

SONA



Department of Psychology Research Experiences Group

Contents

Sona Accounts.....	3
New Accounts	3
Existing Accounts	3
Logging into Sona.....	4
First Time Login.....	5
Pre Screen Questionnaire	6
Studies.....	10
My Schedule/Credits Tab.....	11
Old Credits	14
Mass Testing	14
Types of Studies	17
Mass Testing Survey is valued at 1 online credit	18
FAQ.....	21
Alternative Assignments.....	22
Can't Make a Scheduled Timeslot?.....	22
Final Questions.....	23

Sona Accounts

New Accounts

- All SONA accounts are created from class lists provided by the Registrar's Office
- Class lists are updated on Friday mornings for the first 6 weeks of class.
 - This means if you add or drop a course you will NOT see this reflected on SONA until Friday afternoon
 - If you have enrolled in a course after the Wednesday of a week, this may not be reflected on the class list provided by the registrar's office, and you may need to wait until the following week for course changes or account creation to occur.

Existing Accounts

- If you were enrolled in a participating Psychology course since the Fall of 2016, your account will already be created and will be updated with the current course(s) of which you are enrolled.
- To check your account, please go to <https://uwaterloo.sona-systems.com/Default.aspx?ReturnUrl=%2f> or scan



Logging into Sona



The screenshot shows the Sona login interface. At the top left is the University of Waterloo logo. To its right is a banner image of a university building with an orange overlay containing the text "Department of Psychology Research Experiences Group". Below the logo is a white box containing two buttons: an orange button labeled "RESEARCH EXPERIENCES GROUP" and a green button labeled "WatIAM ID Log In". To the right of this box is a large white area with the following text:

FALL 2021 Term

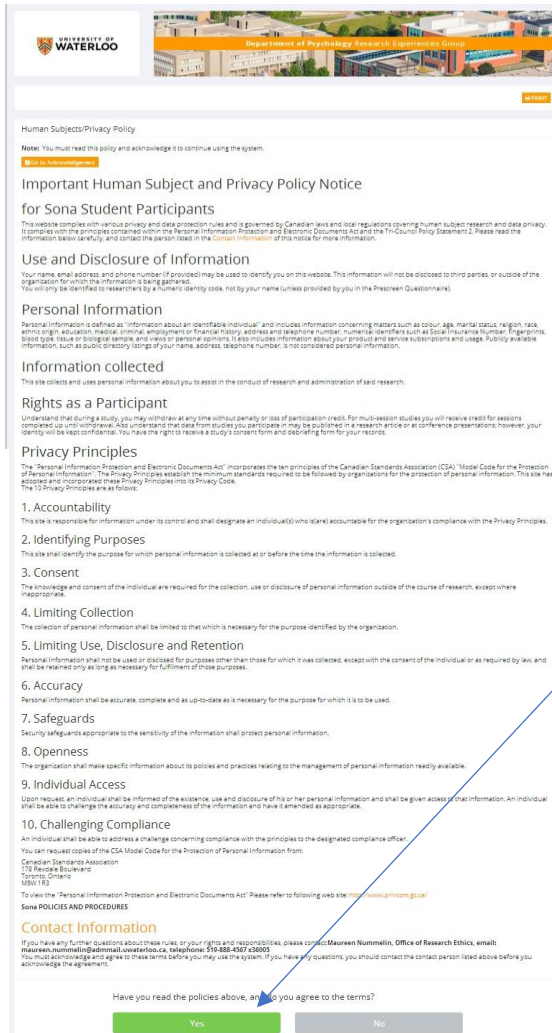
SONA Opens on September 9th for PHASE 1: Pre Screen and Mass Testing Only

Mass Testing for FALL 2021 is CLOSED.

SONA opened for PHASE 2, regular studies on September 15, 2021. For Fall Term, you will be able to complete SONA studies from either On Line or Remote Face to Face studies. 25% of credits from your studies will require REMOTE access (i.e., via TEAMS etc.) The remainder can be either remote or ONLINE

Logging into Sona is done using your WATIAm (or Quest) credentials. Please use your main Quest ID. If you have an additional or “user friendly” version it will not work.

