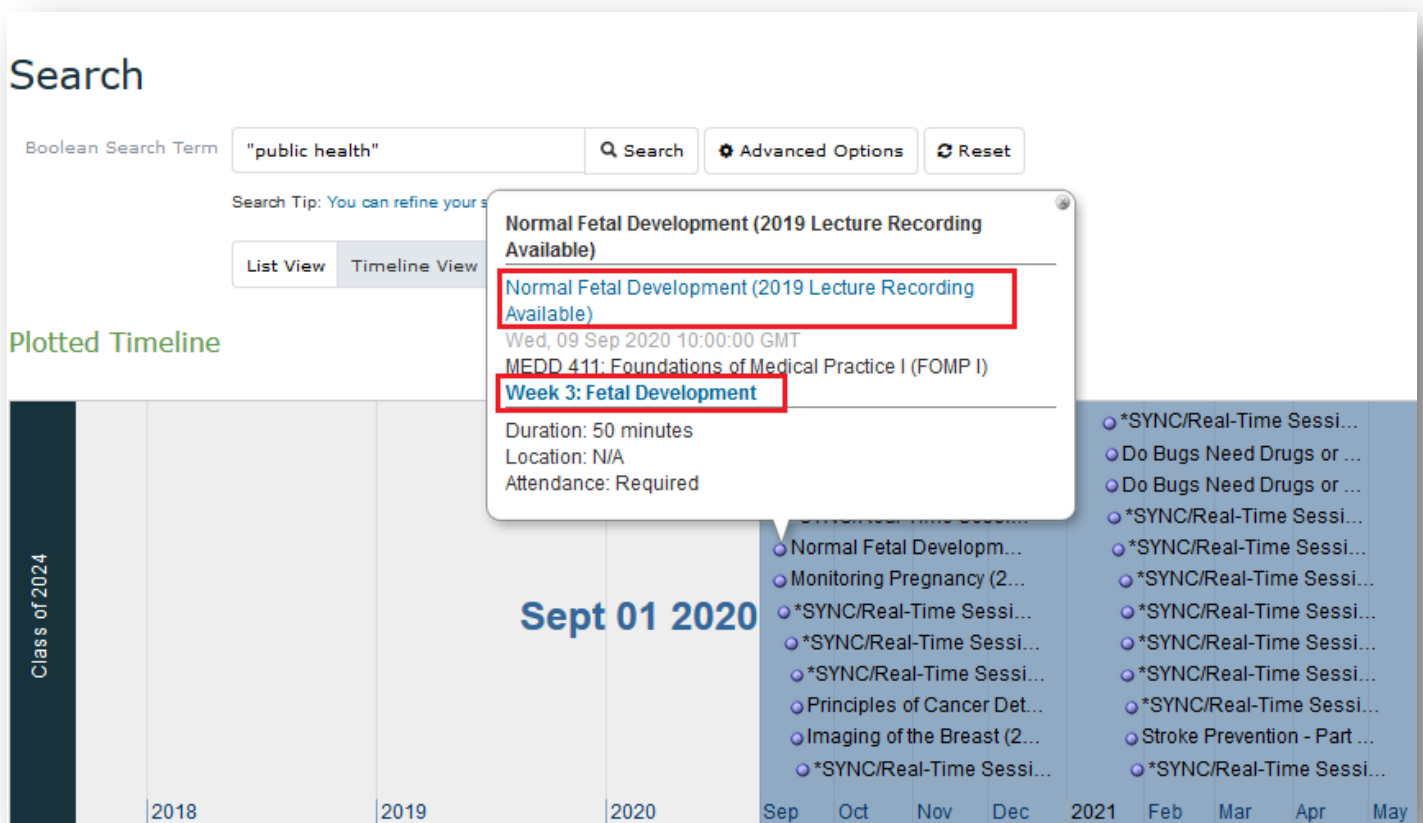
You may also browse through the returned search results by year using '1st/2nd/3rd/4th Year' filters on the right side above the plotted timeline:

[1st Year](#) | [2nd Year](#) | [3rd Year](#) | [4th Year](#)

You may also apply Advanced Search Options to further refine curriculum searches in Entrada. Please refer to this [section](#) of the guide for further instructions.

