Teams within your Organization

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Creating teams within your organization allows you to assign nest ownership to a specific team that contains specific members. This allows admins ease of controlling users' access to assigned nests within their team only.

Setting up Teams

Head to your Org Management page, toggle Teams, and select "New Team."

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Give your team a name and Create.

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Once created, the team will be displayed in the list showing total number of members in the team, the nests owned by that team and the option to delete the team. To add members, select the team and "Add Members." When you create a team, you are automatically assigned as the owner. Here you can also edit the name of your team.

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Team #1	1	0 🖸	匝	Jade Thurnham (jade.thurnham@nested-knowledge.com	n) Owner 🗸 🛅
				1 users	

When adding members to a team, you can only select from members that are already within the organization. So ensure all users you intend to add to a team are already invited to the general org,

and have accepted their invite. Invites are sent via email and displayed on the Org Management page. You can add members by simply clicking on their name (email), signified by the check mark, and the list auto-updates in the background.

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	Karl Holub (karl.holub@nested-knowledge.com)	\checkmark	Kallmes (keith.kallmes@nested-knowledge.com)	Admin 🗸	峃
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	Kevin Kallmes (kevin.kallmes@nested-knowledge.com)		I numnam (jade.tnumnam@nested-knowledge.com)	Owner V	 一
	Jeff Johnson (jeffrey.johnson@nested-knowledge.com)	\checkmark	old (gal. sold @nested-kitometige.com)	Admin	
	Kathryn Cowie (kathryn.cowie@nested-knowledge.com)		5 users		
	Ranita Tarchand (ranita.tarchand@nested-knowledge.com)				
	Jade Thurnham (jade.thurnham@nested-knowledge.com)	\checkmark			
	Marius Sauca (marius.sauca@nested-knowledge.com)				
	Gal Sela (gal.sela@nested-knowledge.com)	\checkmark			
	Close				

By default, users will be added with the access role they possess within the larger general organization. You can make this team-specific by changing the access role within the team.

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- Owners and Admins can only access the nests owned by the teams they are a part of but can add users to or edit any team settings (they will see the above)
- Users can only access the nests owned by the teams they are a part of but cannot add users to or edit any team settings (they will see the below)



Note: to be an owner or admin of a team, you must first be an owner or admin of the organization. 2024/02/25 19:43

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Na	ame	Members	Nests	茴	Name	Role
Team #1		6	0 🖸		Karl Holub (karl.holub@nested-knowledge.com)	Admin
					Keith Kallmes (keith.kallmes@nested-knowledge.com)	Admin
					Jeff Johnson (jeffrey.johnson@nested-knowledge.com)	Admin
					Jade Thurnham (jade.thurnham@nested-knowledge.com)	Owner
					Test Jade Thurnham (jsthurnham@gmail.com)	Admin
					Gal Sela (gal.sela@nested-knowledge.com)	Admin
					6 users	

Assigning Nest Ownership to a Team

Once you have your team set up, to assign ownership of a nest to that team, navigate to your nest of choice. You must have admin access and head to Nest Settings -> Collaborators. Toggle Organization, select the Add Organization dropdown and find your team's name. Teams can be differentiated by the left-hand teams icon.

Nest Home Activity settings Collaborators Liferature Search Other Sources Synthesis You can configure user- and organization-level access to both AutoLit and Synthesis for this nest. Granting the User role will allow a user to work on AutoLit and view Synthesis. Granting the Admin role provides access to this settings page. Liferature Search Other Sources Synthesis User Organization AutoLit Synthesis Add Organization Synthesis Add Organization Synthesis Synthesis Synthesis Synthesis Synthesis Synthesis		Collaboratora		
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Add Organization	iterature Search	To learn more about access management, read our complete quide.		
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these outputs will allow you to visualize and share tags and gathered data.		these outputs will allow you to visualize and share tags and gathered data.		
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Once selected, assign ownership. Now everyone within Team #1 will have access to this nest.

Nest Home	Collaborators		
activity settings	You can configure user- and organization-level access to both AutoLit and Synthes work on AutoLit and view Synthesis. Granting the Admin role provides access to thi	is for this nest. Granting the User role is settings page.	will allow a user to
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Duplicate Review Search Exploration	User Organization AutoLit Sy	vnthesis Add Organiza	ition 💛
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Accessing your Team's Nests

Nests you have access to should be displayed by default on your AutoLit Homepage under Your Nests. To see only your team's nests, select your team from the dropdown.

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WELCOME TO AutoLit	Search Q Team #1 V		Team #1 🗸			
Create or select a nest to search, screen, tag, and extract data from studies for a specific review.	Video Demo Tagging	Name 14	Owner 1↓ Jade Thurnham	Records 14 230	Accessed (Me) ↓ 2024-02-14	Accessed (Any) 1↓ 2024-02-14
Create a New Nest Demo Nests						

Alternatively, on the Team Management page, you can view the number of nests owned by that team and, if you are within the team yourself, you can click on each to be directed to that nest.

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Team #1 Video Demo Tagging		230	2024-02-14	Jade Thumham <jade.thumham@neste></jade.thumham@neste>	 Owner 	
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