First Time Login



The screenshot shows the 'Human Subjects/Privacy Policy' page. At the top, there is a header with the University of Waterloo logo and the Department of Psychology Research Experiences Group. Below the header, a note states: 'Note: You must read this policy and acknowledge it to continue using the system.' The main heading is 'Important Human Subject and Privacy Policy Notice for Sona Student Participants'. The page contains several sections: 'Use and Disclosure of Information', 'Personal Information', 'Information collected', 'Rights as a Participant', 'Privacy Principles', and 'Contact Information'. At the bottom, there is a question: 'Have you read the policies above, and do you agree to the terms?' with two buttons: 'Yes' (highlighted in green) and 'No'.

You will be asked to read the Human Subjects / Privacy Policy statement.

If you agree to the terms of the statement, you can click “yes” and you will be set up to participate in research studies.

If you click “no”, your Sona account will not be activated



Pre Screen Questionnaire

Complete if you plan on completing the Mass Testing Survey

Once you logged into SONA and completed your agreement, you will be asked if you want to complete the PreScreen Questionnaire.

You can start the PreScreen now, and it takes about 10 – 15 minutes to complete and has no credit value. It is demographic information. You can elect to skip the PreScreen by declining to participate, however be aware that it is used to determine eligibility to many studies and you will have a smaller pool to choose from without it.

If you change your mind and want to complete the PreScreen, please contact the REG Coordinator and they will remove your “declined’ status.

The PreScreen Questionnaire is required to be completed if you want to complete the Mass Testing Survey which has 1.0 credit value.

After you have complete the PreScreen Questionnaire, you will be provided a summary of responses or a final review.

It is recommended that you check that the responses you provided are what you wanted, and then you will click “Save Prescreen”

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Department of Psychology Research Experiences Group

System Message: Acknowledgment Confirmed.

Prescreen Questionnaire - Information & Consent Letter

This questionnaire will ask you questions about your demographic and family background and personal information that we use to select participants for studies.

You may have completed this survey before in a previous term however we ask that you complete it again this term. Firstly, we have added many new questions this term and secondly we are looking for your current, updated responses to our existing questions.

Please read each question carefully and respond as honestly as possible to the questions. You may be contacted if it appears that you have provided a series of random responses or did not provide an answer for a large number of questions. In these situations, you may be asked to re-take the questionnaire.

You may decline to complete this questionnaire but doing so will limit the number of studies available to you. If you choose to complete the questionnaire, you may decline to answer any questions you wish and you may withdraw at any time. Your responses will remain confidential and will only be available to the REG Coordinator and to the researchers of the studies that you have signed up for. If you decline to do this questionnaire, you will still be able to participate in studies however there may be fewer available to you.

Please note this questionnaire takes about 10 minutes to complete and there is NO PARTICIPATION CREDIT awarded for completing it. However, once you have completed this questionnaire you will be eligible to complete the Mass Testing Survey for ONE credit. NOTE: the Prescreen Questionnaire is NOT the same thing as the Mass Testing Survey.

If you have any comments or questions about this questionnaire please contact Michelle Manios at (519) 888-4567 Ext. 32690 or at regadmin@uwaterloo.ca. I want to assure you that this project has been reviewed and received ethical clearance through a UW Research Ethics Committee. If you have any concerns or questions about your involvement in this project you may contact Maureen Nummelin, Director, Office of Research Ethics, at 519-888-4567, Ext. 36005 or by email at maureen.nummelin@uwaterloo.ca.

Thanks for participating in this questionnaire.

Would you like to participate in the prescreen?

YES, Start Prescreen

No, Decline to Participate

Email questions to the REG Coordinator at regadmin@uwaterloo.ca
Copyright © 1997-2014 Sonar Systems Ltd.
(10:26 AM)



System Message: Responses noted. ✕

A summary of your responses is below. If you would like to change any of your responses, this is your only opportunity to do so. After you save the Prescreen, you may not change any of your responses. Click on the response to change your response. If you are satisfied with your responses, you may save the Prescreen now.

Save Prescreen

Response Summary

Section 1

Contact Information

Your sign-ups on Sona are anonymous. By default, researchers for your studies have access to just your Sona Identity Code and they are only able to contact you anonymously via the Sona website.

However, to ensure that you get important messages about your sign-up or studies it will really help if you provide your name and contact information below. As with all data collected on Sona, this information will be retained confidentially on a secure server to which only researchers associated with your studies have access.

