UNDERGRADUATE RESEARCH PARTICIPANT POOL

Fall term: Sept 5th – December 21st, 2012
Winter Term: Jan 7th – Apr 8th, 2013
APPEALS WEEK: April 1st – April 8th, 2013

I. What is it for?

The URPP allows you to earn 4% out of 100% of your final PSYC 1010 grade by participating in psychology research at York University. In particular, students may earn 4% toward their final grade by participating in **3 hours of research during the fall term and 3 hours of research during the winter term**.

II. How do I Get an Account?

1. Go to http://yorku.sona-systems.com and follow the links to create a new account.

2. When asked to provide an email address you must provide your *yorku.ca* address or else notifications sent to you (including your password) may end up in a spam/junk folder.

3. Enter your student number and your course section correctly or else you won't get credit for your research participation. This is not monitored by anyone other than you, so double check that it is correct.

4. Remember the URPP ID code that will be emailed to you. This is how the researchers will identify you.

III. How Do I Participate in Studies to Earn My 4%

1. Prescreen Questions: When you first create an account you will have the chance to voluntarily answer about 20-minutes worth of questions about your personal characteristics. Answering these will give you a wider variety of studies to choose from, making it easier to earn your 4%. All responses are confidential and no one will contact you based on your answers.

2. Signing Up: Login to your account to browse and sign up for studies that fit your schedule and interests. You will get 1 "credit" for each hour of participation.

3. See Participant (Student) Manual for detailed instructions:
http://www.yorku.ca/health/psyc/urpp/documents/URPP_Student_Manual_2005_2006.pdf

4. See Frequently Asked Questions at: http://psyc.info.yorku.ca/undergraduate-research-participant-pool/

5. Code of Conduct: Researchers and participants must show up on time for research appointments. Signing up for a study is like signing a contract. If you show up late, the researcher will decide whether there is enough time to complete the study. If not, you may be rescheduled at the researcher's discretion. **If you miss an appointment without contacting the researcher you will be required to complete extra hours to earn your 4%.** Cancellations can be made online up to 24 hours in advance; the web system will not allow any cancellations made less than 24 hours before your appointment. Be sure to take note of the researcher's phone number and email address when you sign up, in case you are unable to attend your appointment on short notice and need to contact them by phone or email.

6. Right to Withdraw: As part of ethical research procedures, a participant has the right to withdraw at any time during the course of a study without penalty. If you feel uncomfortable for whatever reason about continuing in a study once you've begun, let the researcher know.

7. Record Keeping: All records are kept online and mistakes can occur. Make sure to bring your coloured URPP "credit card" to all studies you participate in, for the researcher to sign. This card will be your proof that you participated in a study in the event of an error in online records. Additionally, please keep the confirmation emails that the sona system will send to you confirming your participation in different studies. If you think you have not received appropriate credit for participation email the URPP office. There will also be a formal appeals week at the end of the winter term wherein you should check your account to ensure all of your credits are showing (April 1st to April 8th 2013). No appeals will be considered after these dates.

8. If you have taken psych 1010 previously and already have an account you cannot use your old credits. You will need to do six new hours of research. Email us so that we can reset your account.

9. The URPP will be closed during the winter break (December 21 and Jan 7th). You will not be able to participate in research during that period.

IV. What if I Do Not Wish to Participate in Research? Is There Another Way to Earn My 4%?

Yes, you may opt to submit a 3-page paper summarizing a psychology research article that will be assigned to you. Acceptable papers will earn 4% toward their final grade. This option is referred to as the Paper Stream. Students who wish to choose this Paper Stream option must email the URPP office before Sept 30th, 2012.
If you have any questions, email us at **urpp@yorku.ca** and you will get a response within 48 hours