

# AutoLit Folders

You can organize your various nests into folder in AutoLit. This is convenient if you have many concurrent projects with different clients. To create the folders, follow these instructions.

## 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

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Search

My Nests

My Nests ▾

<input type="checkbox"/>	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) New Folder	Nicole Hardy	103	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Femur	Kevin Kallmes	1678	Nov 20, 2022	Nov 20, 2022
<input type="checkbox"/>	Acute	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

Alternatively, you can hover over “My Nests” in the upper left of the page, and “New Folder” will appear as an option.

## Assign Folder Name

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

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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 checked="" 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
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<input type="checkbox"/>	Basilar Artery - thrombectomy vs. thrombolysis	Kevin Kallmes	279	Nov 20, 2022	Nov 20, 2022
<input checked="" type="checkbox"/>	Blank Practice	Nicole Hardy	-	Nov 20, 2022	Nov 20, 2022

Create New Folder

Folder Name

Cancel

Create

# Move Nests and Folders

## Move Nests

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

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Create a New Nest

Demo Nests

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Search

My Nests

My Nests

	Name	Owner	Records	Accessed (Me)	Accessed (Any)
<input type="checkbox"/>	New Folder 1 Folders 2 Items	Nicole Hardy	-	-	-
<input checked="" type="checkbox"/>	First Nest	Nicole Hardy	-	Nov 20, 2022	Nov 20, 2022
<input checked="" type="checkbox"/>	(Demo) COVID-19: Antivirals	Nicole Hardy	103	Nov 20, 2022	Nov 20, 2022
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<input type="checkbox"/>	Basilar Artery - thrombectomy vs. thrombolysis	Kevin Kallmes	279	Nov 20, 2022	Nov 20, 2022

Alternatively, you can right click on the nest of interest, select “Move to”, and identify the folder of interest.

## Move Folders

Folders can be 'nested', meaning that you can place folders inside of other folders. To do so, select

the folder of interest and drag and drop it into the folder that should contain it.

## 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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Demo Nests

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New Folder

My Nests > New Folder

	Name	Owner	Records	Accessed (Me)	Accessed (Any)
	My Nests	-	-	-	-
	First Nest	Nicole Hardy	-	Nov 20, 2022	Nov 20, 2022
	(Demo) COVID-19: Antivirals	Nicole Hardy	103	Nov 20, 2022	Nov 20, 2022

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