

Student Research Participation Protocol

All experiment information, sign ups, and grade tracking will be digitally hosted using Moodle and Google Documents. If you are enrolled in Psych 125, you will automatically have access to these documents. If you do not have access, please contact the Participant Pool Coordinator. You must log in to your St Olaf email account via the web interface to access the Google document for experiment sign ups.

Participant Pool Coordinator for 2011-2012: Prof. Jeremy Loebach (loebach@stolaf.edu)
Google Document with experiment sign-up information: Research Participation Sign Up Sheet
Moodle site for tracking credits: Psych 125 Participant Pool

Signing up for an experiment

1. To sign up for an experiment, go to Google documents (found at the top of your St Olaf email) and open the “Research Participation Sign Up Sheet” spreadsheet for the current semester. This document will be used for all experimental sign up. A link is also included on the main Moodle page for the Participant Pool.
 - A. On the bottom of the document there are tabs labeled with experiment names.
 - B. Click on a tab to view an experiment
 - i. Not all of the tabs will be filled out, such as those marked “Experiment N”
 - C. Read through the experiment information
 - i. Pay close attention to the instructions and any special requirements listed by the researcher
 - ii. Credit will be granted based on the time spent conducting the research (to the nearest half hour)
 - D. If you are interested in participating, and the experiment you are viewing has a date and time that works with your schedule, type in your name and email under the appropriate headings for the date and time. Please do not add additional time slots, many of these studies have limited spaces and times.
 - i. If the experiment does not have a date or time that works for you, or you do not meet the criteria laid out by the researcher, you can view another experiment by clicking the tabs at the bottom of the document.
 - ii. Please do not delete or alter other students who have signed up for a study. The academic honesty code also applies to research conduct, and all changes to the document are tracked.
 - E. Be sure to write down the name of the study, the date and time you signed up for, and the location of the study!!!
 - F. Go to the indicated location at the indicated date and time of the experiment you signed up for.
 - G. If you have any questions about the experiment, before or after participating, please email the researcher.

Getting Credit for Your Participation

1. After you have participated, you will be given a Research Credit Slip. It is your responsibility to fill this out and deposit the White copy to the drop box outside of the Psychology Office (RNS 236). Keep the Yellow copy for your records (this receipt will be required to clarify any discrepancies that arise).
 - A. Some online studies will not give you a credit slip for participation. In that case, the researcher will provide a list of participants to the Psychology office in order for you to be granted credit.
2. You can keep track of your Research Credits using the Psych 125 Participant Pool Moodle site for your semester. Each experiment will appear as a separate assignment in the grade book. If you have been granted credit for your participation, it will appear here, allowing you to track your progress across the semester. Often it takes a couple of days for credit to be granted, so if your participation does not appear immediately, don't panic. Check back after a few days, and if credit still has not appeared, please contact the Participation Pool coordinator (Prof. Jeremy Loebach at loebach@stolaf.edu).

General Advice

1. There will be plenty of studies to sign up for! Don't panic if you haven't participated in a study until later in the semester as some Research Methods students will not have experiments running until a few weeks before finals. Also, please note that new experiments are added all the time, so check back often. A researcher may publicize their study on the Moodle site or via email, so be on the look out for new opportunities!
2. If you cannot find a research project to participate in, or if you simply don't want to participate in research, there are several alternatives available to you. Please see the website for more information.