# Admin

Administrative functions are split into Nest-level Admin functions and Organization-level Admin functions; this page covers Nest-level Admin functions.

- For Organization-level Admin functions, see Manage Organizations.
- **Note:** if you are adding Organizational Access to a specific nest, that is a Nest-level Admin function under the Groups tab under the Contributor Settings page, not the Manage Organizations page.

# Navigate to Nest-level Admin Functions:

The Admin page is only available to Owners and Admins of nests. To access it, select the "Admin" link under the "Settings" section of the menu.

# **1. Add and Manage Users**

Add or remove User and/or Admin privileges for your specific nest. To learn how to do so for individuals or organizations, see the Manage Users and Admins page.

# 2. Synthesis

From the Synthesis section, you can:

- Toggle on or off Quantitative Synthesis, Qualitative Synthesis, or Manuscript. If toggled off, that specific subsection will be greyed out in the Synthesis homepage.
- Make a nest public. Toggle this on to make the link to your Synthesis page (and all sub-pages) publicly viewable.

Synthesis	^
Choose outputs to display on Synthesis:	
Checking these boxes will show the respective outputs on Synthesis for this nest	
⊘ Manuscript	
Make this nest public:	
Checking this box will allow anyone on the internet to search for and see your nest's Synthesis. This does not grant the public editing access via AutoLit	
O Public Nest	

# 3. Screening

#### Standard vs. Dual Screening

As an Admin, you can configure Screening to be either Standard (default) or Dual Screening. Standard Screening means that each record will be screened by one user. Dual Screening means that each record is screened by two different users and later adjudicated by a third. Toggling between Standard and Dual Screening (see image) **can lead to loss of data**, as only the final adjudications will be saved if you revert from Dual to Standard!

Administrator Settings: Basilar Artery - t	nonbectomy vs. thombolysis			
lest Home ashboard	Screening		Screening	
iterature Search 3/3	Dual vs. Standard Screening	Inclusion Modeling		
ther Sources uplicate Review and Deploration usery Builder creeening 233/254 onfigure Study Inspector agging 3/3 onfigure Study Tags	In Standard Screening, one user screens each article, and that decision sends the study forward for further gathering, such as tagging, extraction, or Risk of Bias assessment. Another user can change the decision, overwriting the previous determination, and no screening decision is subject to independent confirmation. In Dual Screening, two users independently screen each article, and then all screening decisions are reviewed by an administrator. The administrator adjudicates any disagreement between the original screeners and sets the final determination for each study.	Inclusion models predict the probability of individual records being included during screening, using your past screening decisions. These probabilities help AutoLit determine which studies to show first during the screening process to get you screening faster. The model can be trained manually or automatically (recommended). If the inclusion model is set to automatic, the model will be retrained after every 10 newly screened records. Otherwise, the model can be trained and retrained manually during screening. Your nest must contain at least 1 inclusion and 10 records in order to train a model.		
rctor		Hiding the Model		
action 3/3 Inspector		Probabilities predicted by the model may be displayed during screening to speed up work or hidden if you wish to minimize bias. Studies will still be ordered by inclusion probability, even when hidden. To completely remove probabilities and ordering, delete the existing inclusion model and turn off automatic training.		
script Editor t		Hide Probabilities		

#### **Inclusion Prediction Model**

**Manual vs. Automatic:** By default, the Inclusion Prediction Model for Screening will be on Manual, meaning that it will only run when a user selects Train Inclusion Model. Toggling the Inclusion Prediction Model to on (see image above) will alter this so that the Model runs as soon as a sufficient number of studies are screened, and this Model will be re-run automatically as more screening occurs.

