Adding MeSH Terms to Ilios Sessions

Note- The UCISOM Ilios QuickStart Guide contains a more complete description of completing a variety of Ilios tasks, including uploading files. http://sites.uci.edu/medicaleducator/ed-tech-tools/

What are MeSH Terms? MeSH (Medical Subject Headings) is a thesaurus maintained by the U.S. National Library of Medicine that allows tagging sessions with appropriate (shareable) vocabulary.

Why add MeSH to the Ilios database? Ilios will be used to run curriculum mapping reports. Selecting MeSH terms is one of the most important and difficult tasks with the mapping process. We appreciate your diligence and patience.

Access Ilios

1. **Ilios Portal** - [https://curriculum.hs.uci.edu/](https://curriculum.hs.uci.edu/) Use your main campus login (which may be the same as your hs login if passwords are linked).
2. Search for your course. You only need to enter a portion of the course title. Be sure to choose the correct academic year.

3. Select the Session.
   You can sort sessions in alphabetical and chronological order (circled in red). You can expand/collapse course and session information as needed (yellow highlight).
Add MeSH Terms

4. Select Edit next to MeSH terms (see red arrow on screenshot below).

5. Search for the correct MeSH terms. **It is best to choose 5 or more terms per session.** If you find this difficult, read the information below.

Three Approaches to Adding MeSH terms

i. Search and modify your search until you find the appropriate keywords. If you are having difficulty finding appropriate keywords, see ii and iii below.

ii. Use the MeSH Browser. Enter the keywords most pertinent to your session to find the closest MeSH term. Select descriptor (vs qualifier). You can click on the “tree number” to see more detailed possibilities. http://www.nlm.nih.gov/mesh/2015/mesh_browser/MBrowser.html

iii. Start at the top of the MeSH tree. By starting at the top of the tree and moving through the levels, you will directly see MeSH terms available instead of searching. http://www.nlm.nih.gov/mesh/trees.html
6. After adding the MeSH terms, you must republish the session. **Select Publish**; the yellow band will back to grey. Otherwise, the students do not see any information on the Ilios calendar.

7. You may see this box. **Be sure to click the box** so the session remains published. Otherwise, the students do not see any information on the Ilios calendar.

8. Log out of Ilios.

**Optional:** You can also add MeSH terms in two other locations in order to optimize searching and mapping the curriculum.

9. Select the MeSH terms (within bluesquare on screenshot, next page) that best represent your session’s Learning Objectives.

10. Add MeSH terms to best describe your learning materials (second screenshot, next page).
11. **You will need Publish.** See steps 6 and 7.

**Summary- Adding MeSH Terms**

<table>
<thead>
<tr>
<th>Ilios Level requiring MeSH terms</th>
<th>Optimal Number of MeSH terms</th>
<th>Notes</th>
<th>Who selects MeSH terms?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session (red arrow in screenshots)</td>
<td>Five or more</td>
<td>Required - determine these first.</td>
<td>Teaching Faculty</td>
</tr>
<tr>
<td>Associated w/ Session Objectives (blue box in screenshot)</td>
<td>Two or more per objective</td>
<td>Match MeSH specifically to session objectives</td>
<td>Teaching Faculty</td>
</tr>
<tr>
<td>Associated with Session Learning Materials- can add when uploading course materials</td>
<td>Similar to terms used above; however can be more specific to learning material.</td>
<td>Match MeSH specifically to learning materials</td>
<td>Teaching Faculty</td>
</tr>
</tbody>
</table>