Organising Your iRECS Work Area

Renaming a Folder

1. Click on the **folder** you wish to rename.

2. Click “**Rename Folder**”. Enter the **new folder name**, then click **Rename**.

3. Your folder will now **reflect its new name**.

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