SONA FAQs for Researchers

1. **How do I get a researcher account?**
   Contact georget3@union.edu requesting an account (and be sure to CC your faculty advisor/supervisor)

2. **How do I get my study set up?**
   Fill out this form (also located on the Psychology Department How-to Page). This form will ask you to enter basic study information

3. **What is the rate of compensation for participants?**
   Studies lasting 0-15min are worth ¼ hour credit or $2.50, studies lasting 16-30min are worth ½ hour credit or $5; studies lasting 31-45min are worth ¾ credit or $7.50 and studies lasting 46-60min are worth 1 hour credit or $10; and so forth.

4. **What if I plan to run a mixture of paid and credited participants? Do I need to create separate listings in SONA?**
   Create a single credited study in SONA. In your study title indicate that participants may participate for either cash or credit (e.g. insert the phrase "CASH or CREDIT" in your title). Upon participant completion, ask what type of compensation they want. If they want credit, mark them as participated and assign credit in SONA. If they want cash, you can mark them as participated in SONA, but change the credit assignment value to "0". This way, they cannot sign up twice.

5. **Speaking of paid participants, what if I am paying people with Venmo?**
   You should indicate in your study description whether participants are being paid in cash or Venmo.

6. **I am running an online-only study, but SONA wants me to create sessions. What's the deal?**
   Because a participant may participate in an online study at any time, many researchers create a single timeslot. The single timeslot contains the maximum number of participants who may participate, and has a final participation date of the last date that participants may participate. However, you may want to add new timeslots every week with just a few participants so that potential participants don't put off participating until the last minute.

7. **I need more people to sign up for my study. What can I do?**
   If you are only running credited participants from the psychology participant pool, you <u>cannot </u>advertise your study on campus. In this case, it's usually just a matter of time before participants from PSY100 and 300 need to complete their course credits before the term is up.

   If you are paying participants (or doing a combination of paid and credit), you may advertise your study on campus (e.g., fliers or classroom announcements) but your advertisement may ONLY target paid participants.

8. **What's the difference between an excused and unexcused no-show?**

   An excused no-show means the participant has contacted you about their inability to attend the session. An unexcused no-show means the participant has not contacted you. In this case, it's under your discretion as to whether you mark them as excused or unexcused.

9. **Am I allowed to change any aspects of my study once it's been posted to SONA?**

   Yes, you are free to change many minor aspects of your study (such as how long participants have to cancel, minor changes to wording, etc)

   However, changes to the amount of credits requires administrator approval. If you find that your study is taking longer/shorter than expected, this is a valid reason to change the amount of credits.

10. **What do I do when I'm done with my study?**

    Under the study information section, please change your study from "active" to "inactive".