How to View and Export

Once the search results are returned, you may select a specific learning event from the timeline which will prompt a separate window where you can click on a link for the learning event or the week this learning event takes place in (both highlighted in blue to indicate an embedded hyperlink) within displayed results to open the event or week page and see more curricular details related to this event or the week:

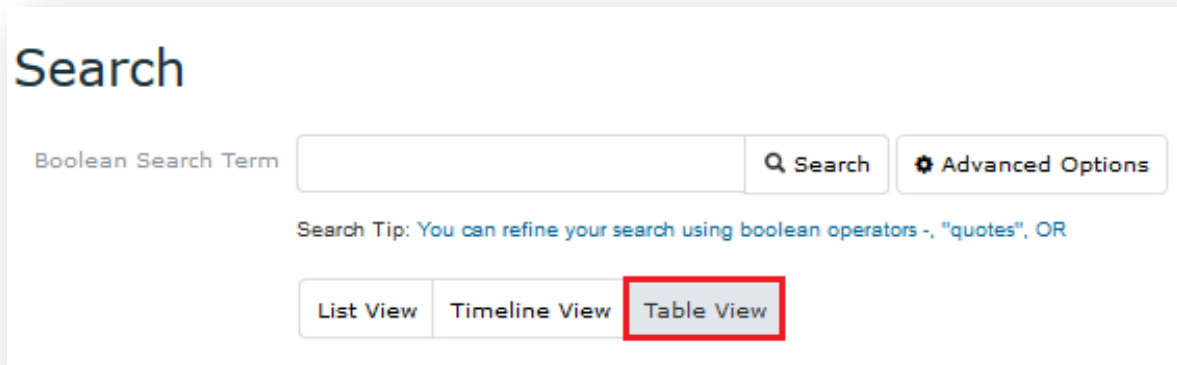


The screenshot displays the Entrada search interface. At the top, the search term "public health" is entered in the Boolean Search Term field. Below the search bar, there are buttons for "Search", "Advanced Options", and "Reset". A search tip is visible: "Search Tip: You can refine your search by year or level". The interface shows a "Plotted Timeline" view with a vertical bar for "Class of 2024" and a horizontal axis for years from 2018 to 2021 and months from Sep to May. A specific event is highlighted on the timeline for "Sept 01 2020". A pop-up window provides details for the event: "Normal Fetal Development (2019 Lecture Recording Available)", "Normal Fetal Development (2019 Lecture Recording Available)", "Wed, 09 Sep 2020 10:00:00 GMT", "MEDD 411: Foundations of Medical Practice I (FOMP I)", "Week 3: Fetal Development", "Duration: 50 minutes", "Location: N/A", and "Attendance: Required". A list of related events is shown on the right side of the timeline, including "Normal Fetal Developm...", "Monitoring Pregnancy (2...", "*SYNC/Real-Time Sessi...", "Principles of Cancer Det...", "Imaging of the Breast (2...", "Stroke Prevention - Part ...", and "*SYNC/Real-Time Sessi...".

Please refer to this section [above](#) for instructions on how to export your search results.

Curriculum Search – Table View

This section of the guide provides an overview and instructions on how to best utilize the 'Table View' option when performing curriculum searches in Entrada.



The screenshot shows the 'Search' interface in Entrada. It features a search bar with the placeholder text 'Boolean Search Term', a 'Search' button, and an 'Advanced Options' button. Below the search bar is a search tip: 'Search Tip: You can refine your search using boolean operators -, "quotes", OR'. At the bottom, there are three view options: 'List View', 'Timeline View', and 'Table View'. The 'Table View' option is highlighted with a red border.

Overview

The *Table View* option displays search results in a table format by displaying all learning events related to the search criteria with additional curricular details pertinent to a particular learning event. These events are displayed in response to a particular query in a reverse chronological order presenting the most recent Learning Events first; however, the *Table View* option has a sorting functionality where you can sort each column alphabetically or by date.

