

Bulk Actions

Bulk Actions apply actions across many studies at once and are difficult to undo. Bulk actions are automatically executed **on all studies shown on Study Inspector based on the filters applied**, and once executed, may only be undone by further bulk actions or individual study actions (there is no universal 'undo' button for all executed bulk actions). Therefore, before executing a bulk action, double-check that you have filtered to the studies of interest and appropriately selected the bulk action of interest.

1. Filter to Studies of Interest

Using the filter options on [Study Inspector](#), apply a series of filters that identifies all studies on which you want to execute a bulk action. For example, filtering by Screening Status: Included in the nest shown below winnows 395 total studies to 22 studies that match the filter.

2. Open Bulk Actions

Once you have filtered to the set of studies to which you want to apply a Bulk Action, click “Bulk Action.” This will open the Bulk Actions Modal, from which you can execute Bulk Actions.

Study Inspector: Acute Ischemic Stroke - RCTs

395 / 395

Study Inspector

Bulk Actions

Download

Add Filter

Final Screening

Included

Start Typing

Clear Filters

Title	Author	Publication Year	Final Screening Status
Thrombectomy within 8 hours after symptom onset in...	Jovin, Tudor G	2015	Included
Stent-retriever thrombectomy after intravenous t-PA ...	Saver, Jeffrey L	2015	Included
Randomized assessment of rapid endovascular treatm...	Goyal, Mayank	2015	Included
Endovascular Thrombectomy with or without Intraven...	Yang, Pengfei	2020	Included
Safety and Efficacy of a 3-Dimensional Stent Retriever ...	Nogueira, Raul G	2018	Included
Effect of Endovascular Contact Aspiration vs Stent Ret...	Lapergue, Bertrand	2017	Included
Effect of Endovascular Treatment Alone vs Intravenou...	Zi, Wenjie	2021	Included
Effect of Mechanical Thrombectomy Without vs With I...	Suzuki, Kentaro	2021	Included
Endovascular therapy for ischemic stroke with perfusi...	Campbell, Bruce C V	2015	Included
Thrombectomy for Stroke at 6 to 16 Hours with Selecti...	Albers, Gregory W	2018	Included
Thrombectomy 6 to 24 Hours after Stroke with a Mism...	Nogueira, Raul G	2018	Included
Aspiration Thrombectomy After Intravenous Alteplase ...	Mocco, J	2016	Included
Aspiration thrombectomy versus stent retriever throm...	Turk, Abdullah S	2019	Included

Details

Explore

Displaying 22 matching records

Load All

3. Execute Bulk Actions

From the Bulk Actions Modal, you can:

- 1. Update Screening Decisions,
- 2. Add or Remove Tags,
- 3. Update Module Status (Tagging, Extraction and/or Critical Appraisal)

4. Document Import via unpaywall or upload from your device,
5. Document Deletion,
6. Tag with Extracted Data Elements,
7. Update with Full-Text Review,
8. Sync Bibliographic Data,
9. Alter Study Allocation (Enterprise users only)

Bulk Actions

ActionsHistory

Action:

