Each student is required to complete 4 points in order to receive full class credit.

- Participation in an experiment will award 3 points,
- participation in a survey will award 2 points and
- participation on an online survey will award 1 point.
- missing a session you signed up for will be penalized by a reduction of the number of points of the missed study.

Participation in the research pool is a course requirement just like an exam or graded homework assignment. Failure to complete a research pool project will lead to a lower grade just as not taking an exam will lower your course grade. For more specific details, please see your course syllabus.

The latest date a student can participate in a research study for credit is December 12th, 2007.

Participating in Studies
To find a study to participate in, you must go to our on-line Research Pool scheduling program, SONA
To request an account - click the “request an account here” link on the SONA welcome page and follow the instructions. Account information will be sent to your email account.

✓ We suggest that for a user id you use the first initial of your first name and your last name (e.g. g bush). If this is rejected, If SONA doesn't allow that use that user id again and add the last four digits of your SS# after your last name. (e.g. gbush0674).
Choose the course you are registered in with the research pool requirement (if you have more than one course requiring the research pool, just choose one). Press "request account."

It is required and strongly recommended that you write down your user id and password immediately.

Keep it safe – keep it secret!

Instructions for students are available by following this link http://www.sona-systems.com/support/docs/ems_v265_docs.pdf student instructions cover the first 20 pages of the file.

The research pool manager, Ms Karen Manifold, holds office hours to help students with SONA issues. Her office is Room 4F-01/4F-03. Her phone number is x2800 and her email address is manifold@york.cuny.edu.

Going to Your Session
Plan to arrive at your session at least 5 minutes before the scheduled beginning of the session. You do not need to bring anything (books, paper nor pencils). Please plan at spending 60 minutes at the session. If you are late, then you will be penalized the number of points that study was worth!
Attending a Research Study
Attending a research study involves you, the student-participant, finding a research study that is going on at a time when you can attend.

Research studies take place at different times - please write down the time of your study!

Research studies take place in different locations - please write down the location of your study!

Frequently Asked Questions

Why are there no studies listed on SONA?

Studies are offered based upon when researchers are ready to conduct their studies. There will be enough studies for all students to get credit! That’s guaranteed.

For procedural reasons, researchers cannot let in late participants. It is not the researcher’s choice: they are not allowed to let in late students! Don’t be late!
Usually, it takes a few weeks for researchers to begin to post studies. Then there are ample studies for at least eight more weeks. Then, as the semester nears the end, studies drop off. Students should check the research pool bulletin board every day or so.

Please do not contact Psychology Department staff about why there are no studies listed. I’ve just explained why.

![There are no studies listed right now on SONA. Can I do the alternate studies to fulfill my research credit?](image)

No. The alternate studies are for students who have a moral, ethical or philosophical objection to participating in the research pool. To be eligible to do the alternate studies you need to talk to Ms Manifold and state the nature of your objection.

![I did my study, but the study says, “pending,” on SONA. What does that mean?](image)

After you complete the study, the researcher needs to tell HaRP you participated. Usually this takes a few days. If after two weeks it still says pending, then contact the researcher directly.

![I showed up for a study but the researcher refused to admit me. Why?](image)

There are several reasons why, all listed above.

First, you may not be qualified to be in the experiment. You may not have read carefully the description and the participant requirements.

Second, you may have arrived too late for the session. Remember, researchers are not allowed to let people in late!

Third, you may not have signed up for the session.

![I missed a session and was penalized some points. Now I can’t sign up for that experiment again.](image)
That’s not a question; this is an FAQ – frequently asked questions.

I missed a session and was penalized some points. Now I can’t sign up for that experiment again. Is there any way I could sign up for this experiment again?

No, SONA does not permit participants from signing up for the same study twice. Contact the researcher and if you ask politely they may let you come to a session and then give you credit.

I have a question. Should I go to the Psychology Department?

No. The instructions for the research pool are on this webpage and also posted on the pool’s bulletin board. The Psychology Department staff are not related to the research pool program and cannot answer questions about the research pool.
If you have a question not addressed on this webpage, please call the research pool manager.

**When should I contact a researcher? How do I do that?**

Contact researchers when something about their study is in question. For example, it was an on-line study and something went wrong with the webpage during the study or you haven’t received credit after two weeks. You can contact researchers at [www.york.cuny.edu/~washton/pool/researcher-contact-info-web.htm](http://www.york.cuny.edu/~washton/pool/researcher-contact-info-web.htm)

**Why am I required to do this?**

We believe that empirical research is an integral part of many disciplines in the social sciences and that students in certain courses should be exposed – experientially – to several instances of empirical research. By participating in research, we hope students will understand research methods better, learn about how research is actually done and will perhaps be inspired to conduct research during their undergraduate career.

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**What is the Research Pool?**

The research pool serves two purposes. First, it’s important for students in some classes (such as Introductory Psychology or Introduction to Anthropology) to have the chance to participate in actually research studies. By participating in research studies, students can come to understand concepts and ideas better. And second, students and faculty members need participants in research studies. By conducting
these research studies, faculty members are able to train students and conduct research which has the potential to help people everywhere.

**Your rights as a research participant**
We are committed to protecting your privacy and integrity as a research participant. You have a right to an explanation of any study before you agree to participate in it. In addition, everything that you say or do during a research project is strictly confidential. If, for some reason, you suddenly decide that you would rather not participate in a research project after all, then just leave. You cannot be penalized in any way for leaving a research session once it has begun. If you have a complaint, concern or suggestion about the project you participated in, please feel free to contact the Research Pool coordinator, Dr William Ashton. Your comments will be kept strictly confidential.

**What to Expect During the Study**
You do not need to bring anything to the study, such as pens, textbooks or paper. The things you do in the study will be described to you both on the Information Poster and again, in more detail, at the beginning of the study by the researcher. If at any time you wish to leave the study, you are free to do so. Please inform the researcher.

During the study, you will be treated professionally and with respect by the researcher.

After the study is over, the researcher will explain what happened in the study to you.

**Alternatives to research participation**
If, due to personal or ethical concerns, you do not wish to participate as a research participant, there are several alternatives available to you which will also give you an experiential introduction to empirical research in the social sciences and research pool credit.

To take these alternatives please contact the research pool manager, Ms Karen Manifold.

**Students enrolled in more than one research pool course**
Rarely, a student will be enrolled in two research pool courses. For example, a student may be taking both Introductory Psychology and Research Methods in Sociology. Regardless of the number of research pool courses taken in the same semester, the student is required to do only two experiments. Students in this situation should contact the
research pool manager by 5th week; informing the manager of the two courses they are enrolled in.

Special studies
Some of the studies may have hidden purposes that you will not be told about until the end of the study. For instance, you might be told that a study is about memory when it is really about attention. If you would prefer not to be in any studies that might mislead you about their purpose, inform the Research Pool manager by the end of the second week of the semester. You will then be informed of some studies you could participate in. Please inform the Research Pool manager by e-mail and include your return e-mail address. You will be informed via e-mail of projects you could participate in.

Deadlines

The latest date a student can participate in a research study for credit is December 12th!

Research Pool Manager

Ms Karen Mainfold
262-2800
manifold@york.cuny.edu
Room 4F-01/4F-03
Research Pool Coordinator

Dr William Ashton, Behavioral Sciences (4D-06)

Research Pool Committee

Dr William Ashton, Behavioral Sciences
Dr William Divale, Social Science
Dr Deborah Majerovitz, Behavioral Sciences
Dr Beth Rosenthal, Social Science
Dr Deborah Swoboda, Behavioral Sciences