Example: you may wish to sort your results by date using a “Date” column if you need to display them in a chronological order instead. Please use the up (“↑”) and down (“↓”) arrows to sort the “Date” column:



Course Name	Learning Event	Date	Duration	Description ↑ ↓
-------------	----------------	------	----------	-----------------

The screenshot shows a table header with five columns: 'Course Name', 'Learning Event', 'Date', 'Duration', and 'Description ↑ ↓'. Each column has a sorting icon (up and down arrows) below it. The 'Date' column's sorting icon is highlighted with a red border.

Please note that *Table View* option displays a default set of columns with curricular details. You may expand this view by adding extra columns to your search results as well as further refine curriculum searches in Entrada. This can be done via Advanced Search Options – please refer to this [section](#) of the guide for further instructions.



How to View and Export

Once the search results are returned, you may click on any learning event (highlighted in blue to indicate an embedded hyperlink) within displayed results to open the event page and see more curricular details related to this event:

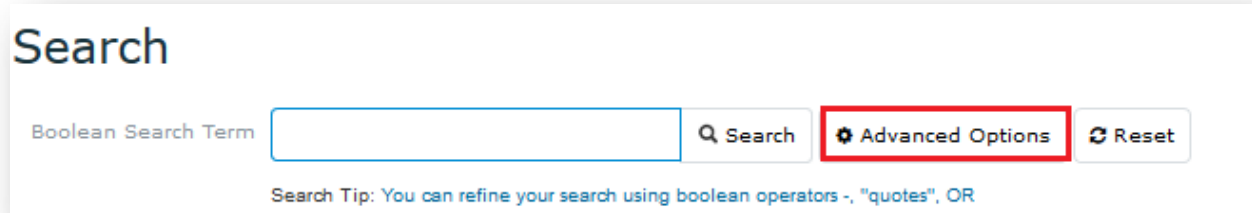
1007 Results Found. Results 1 - 25 for ""public health"" shown below.

Course Name ↑↓	Learning Event ↑↓	Date ↑↓	Duration ↑↓	Description ↑↓	Week ↑↓	Instructional Methods
MEDD 422 Foundations of Medical Practice IV (FOMP IV) and Transition into Clinical Education	Environmental Health Issues in Rural and Remote Communities from a Public Health Perspective	2018-01-11 4:00pm	50 minutes	Based on issues arising from the Week 57 CBL Case as well as related readings, this session will provide an opportunity to discuss further the determinants of health in the context of different rural communities, as well as to develop an understanding of the unique health issues facing these communities and how they have historically been addressed. Particular focus will be placed on communicable diseases that have a disproportionate burden in many rural populations. Further, understanding challenges related to access to health care and the role of environmental health through the lens of rural versus urban settings will be discussed.	Week 57: Nausea / Vomiting / Diarrhea	• Lecture

Please refer to this section [above](#) for instructions on how to export your search results.

Advanced Search Options

This section of the guide provides instructions and examples on how to use the **'Advanced Search Options'** to further refine curriculum searches in Entrada.



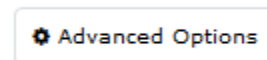
Search

Boolean Search Term

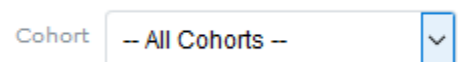
Search Tip: You can refine your search using boolean operators -, "quotes", OR

Search results in all three available views (List View, Timeline View, and Table View) can be filtered by additional parameters such as 'Cohort', 'Academic Year', 'Course' as well as other filters that are currently available and utilized in Entrada by the Curriculum Management Unit specifically for the Undergraduate Program through the "Advanced Search" functionality. By choosing a specific filter or an element of metadata (i.e. *curriculum tags* such as 'themes', 'systems', 'UBC Formulary', 'MESH Keywords', etc.), users can refine their search to produce more relevant results. Please note that you may simultaneously use multiple filters described below. Adding 2 or more filters at the same time will narrow down and refine your search results in a way that would simultaneously satisfy all selected filters. Please refer to the following instructions should you wish to use the "Advanced Search" functionality:

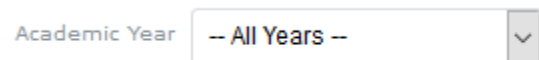
A. **Click** "Advanced Search" to unhide all available filters:



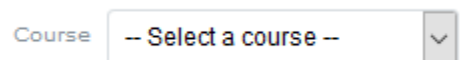
B. **Apply** a "Cohort" filter and then **Click** "Search" to apply a filter that would limit search results to a specific cohort. The results will be displayed for the selected class only (ex. *Class of 2019*):



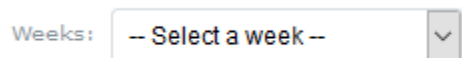
C. **Apply** an "Academic Year" filter and then **Click** "Search" to apply a filter that would display search results for the selected Academic Year only (ex. *2020/2021*):



D. **Apply** a "Course" filter to refine your search according to the selected course and then **Click** "Search" to apply this filter:



E. **Apply** a "Week" filter to refine your search according





to the selected week and then **Click** “Search” to apply this filter. Please choose carefully as weeks may differ from one class to another:

- F. **Add** additional data and other tag sets (i.e. taxonomies) to your search results by using “Tag Set(s) to Add” (*only available under ‘Table View’*) to see more curricular details associated with returned learning events:

Tag Set(s) to Add:

Show List Remove

Example: you would like to know which keywords and formulary (i.e. drugs) were tagged to the learning events related to your search criteria.

1. **Click** “Show List”, **Choose** a tag set called “Keywords” and then **Click** “Add”. **Choose** another tag set called “**UBC Formulary**” and then Click “Add”. You will now see those tag sets added to the first column “Tag Set(s) to Add”:

Tag Set(s) to Add: Keywords
UBC Formulary

Hide List Remove

2. When you are ready to do your search, **Click** “Search”, the displayed results below will now have two additional columns you’ve just added: “Keywords” and “UBC Formulary”. If you [export](#) them to Excel, they will also appear in your Excel file.
3. **Highlight** any tag set and Click “Remove” if you no longer need a specific tag set to be displayed in your search results.

Please note that CMU recommends adding the following tag sets to all of your searches by default:

- **Activity Objectives** – learning objectives associated with a learning event;
- **Department Affiliation** – department which the associated faculty/instructor for a learning event is affiliated with;
- **Host Sites** – one of the four MDUP host sites (*IMP, NMP, SMP, VFMP*);
- **Special Tags** – curricular tags that CMU uses to identify certain types of sessions (for example, *Clinical Experiences, Student Affairs*, etc.);
- **Systems** – [UBC systems](#) used to describe the curriculum organization and identify common levels of focus and integration within the program;
- **Themes** – [UBC themes](#) used to describe the curriculum organization and identify common levels of focus and integration within the program;
- **Keywords** – UBC-adopted [MeSH \(Medical Subject Headings\) taxonomy](#) used for mapping the curriculum;
- **UBC Formulary** – a compiled [list of drugs](#) that students are expected to have seen through all 4 years of the curriculum.

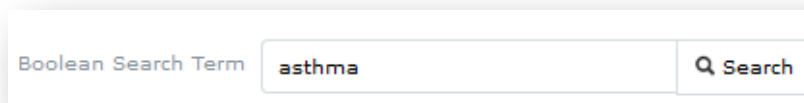
G. **Select** one or multiple “Filter Tags” to further refine your search using specific curricular data filters utilized in MDUP and then **Click** “Search” to apply this filter:

Filter Tags

Select Curriculum Tags to Filter By

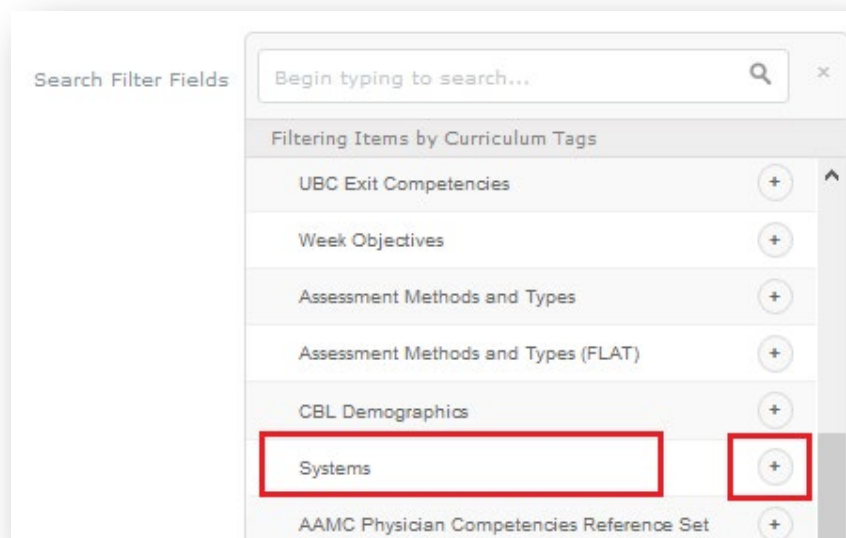
Example: You are searching for a term “asthma”, but you would like to know what learning events in MDUP cover this term and also happen to be mapped to a ‘Respiratory’ system at the same time:

1. **Type** “asthma” in the search box:



Boolean Search Term

2. **Select** a “Filter Tag” called “Systems”:



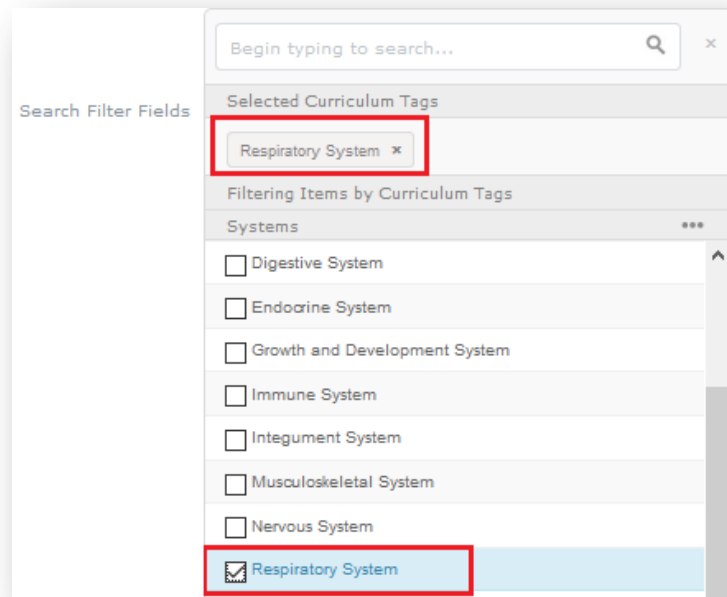
Search Filter Fields

Begin typing to search...

Filtering Items by Curriculum Tags

UBC Exit Competencies	+
Week Objectives	+
Assessment Methods and Types	+
Assessment Methods and Types (FLAT)	+
CBL Demographics	+
Systems	+
AAMC Physician Competencies Reference Set	+

3. **Select** “Respiratory” system and then **Click** “Search”:



The search results will be refined to display all learning events related to “asthma” that are mapped to a “Respiratory” system. Alternatively, if you choose not to add this additional “Respiratory” system filter, you would get all results related to “asthma” including those that are not necessarily mapped to a “Respiratory” system.

