

Organization Folders

Organization Folders (or “Org Folders”) enable [Org Owners and Admins](#) to create folders and organize nests within these folders. These folder structures are then available for all Org members as well.

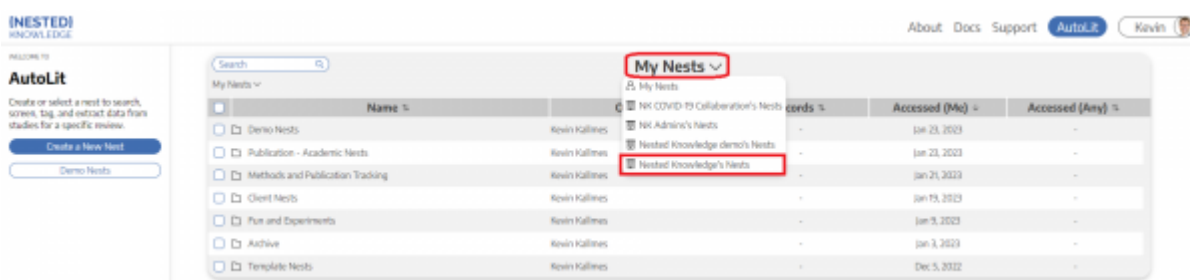
Org Folders vs. Org Management page

Org Folders are meant to provide easy management & structure to your members & admins of the nests your Org has access to; this is their only function, and they are accessed separately from other Org capabilities.

To manage any other aspect of your Org, use the [Org Management page](#) instead. This Org Management page includes a list of nests (with the additional capability to delete nests), as well as the ability to manage members/admins & templates.

Accessing Org Folders

For ease of creation and use, Org Folders are accessed from [AutoLit Home](#). To access, click on “My Nests” in the middle of the page, and select the Org of interest:



Folder Creation

Right click on any nest. Click on “New Folder.”

WELCOME TO

AutoLit

Create or select a nest to search, screen, tag, and extract data from studies for a specific review.

Create a New Nest

Demo Nests

Improve AutoLit

Found a bug or have an idea for a new feature?

Make a Feature Request

Support

Search

My Nests

My Nests

	Name	Owner	Records	Accessed (Me)	Accessed (Any)
<input checked="" type="checkbox"/>	First Nest	Nicole Hardy	-	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	(Demo) COVID-19: Antivirals	Nicole Hardy	103	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Femoral Neck Fractures	Kevin Kallmes	1678	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Acute Ischemic Stroke - RCTs	Kevin Kallmes	395	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Hematological malignancies	Nicole Hardy	795	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Thrombectomy alone vs. Thrombectomy plus thrombolysis	Kevin Kallmes	274	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Balloon Guide Catheter SR/MA - published 2021	Kevin Kallmes	239	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Parexel - Humanistic Data Extraction	sugandh sharma	4	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	IIH CDE	Hassan Kobeissi	136	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Basilar Artery - thrombectomy vs. thrombolysis	Kevin Kallmes	279	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Blank Practice	Nicole Hardy	-	Nov 20, 2022	Nov 20, 2022

Assign Folder Name

In the prompt that follows, assign your folder an appropriate name.

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Create a New Nest

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Create New Folder

Folder Name

Cancel Create

Move Nests

Select the nests you want to move into the folder. Drag and drop them into the new folder.

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My Nests

My Nests ▾

<input type="checkbox"/>	Name ↕	Owner ↕	Records ↕	Accessed (Me) ↓	Accessed (Any) ↕
<input type="checkbox"/>	New Folder <div><input type="checkbox"/> 1 Folders <input type="checkbox"/> 2 Items</div>	Nicole Hardy	-	-	-
<input checked="" type="checkbox"/>	First Nest	Nicole Hardy	-	Nov 20, 2022	Nov 20, 2022
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Final Product

Your nests will be appear inside the folder. You can see the directory under the search bar. You can move nests back to the parent directory by dragging and dropping in a similar fashion.

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My Nests > New Folder ▾

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