1. First Name and First Initial of your Last Name
(This is useful for researchers to meet you for lab studies):

Your Response: **Test**

2. Phone Number

(This is useful for researchers to contact you for last minute cancellation and rescheduling and for lab study reminders):

Your Response: **[Decline to Answer]**

3. Email address:

NOTE: If you do not use your school email account (uwaterloo.ca) as your primary email you might not receive important Sona emails. Be sure to always check your school email for Sona messages. You can also enter your preferred email address as the Alternative email in your Profile page on Sona.

Your Response: **[Decline to Answer]**

4. uWaterloo (Quest) user name

Your Response: **[Decline to Answer]**

Section 2

Personal Information

This website requires you to select a button for every item. If you prefer not to answer a question just select the box beside "Check this box if you do not want to provide an answer to this question". If a question does not apply to you please select the "Does not apply to me" option or enter "n/a" in the response box.

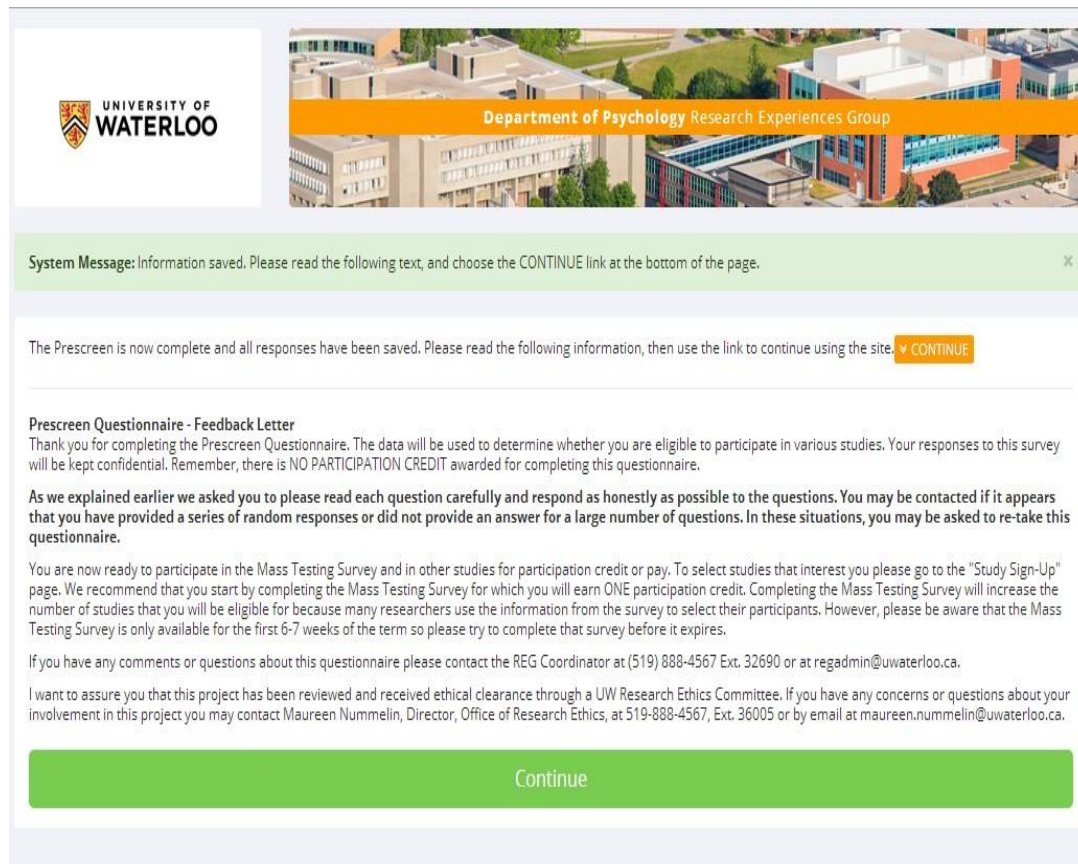
1. What is your biological sex?

Your Response: **Female**

As with all studies, once you have completed submitting the Prescreen you will be presented with the Feedback Letter

This is a good opportunity to review the purpose of the study

Once you read this letter, click on “continue: to go to you “My Profile” page.



