



KnowledgeShare

News from KnowledgeShare - September 2024

Teams using KnowledgeShare for:



Evidence Updates

134



Evidence Searching

53



Skills Teaching

9

Members receiving updates:



63,616

Support requests from LKS teams:



82

Feature reminder: permission groups

There are three different permission groups for LKS Staff accounts in KnowledgeShare:

- LKS Administrators
- Librarians
- Library Assistants

Library Assistants and Librarians can carry out tasks related to their role but cannot make changes that affect the whole LKS. (For example, adding and editing LKS email templates, adding LKS staff, managing training templates.)

LKS Administrators have full admin rights and will also receive certain email notifications from the system that require action. One member of the LKS Administrators group will also be the named 'Administrator'. They are the default contact and overall administrator for your LKS, but there are no differences to their permissions.

For a full list of the permissions associated with the different groups, see the [KS Web Handbook - Appendix 6](#).

If you're not sure you have the correct permissions for your role, ask your Administrator or get in touch with the KS team: uhsussex.knowledgeshare@nhs.net



KnowledgeShare

Category Q&A



Are you aware of emerging infections this winter?



We've conducted our annual review of the infectious diseases we index. If you are aware of any emerging conditions this winter you think should be included, please let us know. For those of you who index resources, don't forget that there are child terms for "Healthcare Associated Infections" and "Antibiotic Resistance" and we have added MPox as a condition under "Communicable Diseases".

Change to KnowledgeShare invoicing

Our Trust no longer allows us to create invoices that span two financial years. Therefore, we can only invoice on a *pro rata* basis up until 31/03/2025. We will then issue a second invoice (using the same PO) for the remainder, after 01/04/2025.

However, many teams are finding it simpler to realign their licence period with the financial year. In which case, we will still produce a *pro rata* invoice up until 31/03/2025 and then, should you wish to renew for a further year, we will invoice for the 12-month period 01/04/2025 to 31/03/2026.

Apologies for any inconvenience, but this is out of our hands, and we hope it doesn't cause any problems for you. Please get in touch and let us know which option works best for you.

Forthcoming training and events

Skills

This online demonstration will help you manage information skills teaching, including either ad hoc teaching or scheduled sessions.

Tuesday 29 Oct 2024, 1pm– 2.30pm (Teams)

Adding local resources

Tuesday 12 Nov 2024, 1pm– 2.30pm (Teams)

uhsussex.knowledgeshare@nhs.net to book.

Evidence Search

This online demonstration will help you manage evidence searching with KnowledgeShare.

Wednesday 2 Oct 2024, 2pm-4pm (Teams)

Thursday 24 Oct 2024, 2pm-4pm (Teams)

Thursday 7 Nov 2024, 10am-12pm (Teams)

Thursday 26 Nov 2024, 1pm-3pm (Teams)

"KnowledgeShare is a brilliant tool for meeting our users' current awareness needs and maintaining a relationship with them in a low-intensity way."



Knowledge and Library Services Lead,
George Eliot Hospital NHS Trust