Select

Update Screening

Tagging

Update Module Status

Document Import

Document Deletion

Tag with Extracted Data Elements

Update Full Text Review

Sync Bibliographic Data

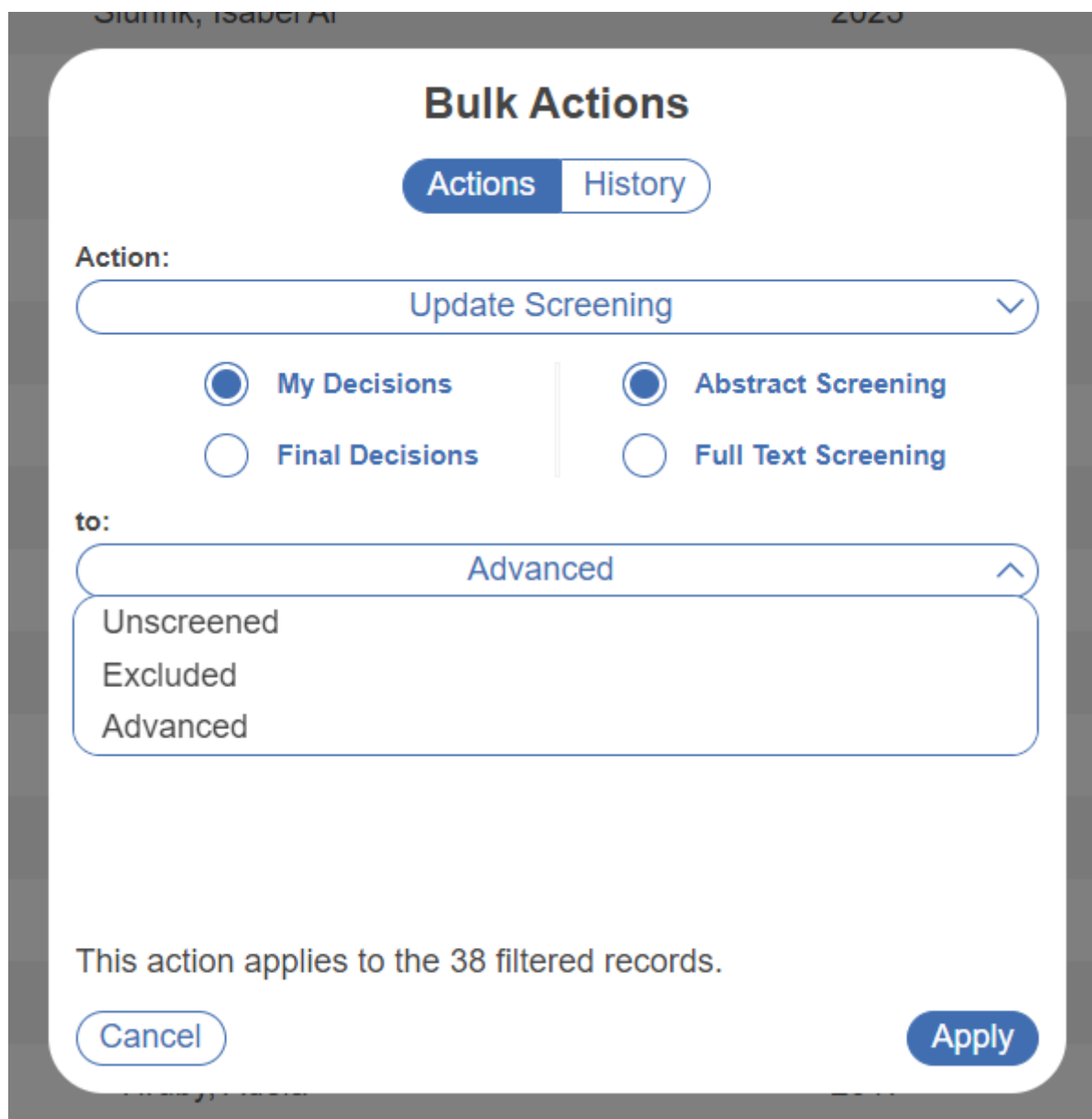
Study Allocation

This action applies to the 38 filtered records.

CancelApply

Bulk Screening Status:

To change screening status in bulk, select Update Screening in the Bulk Actions Modal. Depending on your access in the nest, admin or otherwise, you can edit your decisions and/or final decisions. Depending on your screening mode configured, Dual and/or Two pass, you can edit Abstract and/or Full text screening. Update the Screening Status to Included, Excluded, or Unscreened; if you select Excluded, you must also select an Exclusion Reason to apply across these studies.