The screenshot shows a web page with the University of Waterloo logo on the left and an aerial view of campus buildings on the right. An orange banner across the middle reads "Department of Psychology Research Experiences Group". Below this is a green system message box: "System Message: Information saved. Please read the following text, and choose the CONTINUE link at the bottom of the page." The main content area contains the following text:

The Prescreen is now complete and all responses have been saved. Please read the following information, then use the link to continue using the site. [CONTINUE](#)

Prescreen Questionnaire - Feedback Letter
Thank you for completing the Prescreen Questionnaire. The data will be used to determine whether you are eligible to participate in various studies. Your responses to this survey will be kept confidential. Remember, there is NO PARTICIPATION CREDIT awarded for completing this questionnaire.

As we explained earlier we asked you to please read each question carefully and respond as honestly as possible to the questions. You may be contacted if it appears that you have provided a series of random responses or did not provide an answer for a large number of questions. In these situations, you may be asked to re-take this questionnaire.

You are now ready to participate in the Mass Testing Survey and in other studies for participation credit or pay. To select studies that interest you please go to the "Study Sign-Up" page. We recommend that you start by completing the Mass Testing Survey for which you will earn ONE participation credit. Completing the Mass Testing Survey will increase the number of studies that you will be eligible for because many researchers use the information from the survey to select their participants. However, please be aware that the Mass Testing Survey is only available for the first 6-7 weeks of the term so please try to complete that survey before it expires.

If you have any comments or questions about this questionnaire please contact the REG Coordinator at (519) 888-4567 Ext. 32690 or at regadmin@uwaterloo.ca.

I want to assure you that this project has been reviewed and received ethical clearance through a UW Research Ethics Committee. If you have any concerns or questions about your involvement in this project you may contact Maureen Nummelin, Director, Office of Research Ethics, at 519-888-4567, Ext. 36005 or by email at maureen.nummelin@uwaterloo.ca.

[Continue](#)

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Department of Psychology Research Experiences Group

Studies My Schedule/Credits FAQ My Profile Logout

David McLean (Participant)

System Message: Course selections saved.

Study Sign-Up

VIEW AVAILABLE STUDIES

My Schedule & Credits

- View or cancel my study appointments
- View studies I've participated in, and see if credit has been granted
- View other Credits I've earned

My Profile

- Change password
- Modify contact information
- Change your email address

FAQ

Find answers to common questions

Credits Overview

0

- Earned
- Pending
- Required

Announcement

left

Upcoming Appointments

No Upcoming Appointments

Once the initial set up has been completed, subsequent logins to Sona will take you directly to your main work page or “My Profile” page.

Here, you can see an overview of your progress in research participation this term.

The tabs across the top correspond to the box fields in the main body of the page.

By clicking the green tab labelled “View Available Studies” you can see studies that may be eligible for you to participate in.

Studies

The screenshot shows the website interface for the Department of Psychology Research Experiences Group at the University of Waterloo. The header includes the university logo and the group name. A navigation bar contains links for 'Studies', 'My Schedule/Credits', 'FAQ', 'My Profile', and 'Logout'. Below the navigation bar, there is a section for 'Test Tester (Participant)' with instructions and a policy about failure to appear. A date filter is set to 'Friday, August 8, 2014'. A table lists two studies, both marked as 'Timeslots Available'.

Available?	Study Information	Eligibility
Timeslots Available	Individual Cognition (0.5 Credits) This in-lab study is designed to better understand the relationship between cognition and performance in two verbal exercises.	Eligible courses: Psych 101, 236, 257, 261, 306, 335, 338, 339, 353, 398 <u>Prior study restrictions</u>
Timeslots Available	Rating Words (for pay) (5 Dollars) This 30 minute in-lab study explores how people classify and rate individual words in terms of how relevant they are to concepts, and in the context of various scenarios.	Eligible courses: PSYCH 101 section 1, 236, 257, 261, 306, 335, 338, 339, 398 <u>Prior study restrictions</u>

Email questions to the REG Coordinator at regadmin@uwaterloo.ca
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[Human Subjects/Privacy Policy](#)
(10:38 AM)

Studies with available timeslots will have the 'TIMESLOTS AVAILABLE' link beside the study title.

My Schedule/Credits Tab

“**My Schedule/Credits**” will show you the studies you have signed up for and/or completed, as well as the credit you have earned.

