Organising Your iRECS Work Area

Create a Project Folder

1. You can organise your projects into the desired format by creating (or deleting) folders using the two buttons below.

2. To create a project folder, click on Create Folder. Enter the desired folder name and click Create.

3. To move projects into the desired folder, click “Move Project”. Specify the Project and its Destination Folder and click Move.

4. The project will now appear in its desired folder.

5. Repeat the above process until all projects are sorted into their desired folders.
Further Support

- If you have any iRECS login or technical issues, please contact UNSW IT Services at itservicecentre@unsw.edu.au or (02) 9385 1333.

- For any queries, regarding the iRECS Human Ethics, Clinical Trials, Animal Ethics, Gene Technology, Radiation Safety or Drones application approval and/or review process, please contact:
  - Human Ethics: humanethics@unsw.edu.au (iRECS module launch date TBC)
  - Clinical Trials: clinicaltrials@unsw.edu.au (iRECS module launch date TBC)
  - Animal Ethics: animalethics@unsw.edu.au (iRECS module launch date TBC)
  - Gene Technology: genetechnology@unsw.edu.au (iRECS module to launch in Jan 2023)
  - Radiation Safety: radiationsafety@unsw.edu.au (iRECS module to launch in Jan 2023)
  - Drones: drones@unsw.edu.au