STUDENT INFORMATION FOR ACCESSING
THE PSYCHOLOGY DEPARTMENT’S
ONLINE SUBJECT POOL (SONA Systems)

In order to use the Online Experiment Scheduling System (SONA Systems), you MUST have a valid e-mail account.

Step 1: Make sure your instructor is willing to give you extra credit for participating in research studies. This information is usually announced in class or is included in your course syllabus. If you are not sure whether or not you may earn extra credit, please ask your instructor, the subject pool administrator does not have that information.

If your instructor(s) is/are not offering extra credit, you may still participate in research studies for your own enjoyment or education, but you will not receive any extra credit.

Step 2: If you do not already have a SONA account, you must sign up for one at http://csustain.sona-systems.com, and select Request An Account Here (located at the bottom, left-hand side of the page). A unique user name (logon) and password will be e-mailed to you. Be on the lookout for this e-mail as it may get routed to a Spam or Junk Mail folder.

If you already have a participant account in SONA, then you may continue to use the logon and password you have used in the past. If you have forgotten that information, click on the Lost Your Password? Option and it will be sent to you.

Step 3: After you receive your logon and password, return to the above website and enter your User ID and Password to activate your account.

Step 4: When you logon for the first time you will need to select the course(s) for which you may earn extra credit. If you are able to earn extra credit in more than one course, you may select more than one course from the list. PLEASE BE SURE TO SELECT THE CORRECT COURSE(S)! If you select the wrong course, then your earned credits may not be applied to the correct course(s) at the end of the semester!

If you want to add more courses, or change courses after your initial logon, you may do that by clicking on “My Profile” and then “Change Courses.”

Once you have earned a credit, you may assign it to a course. You will have to assign each earned credit to a course in order to have the credits counted as extra credit. You will receive an email letting you know the final date (deadline) that you may assign credits or reassign them from one class to another. After the deadline, you may not make any further changes in credit assignments and your instructors will be emailed the number of credits you assigned to his or her course.

If you are participating in research for your own enjoyment, and are not applying those credits to a course, then please select “No Course” from the list of classes.

(Please turn over for more information)
Step 5: After you activate your account, you can sign up to participate in studies by clicking on Studies.

- When you click on the schedule for an experiment, please note if there are any Eligibility Requirements. For example, some researchers are only recruiting participants who are male or female. You may only sign up for experiments for which you meet the selection criteria.

- The number of experiments that are available will vary across the semester. Sometimes, there will be many experiments posted; at other times, there only may be one or two experiments posted. Please check the website regularly for new experiments.

- If you are having trouble logging on to the website, please contact Dr. Annie Guichard at subpool@csustan.edu.