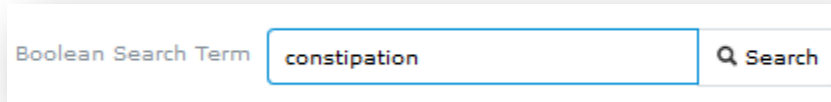
- H. **Apply** “Search Filter Fields” function to confine a specific area within Entrada to perform a particular search within. Then **Click** “Search” to apply this filter:



Please note that the “Search Filter Field” function is very similar to the “Filter Tags” function described [above](#). With “Search Filter Field”, however, you can use additional fields and areas in the curricular database to confine your search area. “Search Filter Field” list contain all the curricular data filers available under “Filter Tags” and offers additional fields that “Filter Tags” doesn’t have. Additionally, you may use standard query operators (i.e. “Search Filter Operators”) such as “is”, “is not”, “contain” etc. to include or exclude specific results from your searches. These operators are powerful tools to search for gaps, redundancies and can even be used to identify missing mappings.

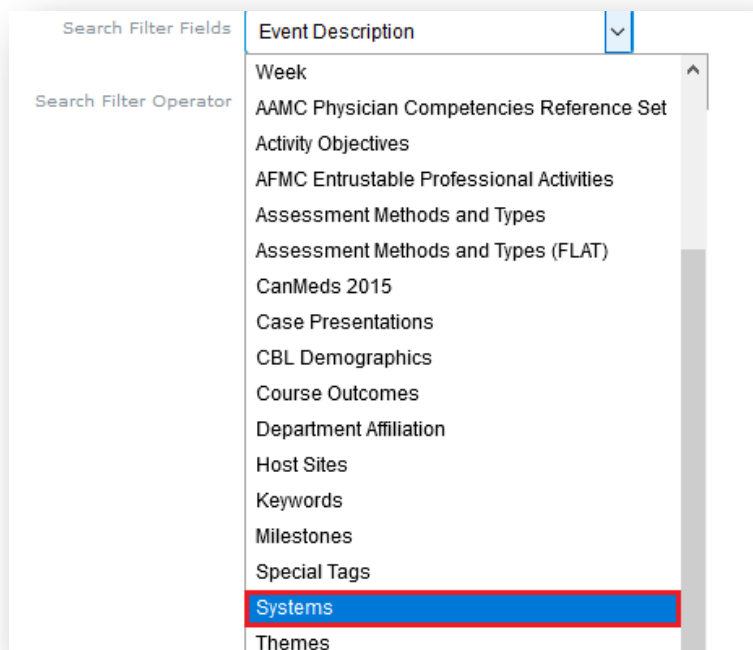
Example 1: You are searching for a term “constipation”, but you would like to know what learning events in MDUP cover this term and also happen to be mapped to a ‘Digestive’ system at the same time:

1. **Type** “constipation” in the search box:



Boolean Search Term

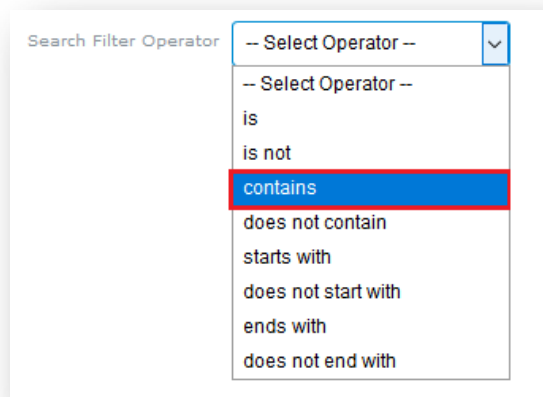
2. **Select** a “Search Filter Field” called “Systems”:



Search Filter Fields
Search Filter Operator

- Week
- AAMC Physician Competencies Reference Set
- Activity Objectives
- AFMC Entrustable Professional Activities
- Assessment Methods and Types
- Assessment Methods and Types (FLAT)
- CanMeds 2015
- Case Presentations
- CBL Demographics
- Course Outcomes
- Department Affiliation
- Host Sites
- Keywords
- Milestones
- Special Tags
- Systems**
- Themes

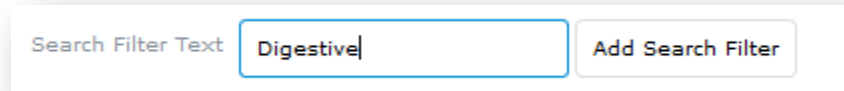
3. You will now notice a new field appeared on the screen – “Search Filter Operator”. **Click on** “Search Filter Operator” and **Select** “Contains” operator if you are not sure about the exact wording of the system/term you are looking for or “Is” if you know exactly the filter you are looking for. Let’s use “Contains” as an example.