If you have participated in the Sona program in previous terms, a list of your studies completed from the past will be listed here.

“**FAQ**” directs you to some commonly asked questions and the answers

The screenshot displays the user interface of the REG website. At the top, there is a header with the University of Waterloo logo and the Department of Psychology Research Experiences Group name. Below this is a navigation bar with links for 'Study Sign-Up', 'My Schedule/Credits', and 'FAQ'. The 'My Schedule/Credits' link is highlighted in orange. Below the navigation bar, there are several sections: 'Study Sign-Up' with a green button labeled 'VIEW AVAILABLE STUDIES'; 'My Schedule & Credits' with links to 'View or cancel my study appointments', 'View studies I've participated in, and see if credit has been granted', and 'View other Credits I've earned'; 'My Profile' with links to 'Change password', 'Modify contact information', and 'Provide an alternate email address'; and 'FAQ' with a link to 'Find answers to common questions'. On the right side, there is a 'Credits Overview' section with a circular progress indicator showing '0' and a legend for 'Earned', 'Pending', and 'Required' credits. Below this is an 'Upcoming Appointments' section showing 'No Upcoming Appointments'. At the bottom of the page, there is a footer with contact information and copyright details.

Study Signups

NOTE: Researchers only know you by your identity code, which is [REDACTED] so please use that when corresponding with them.

Study	Time	Location	Status	Course	Comments	Cancel?
Improving survey design for students' ratings of courses and instruction Study Type: Online Study Credits: 0.5 Credits	May 30, 2021 5:00 PM (Participation Deadline)		0 Credits granted on June 2, 2021.	None Reassign	0.50 Credits archived record	
Where do I want to live? The structure of societies B Study Type: Online Study Credits: 0.5 Credits	June 5, 2021 12:29 AM (Participation Deadline)		0 Credits granted on May 25, 2021.	None Reassign	0.50 Credits archived record	
Administrative Test Study Study Type: Online Study Credits: 1 Credits	June 6, 2021 9:00 AM (Participation Deadline)		0 Credits granted on June 4, 2021.	None Reassign	1.00 Credits archived record	
Memory and Language V2 - Part 1 Study Type: Online Study Credits: 1 Credits	June 19, 2021 12:00 AM (Participation Deadline)		0 Credits granted on August 5, 2021.	None Reassign	1.00 Credits archived record	

You may cancel a study sign-up until 9:00 PM on the day before the study is scheduled to occur.

If you have participated in the SONA program in previous terms, you will see a list of the studies you completed with:

- The date of completion under "Credit Status"
- The course the credits were assigned to, the credit value received, and that it is an archived record under "Comments"
- These records are kept so that you would not accidentally sign up for the same study twice.

You can also review and download an Official copy of your studies by selecting the green download button at the top of the page.



Department of Psychology Research Experiences Group

Home Studies My Schedule/Credits FAQ

My Profile Logout

David McLean (Participant)

Credits

Download

Overall Credits Earned: 0 Overall Credits Pending: 0 Overall Credits Requirements: 3

Important Notes!

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This will load all of your current credits as well as Archived credits so read closely, however you will be able to see the Study, Time, Status and Course you have assigned the credit to.



Research Experiences Group
SONA SYSTEMS
Digitally signed on: September 7, 2021 1:18 PM
Signature valid in electronic format only.

Participant Progress: David McLean
Report generated on September 7, 2021 1:18 PM
Research Experiences Group (https://uwaterloo.sona-systems.com)

Overall Credits Earned: 0
Overall Credits Requirements: 3

Course:
admin course - no students enrolled

Credits Earned by Course
[Not Assigned] 0

Study Signups

Study	Time	Status	Course	Comments
Improving survey design for students' ratings of courses and instruction	May 30, 2021 5:00 PM	0 Credits granted on June 2, 2021.		0.50 Credits archived record

Old Credits

Studies can only be used for courses in the same term that they are earned. If you had extra that were not used last term, they cannot be applied to current term courses

Studies can only be assigned to one course (that is, you cannot split a study between 2 courses)

At least 25% of your courses must be from Remote Access (over video conferencing software) or, should the situation permit, In Person (*As of right now, there are no options for in person studies, however should this change, they would count the same as Remote Access*)

Mass Testing

Mass testing is a collection of surveys administered together to create a database tool that researchers are able to use to preselect participants who qualify for certain studies or use for statistical purposes within the database.

