



BROWN

Brown University
Cognitive, Linguistic & Psychological Sciences
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Research participation

Research participation is designed to give you first-hand experience in behavioral research. By participating in research, we hope that you will gain a better understanding of how behavioral research is conducted in the laboratory and how it works from the point of view of the subject. You will also learn how investigators protect the rights of subjects through informed consent. Researchers give potential subjects a consent form before the beginning of the study proper. The form describes the procedures that will follow and allows the potential subject to ask questions and to decide whether or not to participate. Signing the consent form indicates your willingness to participate. At the conclusion of the study, researchers will explain the rationale of the study and how the results may improve our knowledge. Researchers also are available for answering questions about the study. The post-study discussion is an important part of the educational task of human research.

Brown University faculty sponsor all of the studies, and all are screened to ensure that they have received IRB approval to use human subjects. You are free to end an experimental session **at any time**, and you will still receive full credit for participating in that session. Only studies accessed through the online CLPS Research Participation System count for course credit. Any study that gives you money for participation CANNOT count for course credit.

If you decide to participate in research, please go to <http://brown-clps.sona-systems.com/>, which looks like this:

The screenshot shows the login interface for the CLPS Research Participation System. At the top, there is the Brown University logo and the text 'BROWN'. Below this is a banner image of a building with the text 'Department of Cognitive, Linguistic & Psychological Sciences CLPS Research Participation System'. The main content area is divided into two columns. The left column contains a login form with a header 'CLPS RESEARCH PARTICIPATION SYSTEM', a 'User ID' input field, a 'Password' input field, and a green 'Log In' button. The right column contains a 'Request Account' button and a 'Forgot Password?' button. At the bottom of the page, there is a footer with the text 'Email questions to CLPS-Sona-Admin@brown.edu', 'Copyright © 1997-2014 Sona Systems Ltd.', and '(12:20 PM)'.

fig 1

If you created a participant account previously, that account may still be active and you do not need to create a new one. But make sure you add your new courses to your account. If you do not have an account, click on “Request account”. All messages from the Sona participation system will be sent to the address you specify; it does not need to be a Brown email address. You can change your account email address if you wish by updating your profile. At the bottom of the account-information box is a menu with the courses that are contributing to the subject pool. **DO NOT SELECT** “Not Applicable – Not in any course”. If you do not see your course there after the first week of classes, please contact CLPS-Sona-Admin@brown.edu. If you are enrolled in multiple courses with a research option, hold the Ctrl (Windows) or Command (Mac) key as you click on each course; if you hold down the Shift key, you will select all courses between the first and last courses you click on. When you have entered all of your information, click the Request Account button only once.

Once Sona has set up your account, it will send you email with login instructions including a password. When you login, you will be asked to acknowledge the human subject’s rights information, and then you will see a screen like this:

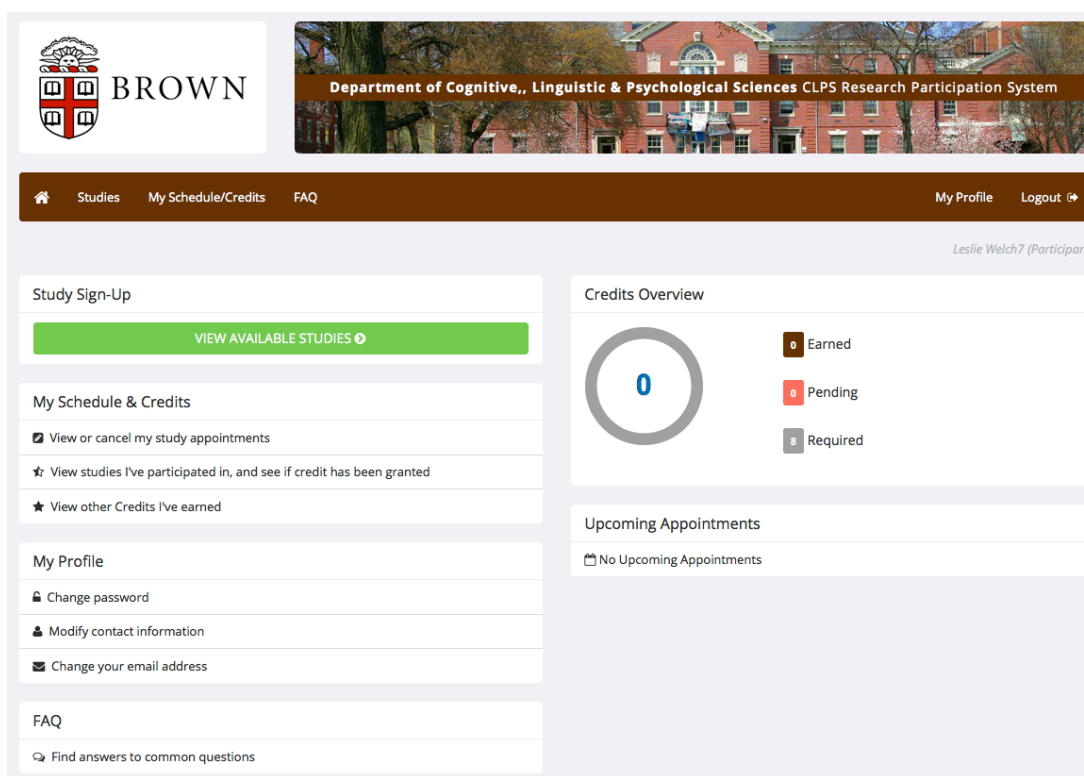


fig 2

There are links along the top (e.g. Studies) that are available from any page. There are also links in the body of the main page that provide a little more information (fig 2). There is a FAQ available that I will add to as new questions come up. There is also a logout button on the upper right.

