Spring 2024

Research Requirement/Extra Credit for Psychology Students (non-Psy 112) via the Sona Research Participation System

Some Psychology instructors outside of Psy 112 encourage their students to participate in psychology research projects by requiring participation or providing extra credit. Check with your instructor or read the class syllabus for details. These instructions are not meant for Psychology 112 students. That class has a departmental research ***requirement*** and a separate set of instructions.

This participation is intended to broaden your knowledge of the methods of psychology and to give you "hands on" experience related to psychological research. **All students must register at http://CCSU.sona-systems.com to receive credit for their research projects or research papers.  See details below.**

***Option 1.*** Research Project Participation. Faculty and advanced students in psychology conduct research in their areas of interest. In order for the research to be conducted, we request that volunteers participate. Often Psychology students serve this role. You get to see exactly how our research is conducted, and you are a valuable resource for us as well. All research conducted with people at CCSU is reviewed for ethical acceptability, no questionable research is allowed. You are guaranteed confidentiality. You are entitled to full and complete information about each study in which you participate. **You must be at least 18 years old to consent to participate (if under 18 you need written parental permission. Ask your instructor for details).**

NOTE: RESEARCH PROJECT PARTICIPATION IS NOT REQUIRED. If for any reason you do not wish to participate in research projects, you do not have to do so. **You may earn your required units (and extra credit) by option #2 (see below).**

**HOW TO PARTICIPATE IN RESEARCH PROJECTS:**

You will use the on-line **Research Participation Scheduling System** at **http://CCSU.sona-systems.com**, a web-based experiment scheduling and tracking system. *Projects should be available within a few weeks of the semester beginning; however, a majority of the opportunities for participation will be in October and Early November.*

On your first visit you must register as a new user and obtain a password. To do this:

1. Click on **Request Account**.
2. Enter:
	1. your name,
	2. your e-mail address,
	3. a user ID of your choosing (**you must enter a user ID)** and,
	4. select the Psy 112 class in which you are registered. **BE SURE TO SELECT THE CORRECT COURSE! LOOK AT YOUR SYLLABUS AND MATCH THE COURSE, SECTION, AND INSTRUCTOR WITH THE COURSE YOU CHOOSE ON SONA! IF YOU DO NOT DO THIS, YOU MAY NOT RECEIVE CREDIT!**
	5. **YOU CANNOT USE TWO EMAIL ADDRESSES TO EARN POINTS ON THE SONA SYSTEM. IN FACT, GRADUATE ASSISTANTS WILL BE MONITORING TO MAKE SURE YOU USE ONLY ONE EMAIL ADDRESS TO EARN CREDITS THROUGH THE SONA SYSTEM THROUGHOUT THE SEMESTER. FAILURE TO FOLLOW THIS RULE WILL RESULT IN YOU BEING BARRED FROM EARNING CREDIT THROUGH RESEARCH PARTICIPATION (Option #1) THROUGHOUT THE SEMESTER.**
3. Be sure to enter an *existing* email address. Your password and login information will be sent to that address in a few seconds. *(The e-mail address you use must be a unique address, that is, no one else using the participant scheduling system can also be using the same e-mail address.)* This logon information will be sent to you by an account called **“**Research Participation System [ccsu-admin@sona-systems.net]**.” Do not mistakenly delete this message as “spam”. You can change your password under “My profile” after you log in.**

After you receive your login and password by e-mail (this just takes a few seconds) return to **http://CCSU.sona-systems.com**

1. Enter your login and password. If you like, you can change your password when you log on. Note: You will not be able to sign up for experiments until you activate your account by logging on.
2. From here you can sign up for experiments, change your password, view your appointments and credit, etc. **If you need to cancel your appointment (for in person studies), please contact the experimenter as soon as possible. IF YOU CANCEL YOUR APPOINTMENT LESS THAN 24 HOURS PRIOR TO YOUR SCHEDULED APPOINTMENT FOR ANY REASON, YOU WILL BE PENALIZED. CANCEL APPOINTMENTS EARLY IF YOU ARE CONCERNED ABOUT THE POTENTIAL FOR BEING LATE OR MISSING AN APPOINTMENT.**
3. IF YOU ARE LATE FOR A SCHEDULED APPOINTMENT, THE RESEARCHER RESERVES THE RIGHT TO PREVENT YOU FROM PARTICIPATING IN THE SCHEDULED RESEARCH SESSION AND PENALIZE YOU FOR YOUR LATE ARRIVAL.
4. PARTICIPANTS WITH 3 OR MORE UNEXECUSED NO-SHOWS OR LATE ARRIVALS WILL NOT BE ALLOWED TO SIGN UP FOR EXPERIMENTS FOR THE REMAINDER OF THE SEMESTER. THEY WILL BE RESTRICTED TO OPTION 2 FOR EARNING EXTRA CREDIT POINTS. If you make an appointment, but do not show up, it will be counted as an unexcused no-show. No excuses. Do not sign up unless you intend to show up. **Be sure to keep your scheduled appointments.**
5. For online studies, once you have signed up, you must complete it before the final data collection deadline. I would recommend that you complete your participation as soon as possible to avoid any issues or complications. **If you need to cancel your online signup, please contact the experimenter as soon as possible.**
6. **You may NOT participate in the same study more than once.**
7. There are no limits for online study participation, but “on ground” (in-person) studies will award 1 bonus SONA credit (e.g. if you sign up for a 20-minute online study you will earn 1 SONA credit. The same 20 minute “on ground” study would earn you 2 SONA credits).

