

Andrews University CogLab

Student Experiment Setup Request

1. Please list all of the student research assistants involved with this study, along with a phone number and email address. Underline the student who will act as principle investigator.

2. If complete, please attach a copy of the IRB approval sheet. If IRB approval has not been received, the experiment will not be activated until a copy of the approval has been sent to the lab director.

APPROVAL ATTACHED: YES NO

3. What is the research question that you are examining in this study?

4. Which of the following will your experiment require? (Check all that apply.)

eye tracking

web experiment (Cognopod)

computer experiment (Superlab)

online survey

physiology measures

paper survey

5. How many subjects do you expect to run? _____

6. How much time in the CogLab will you need for each subject? Will you be able to run subjects concurrently? (If your experiment is on-line only, skip this question.)

of Subjects _____ X # of Sessions/Subject _____ X # of Minutes/Session

Concurrent Sessions (multiple subjects at the same time)? YES NO

7. Will you be compensating subjects? If so, who is funding the compensation?

8. How will you be recruiting subjects?

9. Please attach a copy of your protocol (with explicit timing information) and a full stimulus list in electronic format. If your stimulus list involves a large number of pictures, please provide these to the lab director on a CD (preferred) or a virus-free USB drive.

PROTOCOL ATTACHED: YES NO

STIMULUS LIST ATTACHED: YES NO

10. Be certain that you have read and understand the following guidelines for research in the Andrews University CogLab.

A. The Andrews University CogLab is a research lab in the Behavioral Sciences Department at Andrews University and is directed by Dr. Karl Bailey.

B. All student researchers in the CogLab are responsible for ensuring that the CogLab remains a clean and secure research area. Lab equipment and space is to be used for research purposes only, and not for personal or educational use outside of approved research activities. Only approved student researchers should operate CogLab equipment.

C. Software must not be installed on CogLab computers without explicit permission from the lab director. The use of non-lab USB storage devices is discouraged – data files and other relevant files should be transferred by email or other virus-checked methods.

D. Research in the CogLab will be prioritized in the following manner when time conflicts occur, in accordance with the responsibility of the lab to basic research and educational commitments: (1) Externally funded research projects involving undergraduate research (2) Internally funded research projects involving undergraduate research (including BNS and URS funding) (3) Undergraduate research methods and lab course projects (4) Any other undergraduate student projects registered for credit (including honors projects) (5) Graduate student research projects registered for credit (6) Any other unfunded or not-for-credit research projects.

E. Use of the CogLab should be scheduled in advance, unless other arrangements have been made with the lab director.

F. All other posted policies in the CogLab should be followed.

I (We) the undersigned have read and understand the Andrews University CogLab policies and request the setup of the attached experiment. (Please sign and print your name and the date in the space below).

Signature

Print Name

Date