

From: Bosco, F. A., Field, J. G., Larsen, K., Chang, Y., & Uggerslev, K. L. (in press). Advancing meta-analysis with knowledge management platforms: Using metaBUS in psychology. *Advances in Methods and Practices in Psychological Science*.

Table 1: MetaBUS Query Tips

Tip	Fallible query	Improved query	Explanation
1. Apply Boolean logic	autonomy job control	autonomy, job control, -need	In this fallible query, the space character (AND operator) is used twice and is thus searching for variables that include <i>all three</i> letter strings (a rare event). By separating <i>autonomy</i> and <i>job control</i> with a comma (OR operator), any variable containing either <i>autonomy</i> or (<i>job</i> and <i>control</i>) will be located. Finally, the hyphen (NOT operator) is used at the start of a letter string to remove irrelevant results such as <i>need for autonomy</i> .
2. Avoid needless use of hyphens	self-esteem	self esteem	Hyphens should almost never be used because the space character is interpreted as an AND operator. Thus, there is no need for the hyphen. In addition, the inclusion of the hyphen in the fallible query will not return instances where self-esteem was erroneously reported in articles without the hyphen.
3. Avoid topical area terms	personality	extraversion	Topical area terms are rarely reported verbatim in correlation matrices. Rather, construct or variable names are reported. One may choose to specify a particular personality trait (e.g., extraversion), or string together several. Alternatively, for those conducting broad searches of all personality traits, a taxonomic branch code may be specified (see Tip 10).
4. Consider word fragments	education level	edu level	Correlation matrices often contain truncated letter string variants. As an example, education level may be reported as <i>edu level</i> . The fallible search term <i>education level</i> will not capture its truncated variants.
5. Consider common synonyms	turnover intentions	turnov int, quit int, leave int, exit int	Researchers often use different terms to refer to the same construct. Turnover intentions are also referred to as quit intentions, leave intentions, and exit intentions (among others). The improved query term captures these variants and also applies fragmentation to capture additional records.
6. Consider abbreviations	leader-member exchange	lead mem exc, LMX	Apart from fragmentation, researchers often use initialisms (e.g., LMX for leader-member exchange) or acronyms (e.g., PANAS for positive and negative affect schedule).
7. Avoid term overspecification	employee role performance	role perf, job perf	Although one may indeed be searching for employee role performance, this exact phrase is rarely reported in correlation matrices. Consider search terms with less specificity.
8. Avoid term underspecification	age		Many words contain the letter string <i>age</i> (e.g., manage). The fallible query will return many irrelevant results. Consider using a taxonomic identifier instead (see Tip #10).
9. Avoid needless use of quotation marks	"job satis"	job satis	Unlike the improved query, the fallible query will not capture records such as <i>satisfaction with job</i> .
10. Use taxonomic identifiers	job satis	job satis, 20072	Each variable in metaBUS is manually classified according to an ontology/taxonomy with more than 4,500 variables/constructs. Taxonomic search identifiers are meaningless 5-digit codes that circumvent letter string concerns. The full taxonomy may be viewed at shiny.metabus.org .