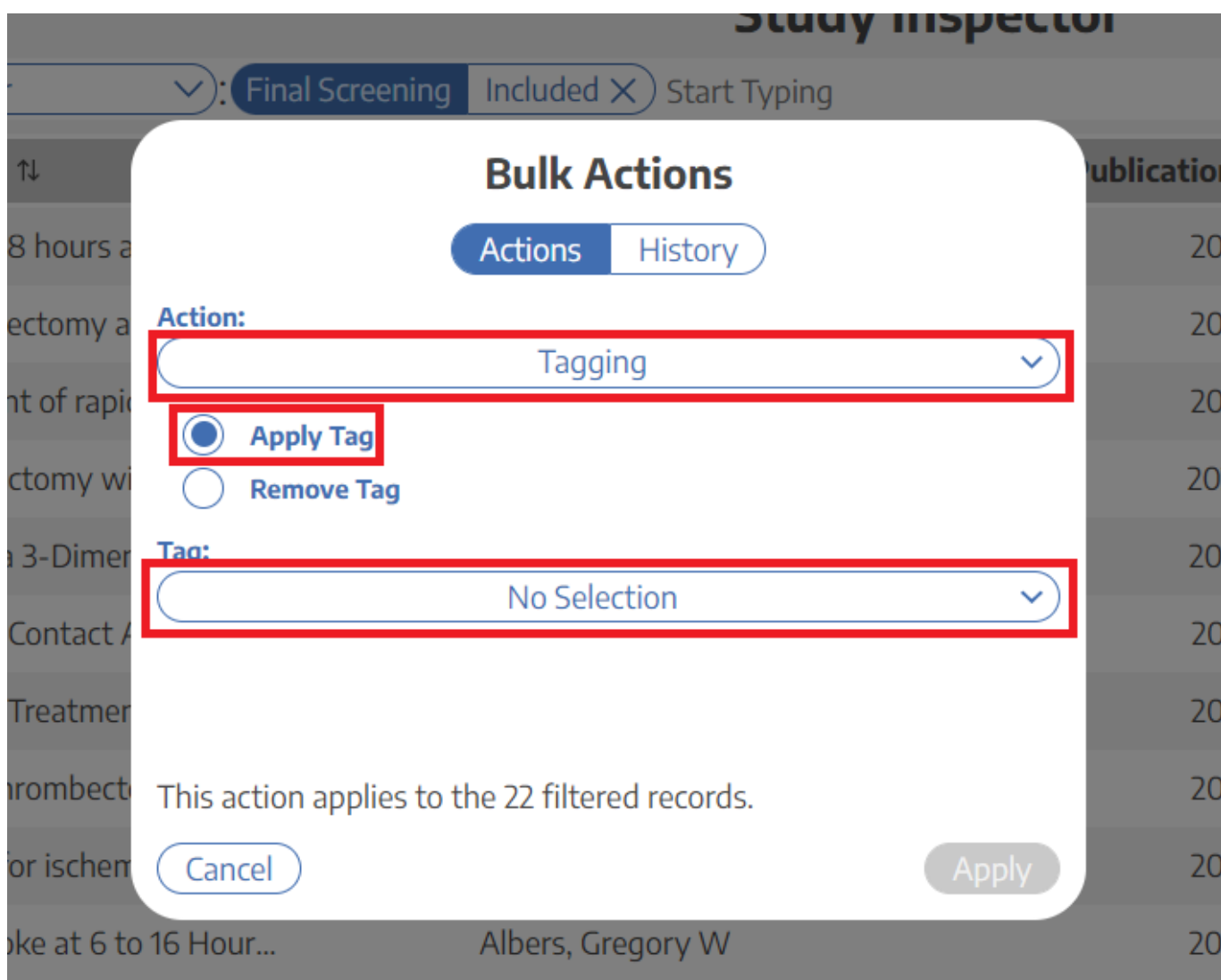
The screenshot shows a 'Bulk Actions' modal with two tabs: 'Actions' (selected) and 'History'. Under 'Action:', a dropdown menu is set to 'Update Screening'. Below this, there are four radio button options: 'My Decisions' (selected), 'Abstract Screening', 'Final Decisions', and 'Full Text Screening'. A 'to:' label is followed by a dropdown menu set to 'Advanced', which is expanded to show 'Unscreened', 'Excluded', and 'Advanced' options. At the bottom, a message states 'This action applies to the 38 filtered records.' and there are 'Cancel' and 'Apply' buttons.