Search Filter Operator

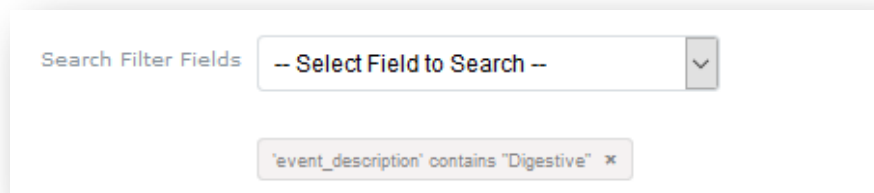
- Select Operator --
- is
- is not
- contains**
- does not contain
- starts with
- does not start with
- ends with
- does not end with

- You will now notice another field appeared on the screen – “Search Filter Text”. **Type in** your term (i.e. “Digestive” system in this case) and **Click** “Add Search Filter” (you can also type a partial word – for example, “digest” since you selected “Contains” operator that allows for a partial term search; however, you would have to spell it out completely if you were to use the “is” operator as the system would then look for an exact match):



A screenshot of a search filter interface. On the left, the text "Search Filter Text" is displayed. To its right is a text input field containing the word "Digestive". Further to the right is a button labeled "Add Search Filter".

- Please note that after you have successfully added this filter, you would see a grey box to confirm your selection under the “Search Filter Fields” field:

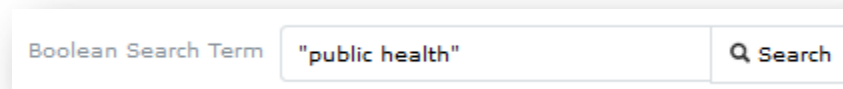


A screenshot of a search filter interface. On the left, the text "Search Filter Fields" is displayed. To its right is a dropdown menu with the text "-- Select Field to Search --" and a downward arrow. Below this is a grey box containing the text "'event_description' contains 'Digestive' ✕".

The search results will now be refined to display all learning events related to “constipation” that are mapped to a “Digestive” system. Alternatively, if you choose an operator “is not” and add “Digestive” as a term, you would get all results related to “constipation” that are **not** necessarily mapped to a “Digestive” system.

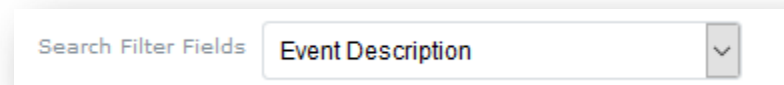
Example 2: You are searching for an exact term that contains two words: “public health”, but you would like to know what learning events in MDUP cover this term and specifically mention it in their abstracts (i.e. event description):

- Type** “public health” using quotation marks to look for the exact matches in the search box:



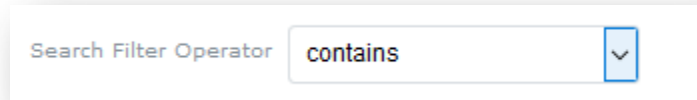
A screenshot of a search filter interface. On the left, the text "Boolean Search Term" is displayed. To its right is a text input field containing the text "public health" in quotes. Further to the right is a button labeled "Search" with a magnifying glass icon.

- Select** a “Search Filter Field” called “Event Description”:



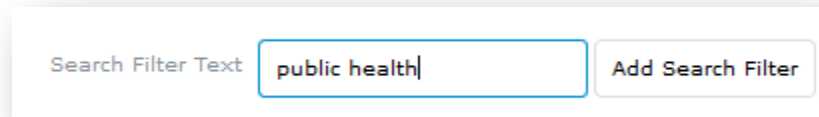
A screenshot of a search filter interface. On the left, the text "Search Filter Fields" is displayed. To its right is a dropdown menu with the text "Event Description" and a downward arrow.