Mass Testing requires that you have completed PreScreen to be eligible, however it is not required. It is posted for the first 8 weeks of classes and will be available until Nov 1st, 2021 with sessions ending weekly on Mondays at 10am. (See Mass Testing Survey for Details)

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Department of Psychology Research Experiences Group

Studies My Schedule/Credits FAQ My Profile Logout

Test Tester (Participant)

All studies with available timeslots are listed below. If you don't see any studies now, check back later and often because new studies and timeslots are posted throughout the day.

- Prescreen Questionnaire and Mass Testing Survey are offered every term and you need to re-take them every term. We can't use last term's responses for this term's studies.
- Mass Testing Survey should be in the list and if you haven't done its pre-requisite (the Prescreen Questionnaire) and the Mass Testing Survey yet you SHOULD DO THOSE FIRST, RIGHT AWAY before signing up for any other studies. If you previously declined to do Prescreen you can still do it. Go to your [MyProfile] page and select [Take Prescreen]

Our Policy about Failure to Appear for Studies and Denial of Access to Sona

"Failure to Appear" for 3 studies results in denial of access to any more studies so be sure to select your timeslots carefully. Don't sign up unless you are sure you are available at that time and that you have enough time to do the study.

Currently Viewing: All Studies

View studies with available timeslots on: Friday, August 8, 2014 GO



Available?	Study Information	Eligibility
	Mass Testing Survey 514 (1 Credit)(Online Study) NOTE: TIMESLOTS ARE POSTED WEEKLY AND ARE AVAILABLE UNTIL JUNE 27, 2014	Psych 101, 101-online, 207-online, 211-online, 236, 257, 261, 306, 335, 338, 339, 353, 354R, and 398
	Rating Words (Online) (5 Dollars) This 15-minute in-lab study explores how people classify and rate individual words in terms of how relevant they are to concepts, and in the context of various scenarios.	Eligible courses: PSYCH 101 section 1, 236, 257, 261, 306, 335, 338, 339, 398 Prior study restrictions
	Individual Cognition (0.5 Credits) This in-lab study is designed to better understand the relationship between cognition and performance in two verbal exercises.	Eligible courses: Psych 101, 236, 257, 261, 306, 335, 338, 339, 353, 398 Prior study restrictions

Email questions to the REG Coordinator at regadmin@uwaterloo.ca
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Sona Systems Inc. 11-09 AM

To sign up for a study or survey, such as the Mass Testing Survey, click the “Studies” tab on your “My Profile” page. A list of available studies will be presented. If you do not see a study, you are looking for, it may be that you do not qualify for that study.

By clicking on the study title, you will be presented with an information page that provides a brief description of the study details (See next page)

The information page may also provide some details of preparation that is required. For example that you have Zoom installed on your computer, or that you cannot complete the study on a mobile device. If you fail to follow the preparations required, you cannot be run in the study and will not receive your credit. Please read the study expectations carefully and ensure that you are prepared to meet the expectations and time constraints.