***Option 2.*** The research paper alternative for earning units is designed primarily for students who, for one reason or another, are not able or do not wish to participate in research projects. It is the only option for participants who have received 3 or more unexcused no-shows.

If you choose, you may earn credits through both options (up to the maximum that your instructor sets). If you decide to earn units through the research paper option, please follow these instructions:

A. Registering on-line:

You must have a Sona account to receive credit for Option #2 (as noted earlier, you can register at **http://CCSU.sona-systems.com**). **If you write** **papers totaling 6 units of credit** **you do not have to sign up for research projects, but you will only receive credit for your papers and be able to view your credits if you have registered on the website above.**

Of note, research paper credits will be graded and credits provided by May 3, 2024.

B. Choosing an article to read:

1. The idea is to do some in-depth first-hand reading about psychological research,

beyond that covered in your textbook. Choose a recent article (within the last 5 years or so) from *American Psychologist* or other psychology journal. NOTE: the journal must be a peer-reviewed journal (e.g., *Psychology Today* is not acceptable). A good guideline for what journals are acceptable is to choose one that is available through the PsycINFO database – see <https://www.apa.org/pubs/databases/psycinfo/coverage>.

*American Psychologist* uses the least amount of technical language of any of the journals available in full-text from the CCSU library. If you prefer a more advanced article, you may look in any psychology journal available through the PsycINFO database, which you can access through the CCSU library’s web page (go to <http://library.ccsu.edu/> and click on ‘Databases’). Some of these journals are also available in hard copy at the CCSU library should you choose to access them that way.

2. The article you read must be at least 2 full pages long in the journal.

C. What to write

1. The purpose of the report is to demonstrate that you have read and understood the research article. It should be an account in your own words of what you personally got out of the article. The report should be well-written, but does not have to be a completely polished term paper.
2. We check for plagiarism. According to the CCSU policy, “Plagiarism includes, but is not limited to… copying sentences, phrases, paragraphs, tables, figures, or data directly or in slightly modified form from a book, article, or other academic source without using quotation marks or giving proper acknowledgment to the original author or source…” (For the full policy see <http://www.ccsu.edu/academicintegrity/>.) If plagiarism is detected, you will not receive credit**. Plagiarism is a serious offense that could lead to your expulsion from the University (see CCSU policy for more information)**.
3. The report MUST BE typed, spell-checked and double-spaced. We prefer that you save your document in Microsoft Word.
4. If acceptable, you will receive 1 unit for each page you write, but not more than 2 units for each article you read. As a general rule, 1 page equals about 250 words. Margins should be 1 inch.

D. Other details for submitting papers:

1. ***To receive credit, you must include all of the following***

 ***information at the top of your paper:***

a. Your name, your e-mail address, and the date

b. Your Psychology instructor and class time

c. Your CCSU student ID number

d. The author, title, and page numbers of the article you

 read

e. The journal name and date (month and year) on which the article was published

f. YOU MUST ATTCH AND INCLUDE A COPY OF THE ARTICLE (saved in .pdf or html format). (Printouts from full-text on-line resources or photocopies are acceptable if you are submitting non-electronically. Originals are not acceptable.)

1. ***Keep a copy of your paper for your own records just in case***

***a discrepancy in record keeping arises.***

3. **Submit your paper, preferably saved as a *Microsoft Word* document, and the .pdf or html copy of the full article; by e-mail attachment to:** **PsychPapers@ccsu.edu****). *Do not submit your paper directly to your instructor or the SONA administrator.***

E. Amount of time to spend

Since the research paper option is intended to be an alternative to experiment participation, you don't need to spend more than approximately 1 to 2 hours writing your paper.

# F. Deadlines

# Monday Apr. 29th at 5:00pm is the last date that one can participate in research projects.

# Monday Apr. 29th at 5:00pm is also the last date that one can turn in research papers.

***These are HARD deadlines; late submissions will not be accepted!***

**If you have questions or concerns, you should contact your psychology professor. If you have additional questions after talking to your psychology professor, please contact:**

Dr. Jim Conway at conwayj@ccsu.edu or 860-832-3107.