3. **Click on** “Search Filter Operator” and **Select** “Contains” operator:



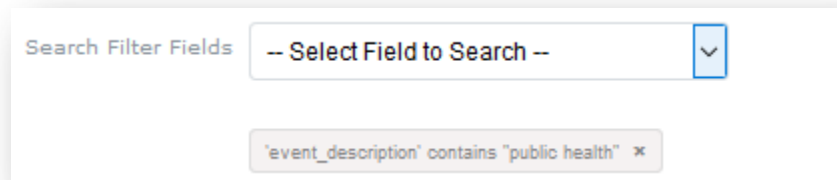
Search Filter Operator contains

4. **Type in** “public health” (please note that there is no need to use quotation marks when filling out this field) and **Click** “Add Search Filter”:



Search Filter Text public health Add Search Filter

5. Please note that after you have successfully added this filter, you would see a grey box to confirm your selection under the “Search Filter Fields” field:

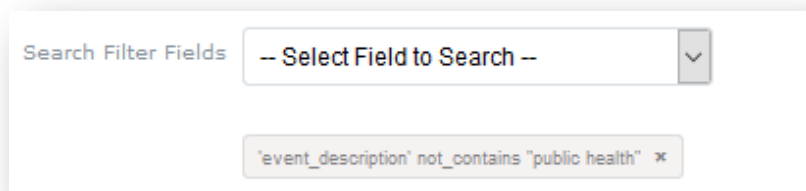


Search Filter Fields -- Select Field to Search --

'event_description' contains "public health" ✕

The search results will now be refined to display all learning events related to “public health” that have an exact term of “public health” in their event description.

6. Alternatively, if you choose an operator “does not contain” under ‘Search Filter Operator’ and add “public health” as a term, you would get all results related to “public health” that will display learning events where this term “public health” is not mentioned. You would be able to see a list of learning events where this term is mentioned elsewhere, but not in the event description (for example, one of the objectives or a theme mapping could contain “public health”, while the abstract does not contain this term):



Search Filter Fields -- Select Field to Search --

'event_description' not_contains "public health" ✕



Theme and System Spiraling Reports

This section of the guide provides instructions on how to create a theme or system spiraling report.

As a theme or a system lead, you may need to produce a curriculum report for your theme/system to see how it spirals through the MDUP curriculum and identify potential gaps and redundancies.

Instructions:

1. **Log in** to Entrada using your CWL credentials: <http://entrada.med.ubc.ca/>
2. **Click** on the “Search” tab and then Click on “Curriculum Search”.
3. **Choose** and **Click** on one of three available options (“[List View](#)”, “[Timeline View](#)”, or “[Table View](#)”) and then **Enter** your search term in the “Boolean Search Term” box.
4. If you are not looking for a specific searchable term or a word fragment, but rather looking for a Theme/System mapping, leave the search term line blank and **Click** on the “Advanced Options” – please refer to this [section](#) of the guide for more details about advanced options.
5. **Use** a “Filter Tags” option described [here](#) (under “G”) and **Select** a theme/system you are looking to explore.
6. If needed, **Apply** any other filters from the “[Advanced Search Options](#)” as needed.
7. **Export** your search results into a [CSV file](#) and **Format/Clean up** the data in Excel based on your requirements.

Note: You may want to sort your exported data by course, date and/or remove data from previous academic years. Alternatively, you can use the cohort filter (described under “B” [here](#)) and/or course filter (described under “D” [here](#)) from the “[Advanced Search Options](#)” to get the same results; however, that means you will have to run the same search a few times, export data and amalgamate multiple searches into one spreadsheet.

8. As the last step, please **Remove** those learning events that are conceptually irrelevant or redundant by browsing through and analyzing your data.

For additional information on the produced results, available views, and importing capabilities, please refer to this video-tutorial:

<https://mednet.med.ubc.ca/Teaching/curriculum-management/curriculum-search/Pages/default.aspx>