Study Name	Mass Testing Survey Fall 2020
Study Type	 Online Study This study is an online study on another website. To participate, sign up, and then you will be given access to the website to participate in the study.
Credits	1 Credits
Duration	60 minutes
Abstract	NOTE: TIMESLOTS ARE POSTED WEEKLY AND THE SURVEY WILL BE AVAILABLE UNTIL OCTOBER 26th
Description	<p>To participate:</p> <ul style="list-style-type: none"> • sign up in a timeslot • NEW note the FIRST weekly timeslot “DEADLINE” will be Monday, September 14th, 2020 at 10 am • meaning you must start and complete the survey BEFORE MONDAY, September 14th, 2020 at 10 am <p>In this online survey you will be asked to complete a series of psychological measures/scales.</p> <p>You may have completed this survey before in a previous term, however, we ask that you complete it again this term. We have added many new scales this term, and we need your current updated responses to our existing scales. THE MASS TESTING SURVEY IS NOT MANDATORY, however, completion of the survey will provide more participation opportunities.</p> <p>The entire survey should take no longer than 60 minutes and in appreciation of your time you will receive 1 participation credit immediately upon submission.</p> <p>Your responses and scores on this survey are used for participant selection or analysis of many studies so completing this online study may increase the number of studies available to you.</p> <p>You will be completing the survey by an online survey operated by Qualtrics™. When information is transmitted over the internet privacy cannot be guaranteed. There is always a risk your responses may be intercepted by a third party (e.g., government agencies, hackers). Qualtrics™ temporarily collects your computer IP address to avoid duplicate responses in the dataset but we will not retain this information. All of your responses to these scales will be stored on a secure server in the PAS building to which only authorized researchers have access. If you prefer not to submit your survey responses through this host, please do not sign up for this study.</p> <p>This survey has been reviewed and received ethical clearance through a University of Waterloo Research Ethics Committee. However, the final decision about participation is yours.</p> <p>You may start the survey, take a break then come back to it later, if you wish, but be sure to submit the survey before the weekly deadline. If you can, try to complete the survey in one session. Please try to have private, uninterrupted time available with no distractions before starting the survey.</p> <p>Those participants who appear to have not completed the survey carefully (by completing the survey in a time far below the expected average time for completion) may be asked to retake the survey so that their data can be used for selection into other studies. If you were unable to complete the survey before the weekly deadline you may receive a prorated credit (e.g., .25 credits for each one quarter portion of the survey completed) or may be asked to redo the survey so that they can be invited to participate in future studies.</p> <p>Please note that a study sign-up is a firm commitment to the researcher running the study so select timeslots carefully and if you cannot complete the online survey before the specified deadline, please cancel the Sign-Up or contact the researcher in advance. Failure to appear for too many studies without providing adequate prior notice to the researcher may result in denial of access to further studies. Details are provided on the FAQ page on your Sona account.</p>
Eligibility Requirements	Please note that a study sign-up is a firm commitment to the researcher running the study so select timeslots carefully and if you cannot complete the online survey before the specified deadline, please cancel the Sign-Up or contact the researcher in advance. Failure to appear for too many studies without providing adequate prior notice to the researcher may result in denial of access to further studies. Details are provided on the FAQ page on your Sona account. Psych 101, 101-online, 207-online, 211-online, 236, 257, 261, 306, 335, 338, 339, 353, 354R, and 398
Website	You may not view the website until you sign up for this study.
Researcher	REG 1 Researcher 
Principal Investigator	REG 1 Principal Investigator
	View Time Slots for This Study

Mass Testing Survey information page

Information page displayed for all study types.

Mass Testing is an online type of study

Click here to view timeslots



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Department of Psychology Research Experiences Group

Studies My Schedule/Credits FAQ My Profile Logout

Test Tester (Participant)

Timeslots for Study

NOTE: This is an online study. Sign up below, and then participate on the study website at any time before the participation deadline that is listed.

Participation Deadline	Sign Up?
Friday, August 8, 2014 10:00 AM	Sign Up

Click "Sign Up"


When you see a timeslot that works for your schedule, click the 'Sign Up' button and the system will add you to that the timeslot.

Types of Studies

There are three types of studies available within SONA

1. In Lab. There are currently on hold and not available. As medical advice develops, opportunities may arise. Please be sure to note this including Time and Location if one is available along with any particular precautions or preparations needed
2. Remote Monitored. This is the same as above but over videoconferencing software. You will need to set a time and ensure you have the necessary software
3. Online. These have a complete before date. You can take these and complete anytime up to the closing date.