Studies award course credits based on their length; for example, 30 min studies award 0.5 credit and 60 min studies award 1 credit. Studies that indicate they last 60 min often actually last for 60 min so do not plan to leave the lab after 50 min. Hurrying through the procedures may not reduce the time you need to remain in the study. Rest periods are sometimes built into the study design and cannot be skipped.

HOW TO: Change your password or email address

Click on “My Profile” either at the top or in the body of the main page. Type in the changes you want to make and click the “Update” button at the bottom.

HOW TO: Sign up for studies

Click on the green button labeled “VIEW AVAILABLE STUDIES” on the home page (fig. 2) or “Studies” at the top of any page. Only studies that are listed by state name (e.g. Sonora, North Dakota, Ontario) are eligible for course credit. Any studies you might see (online or flyers) that indicate money payment instead of course credit are not part of the CLPS Human Subject Pool and CAN NOT be used for course credit of any type.

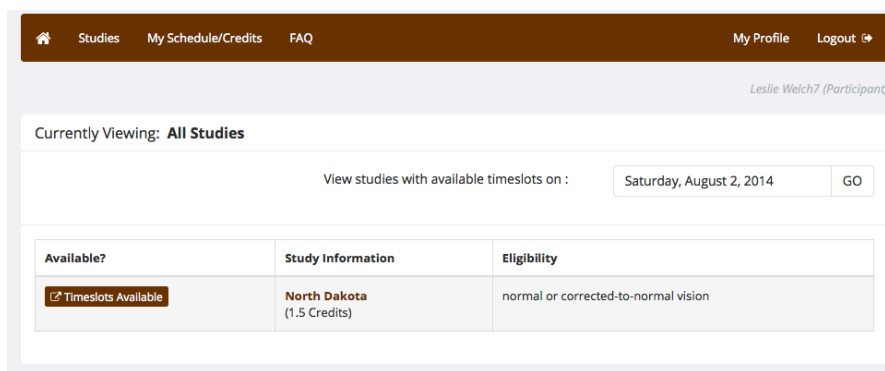


fig 3

The number of credits for the study (e.g. 0.5 for a 30 min study, 1.5 for a 90 min study) is indicated along with any requirements (e.g. normal or corrected-to-normal vision) by the label “Eligibility” (fig 3). Only studies with available time slots will be visible. Click on either “Timeslots available” or study name (here North Dakota) to see more information about the study. At the bottom of the study description page there is a green button labeled “View Time Slots for This Study.” If you are enrolled in several courses that contribute to the subject pool, use the “Course to Credit” pull-down menu to choose which course the credit will go towards (fig 4, blue box is my addition). If you do not choose, the credit will go to the first course in your list. You will be sent an email to confirm your sign-up and another to remind you the day before your time slot. If you discover that you cannot keep your appointment, please login to Sona and cancel it. If the time is past when Sona accepts cancellations, please contact the researcher directly to say you cannot make your appointment.

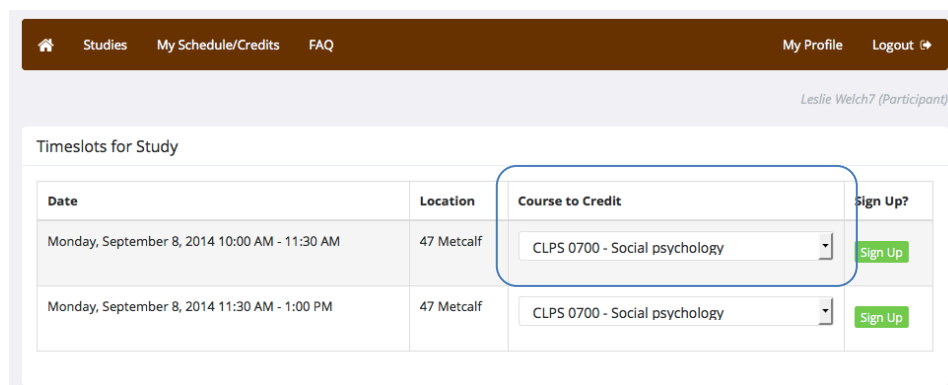


fig 4

HOW TO: View your current study schedule and your credits awarded

Click on “My Schedule/ Credits” at the top or “My Schedule & Credits” on the home page. The screen shot below shows what information is provided (fig 5). **IF YOU CANNOT KEEP AN APPOINTMENT YOU HAVE SIGNED UP FOR, PLEASE CANCEL IT.** If you do not cancel your time slots, you waste the researchers’ time, and you prevent other students from finding time slots they can use. If you simply do not show up more than 3 times, you will receive an irate warning email that further no-shows will result increasingly irate email warnings.

The screenshot shows a user interface for a participant named Leslie Welch7. At the top, there is a navigation bar with links for 'Studies', 'My Schedule/Credits', and 'FAQ'. The user's name and a 'Logout' button are on the right. Below the navigation bar, the 'Credits' section displays: Overall Credits Earned: 0, Overall Credits Pending: 1.5, and Overall Credits Requirements: 3. The 'Study Signups' section contains a table with the following data:

Study	Time	Location	Credit Status	Course	Comments	Cancel?
North Dakota	September 8, 2014 10:00 AM - 11:30 AM	47 Metcalf	Awaiting action from researcher	CLPS 0900 - Quantitative methods		Cancel?

Below the table, it indicates 'Credits: 1.5 Credits'. At the bottom, the 'Credits Earned Per Course' section shows a table with one entry:

Course	Credits Earned
CLPS 0900 - Quantitative methods	0

fig 5

Check the FAQ (home page, fig 1) if you have more questions. If you do not find an answer to your question, direct your query to CLPS-Sona-Admin@brown.edu.