You can change either 1) the final screening decisions that are a result of complete adjudication after [dual screening](#), or 2) you can just change your own reviewer-level screening decisions. To change final screening decisions instead of your own reviewer-level screening decisions, select Final Decisions as shown above.

Bulk Tagging:

To add or remove tags in bulk, use the drop-down in the Bulk Actions Modal and select Tagging. Select either Add or Remove, and select the tag of interest from the tag drop-down.



Bulk Module Status:

To change the status of studies with respect to Tagging or Extraction, select Update Module Status in the Bulk Actions Modal. Select either Tagging, Extraction, or Critical Appraisal, and change the status to either Complete or Incomplete. This will not alter the tags on any study or the data extracted on any study, but will instead change whether these studies are presented in the relevant sequential queue.

Bulk Full Text import:

To import full text PDFs in bulk, select Full-Text Import in the Bulk Actions Modal. You will have two options: Bulk Import from Unpaywall (for Open Access articles) or Upload from your Device (for full texts you have downloaded).

Bulk Import from Unpaywall

To import Open Access articles, once you have selected Full-Text Import, from the next drop-down,

select “Import from Unpaywall”.

This will automatically upload the full-texts through services such as [Unpaywall](#). Click “Apply.”

Only PDFs of studies to which the service in question has access to will be imported (in general, all Open Access articles should be available); the modal will note how many studies for which full texts were available.

Bulk Upload from your Device

To Bulk Upload from your device and auto-match PDFs to records based on Title and DOI, select “Upload from your Device” in the drop-down:

The screenshot shows the 'Study Inspector' interface. On the left is a sidebar with navigation links: Nest Home, Dashboard Settings, Literature Search (2/2), Other Sources, Duplicate Review, Search Exploration, Query Builder, Screening (624/795), Configure Screening, Tagging (23/24), Configure Tagging, Extraction (23/24), Configure Extraction, Study Inspector, Synthesis, and Manuscript Editor. The main area displays a table of studies with columns: Title, Author, Publication Year, and Final Screening Status. A 'Bulk Actions' modal is open in the center, showing 'Action: Full Text Import' and 'By: Import from Unpaywall', 'Import from Unpaywall', and 'Upload from your device' (highlighted with a red box). The modal also indicates 'This action applies to the 171 filtered records.' and has 'Cancel' and 'Apply' buttons.

Then, either click into the next field (labelled “From:”) to identify multiple PDFs from your local drive; alternatively, drag and drop the appropriate PDFs into the field.

On the next page, select “Confirm” so long as you are sure that the correct PDFs are being uploaded.

The files will then be auto-matched against the records in your nest; if any PDFs fail to match, the modal will note how many PDFs did not match.

Bulk Apply Tags from Data Elements

This Bulk Action is meant to apply tags whenever a data element is gathered, but the tag it is paired with was not applied to the stud(ies) in question.

To bulk-apply all tags that correspond to extracted data (where the data element is present but the tag was not applied), simply select Tag with Extracted Elements. Then, click “Apply.”

This will not overwrite any tags that were already present on any study.



Warning: while this Bulk Action will back-propagate all data elements, this may mean that manual re-review of tagging is warranted, and no text will be associated with the back-propagated tags, possibly limiting the interpretations that these tags enable.

Bulk Apply Tags Full-Text Review Status

This bulk action will change the status of full-text review on the selected group of articles. You can change the full-text review status to be “Reviewed” or “Not Reviewed.”

To execute this bulk action, select “Update Full-Text Review” from the drop-down menu, then select whether you want the selected studied to be marked as “Full-Text Reviewed” or “Not Reviewed.” Then, click “Apply.”

Bulk Sync Bibliographic Data

If for any reason, the bibliographic data of a group of records needs updating, you can use this bulk action to update the data based on the information available on PubMed or CrossRef. This overwrites the existing data if they do not match.

To execute this bulk action, filter to the studies that require updating, select “Sync Bibliographic Data” and click “Apply.”

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