

# Importing Tag Hierarchy Templates

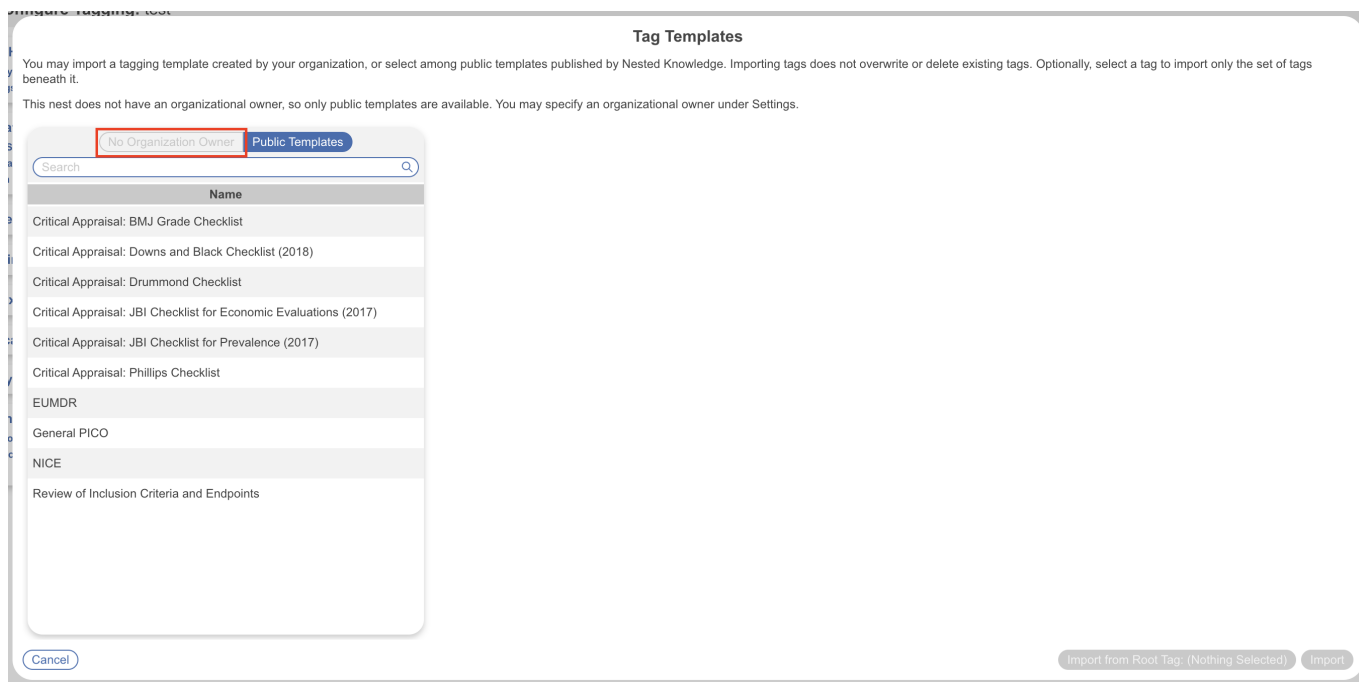
When importing a tag hierarchy template, you have the option to import:

1. From your organization's configured templates
2. From Nested Knowledge's public templates

## Organizational Templates

To import from your organization's configured templates, first, your organization must have available templates. Before importing, you can check this by navigating to your organization page. Select your name/icon in the top right, select [Organizations](#), select your organization and “Tagging” in the menu bar. Here is a list of your existing templates. Learn more on how to create templates [here](#).

Now you have confirmed there are available templates, the next step is to ensure the nest you are importing into is owned by your organization. If the nest has no organizational owner, you will see the following when attempting to import a hierarchy:



To resolve this, simply head to nest settings and assign your organization as owner:

Nest Home

Activity

Settings

Literature Search

Other Sources

Duplicate Review

Search Exploration

Screening

Tagging

MA Extraction

Critical Appraisal

Study Inspector

### Collaborators

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.

User

Organization

AutoLit

Synthesis

Add Organization

Name	Nest Owner	
Nested Knowledge	Owner	

Then head back to Configure Tagging, and you'll see your Organization name and available templates:

Configure Tagging: test

### Tag Templates

You may import a tagging template created by your organization, or select among public templates published by Nested Knowledge. Importing tags does not overwrite or delete existing tags. Optionally, select a tag to import only the set of tags beneath it.

Nested Knowledge

Public Templates

Search

Name
Adverse Events by System Organ Class
Stroke starter nest (Standard Tagging)
new template for stroke

Cancel

Preview

No description

Import from Root Tag: (Nothing Selected) Import

Select a template of your choosing and import either the entire hierarchy, or select a root tag to import a section of the hierarchy.

## Public Templates

Nested Knowledge has public templates available to all, regardless of whether or not you are part of an organization nor does the nest need to be owned by an organization to be able to use these templates. Simply navigate to the Configure Tagging page, select Import Hierarchy and toggle Public Templates. You can import entire hierarchies or specific sections.

## Tag Templates

You may import a tagging template created by your organization, or select among public templates published by Nested Knowledge. Importing tags does not overwrite or delete existing tags. Optionally, select a tag to import only the set of tags beneath it.

This nest does not have an organizational owner, so only public templates are available. You may specify an organizational owner under Settings.

No Organization Owner

Public Templates

Name
Critical Appraisal: BMJ Grade Checklist
Critical Appraisal: Downs and Black Checklist (2018)
Critical Appraisal: Drummond Checklist
Critical Appraisal: JBI Checklist for Economic Evaluations (2017)
Critical Appraisal: JBI Checklist for Prevalence (2017)
Critical Appraisal: Phillips Checklist
EUMDR
<b>General PICO</b>
NICE
Review of Inclusion Criteria and Endpoints

Preview

This tag template is structured to identify the general PICO's: Population, Interventions/Comparators, and Outcomes, as well as basic study type.

Cancel

Import from Root Tag (Nothing Selected)

Import

There are several templates available to help all user types get started with their nest and there is no limit on how many templates can be used in a single nest. There are currently two types of public template:

1. Study Design: these aim to provide a starting framework for users to build their own specific project around e.g. General PICO provides basic tag questions for Population, Interventions/Comparators, and Outcomes, while EUMDR provides basic tag questions to represent the general structure of a review to satisfy EUMDR regulations.
2. Critical Appraisal Tools: while we do offer a range of critical appraisal tools as part of their own module and auto-generated outputs, these are commonly used checklists that users may incorporate into the hierarchy.

Each template has a description and source you may refer to. If you believe we are missing crucial templates that should be public, feel free to post on [our feedback board!](#)

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<https://wiki.nested-knowledge.com/doku.php?id=wiki:autolit:tagging:importthierarchy>

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