

PARTICIPANT INFORMATION FOR ACCESSING SONA, THE PSYCHOLOGY DEPARTMENT'S ONLINE SUBJECT POOL

CREATING A SONA ACCOUNT

Some instructors offer their students extra credit for participating in psychology and/or child development research. In order to participate in most studies, you will need to set up a SONA **participant** account (if you don't already have one). You **MUST** have a valid **CSU Stanislaus** e-mail account to create a SONA account.

- Step 1:** Sign up for a SONA participant account at <http://csustan.sona-systems.com/> by clicking on "Request Account". A unique **user name** (User ID) and **password** will be e-mailed to you from *Psychology Research Sign-Up System* [csustan-admin@sona-systems.net]. **This e-mail may get routed to a Spam or Junk Mail folder.**
- Step 2:** After you receive your User ID and password, return to the above website and enter your User ID and password to activate your account.
- Step 3:** After logging on please read and accept the *Human Subjects/Privacy Policy*.
- Step 4:** Then, from the list provided, select the course (or courses) that you are enrolled in. Over the course of the semester, you will assign your earned experimental credit(s) to your selected course(s), which will then be counted toward your course extra credit. Only courses for which instructors are offering extra credit will be listed, so if your course isn't on the list, please talk to your instructor.
- Step 5:** After you activate your account, you can sign up to participate in studies by clicking on *Study Sign-Up*. **WARNING:** If you have *multiple roles* (e.g., a researcher role in addition to a participant role), you **MUST** use the participant role when signing up for studies. If you don't use the participant role, SONA will not have a record of the credit(s) you earned!

IMPORTANT DATES

MONDAY, May 13th: This is the final day to participate in research (i.e., earn experimental credits). You may not earn any experimental credits after this date.

FRIDAY, May 17th: This is the final day to assign credits to courses. It is your responsibility to assign earned credits to a course for extra credit. Unassigned credits will **not** be automatically assigned to a course (or courses) for you. Each credit may only be assigned to **one** course. So, if you earn 10 credits, you may choose to assign all 10 credits to the same course, **or** you may, for example, assign 4 credits to one course and 6 credits to another course. But, you may **not** assign the *same* 10 credits to two different courses.

PLEASE NOTE

- The number of available studies will vary across the semester. **Please check the website regularly for new experiments.**
- Before signing up for an experiment, please note whether there are eligibility requirements (for example, "only female participants").
- If you sign up for an **online study**, you will need to select a timeslot. The **ONLY** purpose of the timeslot is to provide researchers with a way to keep track of who has participated in the study and award credits. It **does not** mean that you are required to do anything on that time/date. It also does not mean that the study will be available until that date.
- Experimental credits are awarded by the researchers manually. It may take several days for your earned credits to appear in your account.
- If you are having trouble logging on to the website, please contact Dr. AnaMarie Guichard at aguichard@csustan.edu or Dr. Gary Williams at gwilliams1@csustan.edu