**Displayed vs. Hidden:** By default, the Inclusion Prediction Model will be displayed, meaning that any user will be able to see the predictions on the Screening panel:

<b>Screening:</b> Basilar Artery - thr	ombectomy vs. thrombolysis	-ÿ-	233 / 3	254	
Nest Home	Abstract Full Text Supplements	PubMed v	₹	Navigation	^
Dashboard	de Havenon, 2022		Back		Skip
Literature Search 3/3	Thrombectomy in basilar artery occlusions: impact of number of passes and futile reperfusion. BACKGROUND The humber of mechanical thrombectomy (MT) passes is strongly associated with angiographic reperfusion as well a		₹	Screening	~
Other Sources Duplicate Review	patients with anterior circulation ischemic stroke. However, these associations have not been analyzed in patients with basilar arter investigated the influence of the number of MT passes on the degree of reperfusion and clinical outcomes, and compared outcome as a structure of the number of MT passes on the degree of reperfusion and clinical outcomes.		Full Text Revi	iew 🗌	
Search Exploration	passes. METHODS We used data from the prospective multicentric Endovascular Treatment in Ischemic Stroke (ETIS) Registry at 18		Upload Fu	ull Text	<b>1</b>
Query Builder	BAO treated with MT were included. The primary outcome was a favorable outcome, defined as a modified Rankin Scale score of 0-			Exclusion Reason	~ ~
Screening 233/254	multiple regression models, with center as a random effect. RESULTS We included 275 patients. Successful recanalization (modified Infarction (mTICI) 2b-3) was achieved in 88.4%, and 41.8% had a favorable outcome. The odds ratio for favorable outcome with eacl	n pass above 1 was 0.41 (95%	P(Inclusion):	0.06 Exclude	Include
Configure Exclusion Reasons Study Inspector	CI 0.23 to 0.73) and for recanalization (mTICI 2b-3) it was 0.70 (95% CI 0.57 to 0.87). In patients with $\leq$ 3 passes, the rate of favorable non-recanalized patients was 50.5% versus 10.0% (p=0.001), while in those with $\geq$ 3 passes it was 16.7% versus 15.2% (p=0.901). COM	NCLUSIONS We found that	₹	Tagging	^
	BAO patients had a significant relationship between the number of MT passes and both recanalization and favorable functional out the benefit of recanalization in BAO patients was significant only when recanalization was achieved within three passes, encouragin		PDF T	Fag Text	Ū
Tagging 3/3	stopping the procedure.	g acteuse an ee passes before		Select Tag	$\checkmark$
Configure Study Tags Study Inspector	Population/Problem Intervention Outcome User Keywords		Enter Text	t	
Extraction 3/3	(Keywords V) (Bibliographic fields	V Edit			
Study Inspector					1.

If you want this prediction to be hidden from all users, Admins, and Owners on each individual study, toggle "Hide Probabilities." If hidden, you can still run the model from the Admin page and have the option to turn on Automatic updating.

# 4. Risk of Bias

#### Choose a Risk of Bias system. Learn more about Configuring Risk of Bias

	Risk of Bias	^
Choose a system:	Choose a scope:	
System: SIGN 50, Version: 2011	Some systems allow you evaluate the risk of bias of entire studies or individual outcomes.	
	Entire Study	
	Individual Outcomes	

### 5. Copying a Nest

Copying a nest will copy the data and configurations, such as the search terms, references, exclusion reasons, the tagging hierarchy, applied tags, data elements, full-text PDFs, Risk of Bias Assessments, the protocol and manuscript, and other configurations. The copied nest is entirely independent of the original nest.

	Dangerous Settings	
These opt	ions have wide-reaching and often irreversible effects: proceed v	with caution.
Rename this nest:	Delete this nest:	Copy this nest:
Pressing this button will allow you to change the name of this nest.	Pressing this button will delete this nest (including searches, references, gathered data, and manuscript) forever.	Pressing this button will create a copy of most of the data i this nest, excluding user & organizational access.
Rename	Delete Forever	Сору

Access privileges will not be copied from the old nest and must be configured.

# 6. Renaming and Deleting a Nest

As an Admin, you have the option of deleting a nest. *Please* consult with the rest of your team before deciding to delete any nest.





DELETING A NEST HAS WIDE-REACHING AND OFTEN IRREVERSIBLE EFFECTS. PROCEED WITH CAUTION.

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