QWEB USER GUIDE

Merging Code Groups

You may find it useful to combine two Code Groups together to create a new Code Group using QWeb's 'Merge' function. This can be used with Code Groups from your Code Group Library and/or Code Groups from a Project in which you are involved. This User Guide explains how to do this. It is a stand-alone Guide but you may also wish to refer to the accompanying Video, 'How Do I Merge Code Groups?'

Related Documents you may find useful:

Building a New Code Group using SNOMED Codes
Building a New Code Group using BNF Codes
Building a New Code Group using ICD-10 Codes
Building a Code Group using QWeb Code Group Libraries
Linking Code Groups to Projects created by other QWeb Users
Code Group Versions: An Overview
Code Groups: Saving, Checking In and Checking Out
Requesting a Review
Reviewing someone else's Code Group
How to make your Code Groups publicly available
Projects: An Introduction
How to Make a Project Application
Turning an Application Into a Project
Using my Code Groups in Projects

QWeb is a regularly updated piece of software. The accompanying User Guides and Videos are frequently reviewed to ensure compatibility with the latest version of QWeb. It is important that you use the most recently published User Guides and Videos to ensure maximum accuracy. These can be found at:

https://www.qresearch.org/qweb-guides

QResearch welcomes feedback on these User Guides and Videos. If you have any suggestions or questions, please feel free to contact us here:
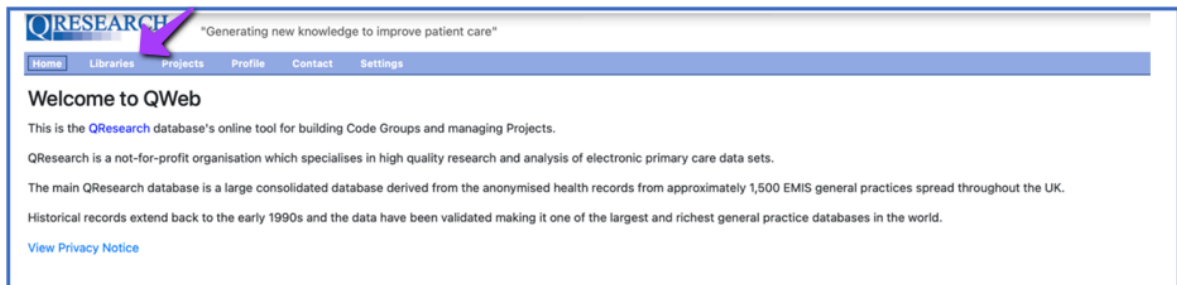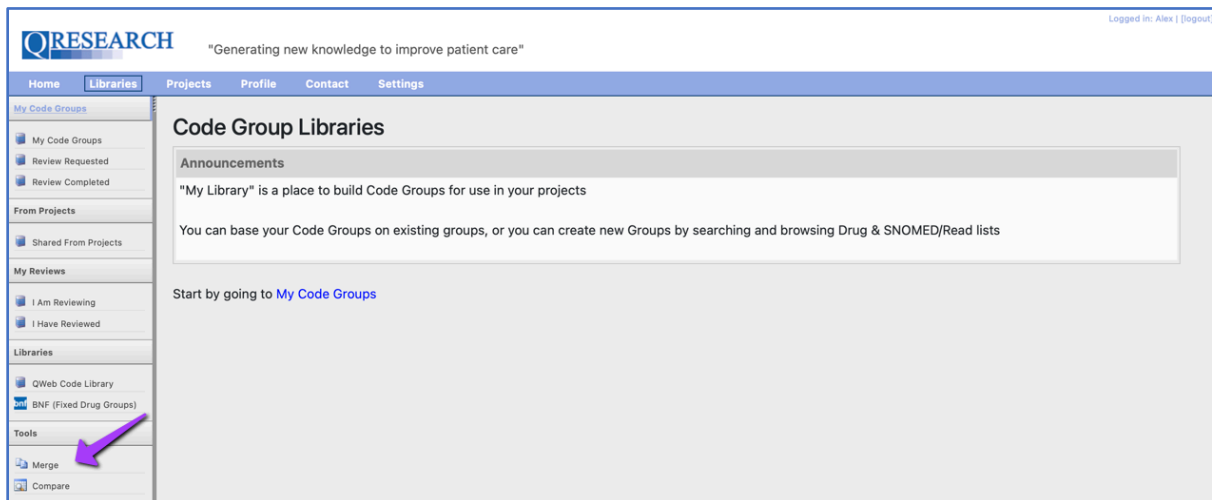
https://www.qresearch.org/about/contact-us/

Merging Code Groups

1. To Merge two Code Groups together, first go to the Code Group Libraries area:

2. Then select the 'Merge' function:

3. This will display the following information:

4. To start the Merging process, select **Click here to start** ➡ from the bottom right of the page. (You can remove the explanatory text for next time by ticking the checkbox 'Don't show me this introduction screen again' before you start this process.)

