To help students learn about research, you are encouraged to take part in research being conducted in the department. One way to learn about psychology is to take part in research. In doing so, you help researchers from the department gather new information about human behavior. You also learn about the research process from the “inside.” Studies conducted within our department always have a “debriefing” component so you can learn about the study’s purposes and goals. All research projects are reviewed by the department’s ethics Committee and by the University’s Institutional Review Board to ensure that your rights are safeguarded.

1. Each instructor decides if / how they will offer credit for research participation. Each instructor also has their own policy concerning missed research appointments. See your class syllabus for specifics.
2. Recruiting might occasionally take place in class. When this happens be sure to follow the instructions given by your instructor and/or the researcher - as this may be handled a number of different ways and you want to be sure to do it correctly.
3. When signing up for a project, be sure to write down the name of the study, the time, the location, and how to contact the experimenter if you need to cancel.
4. Do not sign up for the same research project more than once.
5. No more than half of your required participation credits may come from online studies. For example, if your course requires 12 credits of participation in research, NO MORE THAN 6 of those credits may come from online studies. You are welcome to participate in MORE THAN HALF of your credits worth of in-lab studies, but no more than half of your credits may come from any on-line study. **Please be sure that when you assign these credits to your courses, to assign your online experiments to your online course section, and your in-lab experiments to your in-lab course section.**
6. **Participants should contact the researcher directly** if they need to cancel an appointment not scheduled using the computer system. Participants must also contact the researcher for any other experiment-specific issue, including excuses for not showing up to participate or questions about delays in credit awards. If necessary, leave voice mail and email messages.
7. It is your responsibility to arrive on time for the studies you sign up for.
8. Some studies will not allow you to arrive late. If you show up late to these studies, you will be treated as a no-show. If the experimenter is unable to open the door for students who show up late, they will place a sign on the door. This way students know the study is already in session.
9. No-shows will be noted in the Experimetrix system as ‘penalties.’ Your instructor may have specific repercussions for ‘penalties’ or incentives for attending all research you sign up for.
10. In the unlikely event that an experimenter does not show up - all students signed up for that study will receive credit.
11. **Research credit will not count for credit past the last available date advised by your syllabus, consult with your instructor if you have any questions regarding this.**
PSYCHOLOGY SUBJECT POOL
PARTICIPANT HANDOUT

EXPERIMETRIX

Experimetrix is the web-based program we use to coordinate psychology research. Researchers and participants gain access to the system though the main web site:  http://experimetrix.com/unl

***Everything can be done through this site including: schedule sessions, receive credit, and assign credit to your classes.***

1. Go to the Experimetrix web site:  http://experimetrix.com/unl
2. Click "new.user" from the menu options on the left side of the screen.
3. The registration screen requires your name, NU ID, and email address. Then click "Register."
4. Your computer-generated logon and password will be emailed to you. Occasionally the system fails, so if you don’t receive this information within an hour, email the webmaster (address is on the Experimetrix web page) and request that it be sent again.
5. Return to the Experimetrix website and activate your account by clicking the "log.in" option (this must be done within three (3) days of receiving the logon and password information).
6. **You must specify which class(es) you want your research participation to apply towards.** This course selection is important, otherwise your professor may never see your credit. **You must register for both the online and in-lab section for your course. For example, you must choose both ‘PSYCH 100 – online’ AND ‘PSYCH 100 – in-lab for your instructor’s section.’**
7. Subsequently, when you access the web site, you can do so either of two ways:
   1. “sign.up” - takes you directly to a list of available experiments
   2. “log.in” - allows you to view your account and monitor your credits and penalties
8. There is also a “forgot.password” menu option. You can have your password sent to your email if you forget it.
9. No more than half of your participation credits may come from online studies. For example, if your course requires 12 credits of participation in research, NO MORE THAN 6 of those credits may come from online studies. You are welcome to participate in MORE THAN HALF of your credits worth of in-lab studies, but no more than half of your credits may come from any on-line study. **Please be sure that when you assign these credits to your courses, to assign your online experiments to your online course section, and your in-lab experiments to your in-lab course section.**
10. You have the ability to cancel your participation in a study, but you have to do so more than 1 hour before the scheduled session.
11. **If you sign up for a research session, but do not show up at the appointed time, a ‘penalty’ will be noted in your account.** Not all professors will penalize no-shows, but your professor will know if you did not show up.
12. At the end of the semester, professors will be provided a list of the students who have specified their class (both online and in-lab). That list will include the number of penalties you have received and professors may or may not choose to penalize you for this behavior.
13. **AFTER YOU HAVE RECEIVED CREDIT for participating in an experiment, you must ASSIGN the credit to the specific class for which you want the credit to apply towards.** Even if you are only signed up for one class, you must do this. Be sure to assign your online experiment participation to the online section of your course, and your in-lab participation to the in-lab section of the course. Failure to do so may result in penalties, **If you fail to ASSIGN the credit to your class, it will not show up on your professor’s printout!**