5. You will then be asked what type of Code Groups you wish to Merge (you can only merge Code Groups containing the same type of data):

6. Select the type of Code Group you wish to merge from the drop-down menu:
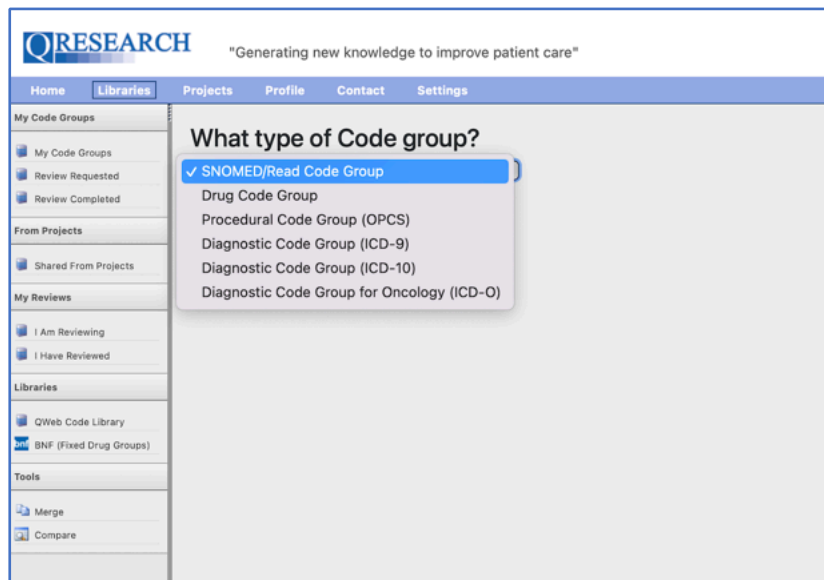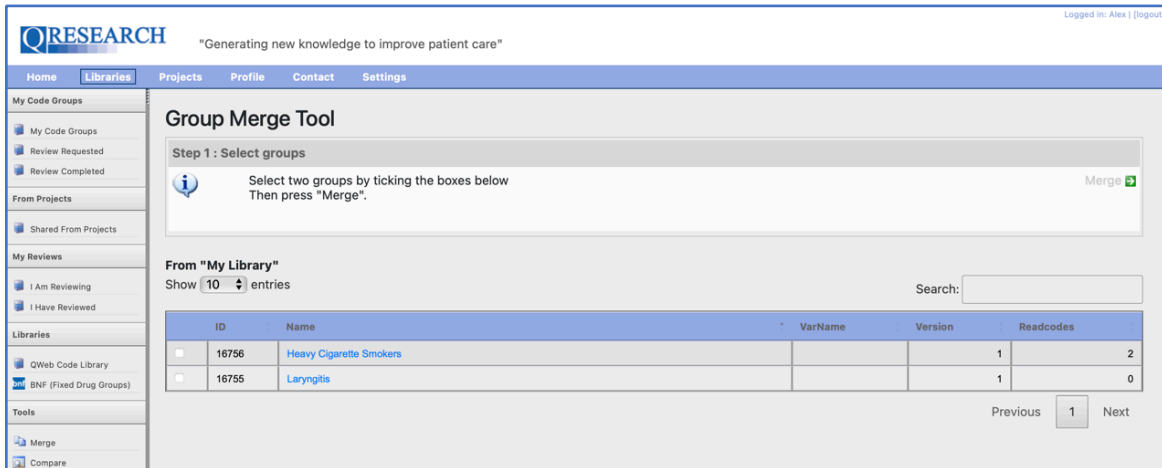
7. Then select 'continue':
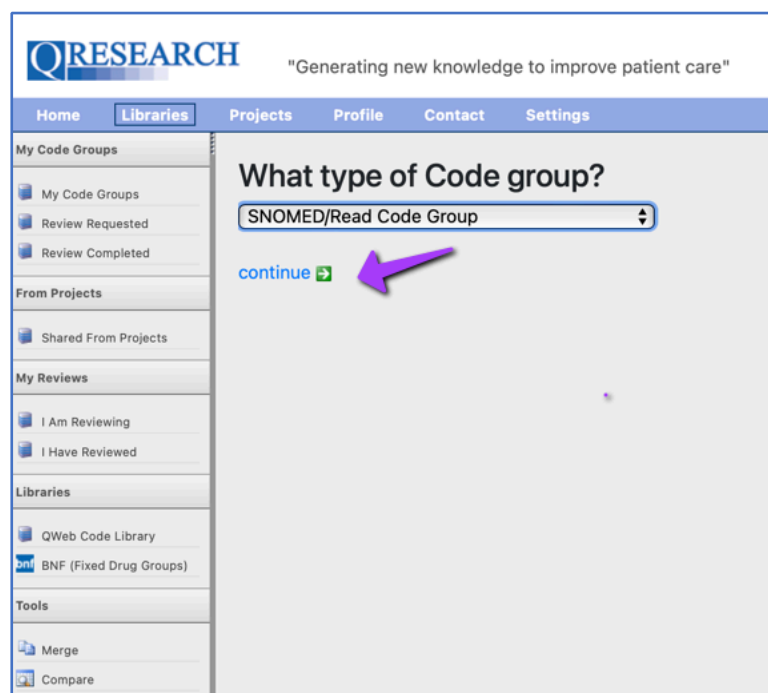
8. This takes you to Step 1 of the Group Merge Tool:

9. You have the option to change the number of Code Groups displayed from your Code Group Library (10, 25, 50, 100), as well as a Search function – these tools can be particularly useful if you are managing a large number of Code Groups. Tick the checkboxes of the two Groups you wish to Merge. This will display the selected Code Groups on the top right of the screen:

10. If you wish to change the Group you have selected, you can uncheck the box or select the bin icon (🗑). Once you have chosen the two Code Groups, select the **Merge** ➡ function on the upper right of the screen.

11. This takes you to Step 2 of the Group Merge Tool:

12. As the screen shows, there are 4 types of Merge options which select Codes from the two specified Groups and merge them into one Code Group containing:

1) All Codes which appear in *both* Groups (Group A **and** Group B)
2) All Codes which appear in *either* Group (Group A **and/or** Group B)
3) All Codes from Group A which do not exist in Group B
4) All Codes from Group B which do not exist in Group A

13. Select the type of Merge option you require from the Dropdown menu provided. Provide a Name for the resulting Code Group, and then click on 'Merge':

Group Merge Tool

Step 2 : Select merge type

There are four types of merge:
- 1) Codes which appear in **both** A and B
  Codes have to appear in both of the groups to be part of the final group

- 2) Codes which appear in **either** A or B

  Codes can appear in either of the groups to be part of the final group, this effectively adds group A to group B

- 3) Codes from A where the code doesn't exist in B

- 4) Codes from B where the code doesn't exist in A

In all cases there will be no duplicated codes in the final group

Groups to be merged
Group A: (16755) Laryngitis
Group B: (16756) Heavy Cigarette Smokers

Merge Type
3) Codes from A where the code doesn't exist in B ↕

Name for resulting group
Laryngitis Codes not in Heavy Cigarette Smokers

Merge →

14. A new Code Group containing the Merged Codes will then be saved to your Code Group Library. Information showing this will appear on the screen, including a count of the number of Codes contained in the new Group:

Merge finished

A new Group has been created and saved at version 1 into Your Library

(16761) Heavy Cigarette Smokers & Laryngitis Codes
Contains 5 Items

15. If you wish to Merge two Code Groups which have been shared to you via a Project, the process is exactly the same. When you go to the Group Merge Tool, these will be visible under the 'Shared through projects' heading:

16. Again, you can adjust the number of Code Groups displayed on the screen and/or use the Search function.

17. Follow the Merge process as described from Step 9 to Step 14 to Merge two Code Groups which have been shared with you through a Project.

18. This User Guide has illustrated how to Merge Code Groups. It is a stand-alone Guide but there is also an accompanying video *'How do I Merge Code Groups?'*, available on the QResearch website.