Mass Testing Survey is valued at 1 online credit

Study Name	Mass Testing Survey Fall 2020
Study Type	 Online Study This study is an online study on another website. To participate, sign up, and then you will be given access to the website to participate in the study.
Credits	1 Credits
Duration	60 minutes
Abstract	NOTE: TIMESLOTS ARE POSTED WEEKLY AND THE SURVEY WILL BE AVAILABLE UNTIL OCTOBER 26th
Description	<p>To participate:</p> <ul style="list-style-type: none">• sign up in a timeslot• NEW note the FIRST weekly timeslot “DEADLINE” will be Monday, September 14th, 2020 at 10 am• meaning you must start and complete the survey BEFORE MONDAY, September 14th, 2020 at 10 am <p>In this online survey you will be asked to complete a series of psychological measures/scales.</p> <p>You may have completed this survey before in a previous term, however, we ask that you complete it again this term. We have added many new scales this term and we need your current updated responses to our existing scales. THE MASS TESTING SURVEY IS NOT MANDATORY, however, completion of the survey will provide more participation opportunities.</p> <p>The entire survey should take no longer than 60 minutes and in appreciation of your time you will receive 1 participation credit immediately upon submission.</p> <p>Your responses and scores on this survey are used for participant selection or analysis of many studies so completing this online study may increase the number of studies available to you.</p> <p>You will be completing the survey by an online survey operated by Qualtrics™. When information is transmitted over the internet privacy cannot be guaranteed. There is always a risk your responses may be intercepted by a third party (e.g., government agencies, hackers). Qualtrics™ temporarily collects your computer IP address to avoid duplicate responses in the dataset but we will not retain this information. All of your responses to these scales will be stored on a secure server in the PAS building to which only authorized researchers have access. If you prefer not to submit your survey responses through this host, please do not sign up for this study.</p> <p>This survey has been reviewed and received ethical clearance through a University of Waterloo Research Ethics Committee. However, the final decision about participation is yours.</p> <p>You may start the survey, take a break then come back to it later, if you wish, but be sure to submit the survey before the weekly deadline. If you can, try to complete the survey in one session. Please try to have private, uninterrupted time available with no distractions before starting the survey.</p> <p>Those participants who appear to have not completed the survey carefully (completing the survey in a time far below the expected average time for completion) may be asked to retake the survey so that their data can be used for selection into other studies. If you were unable to complete the survey before the weekly deadline you may receive a prorated credit (e.g., .25 credits for each of a quarter portion of the survey completed) or may be asked to redo the survey so that they can be invited to participate in future studies.</p> <p>Please note that a study sign-up is an implicit commitment to the researcher running the study so select timeslots carefully and if you cannot complete the online survey before the specified deadline, please cancel the Sign-Up or contact the researcher in advance. Failure to appear for too many studies without providing adequate prior notice to the researcher may result in denial of access to further studies. Details are provided on the FAQ page on your Sona account.</p>
Website	View Study Website
Researcher	REG 1 Researcher

You are now signed up for the study timeslot.

If you have signed up for an online study/survey, you can complete the survey now or come back later.

Make sure you have a secure internet connection and adequate time before beginning an online study. Otherwise, your data may not be retrievable should the connection be lost, or time runs out.

If you signed up but didn't start the survey right away you can return at a later time by going to your "My Schedule/Credits" page and clicking on the study title.

Overall Credits Requirements

appear for Studies and Denial of Access to Sona

Study Sign-up

NOTE: Researchers know you by your identity code, which is 256051, so please use that when corresponding with them.

Study	Time	Location	Credit Status	Course	Comments	Cancel
Mass Testing Survey 514 Study Type: Online Study Credits: 1 Credits	August 8, 2014 10:00 AM	Online	Awaiting action from researcher	Psych 101 Section 1		X

You may cancel a study sign-up until 9:00 PM on the day before the study is scheduled to occur.

Credits Earned Per Course

Course	Credits Earned

IMPORTANT:
 If you try to sign up again the Sona system will tell you that you do not qualify.

Once you are on the study information page click the "View Study Website" to get to the online study.

Study Name: **Mass Testing Survey Fall 2020**

Study Type: Online Study
 This study is an online study on another website. To participate, sign up, and then you will be given access to the website to participate in the study.

Credits: 1 Credits

Duration: 60 minutes

Abstract: **NOTE: TIMESLOTS ARE POSTED WEEKLY AND THE SURVEY WILL BE AVAILABLE UNTIL OCTOBER 26th**

Description:

To participate:

- sign up in a timeslot
- NEW note the FIRST weekly timeslot "DEADLINE" will be Monday, September 14th, 2020 at 10 am
- meaning you must start and complete the survey BEFORE MONDAY, September 14th, 2020 at 10 am

In this online survey you will be asked to complete a series of psychological measures/scales.

You may have completed this survey before in a previous term, however, we ask that you complete it again this term. We have added many new scales this term, and we need your current updated responses to our existing scales. THE MASS TESTING SURVEY IS NOT MANDATORY, however, completion of the survey will provide more participation opportunities.

The entire survey should take no longer than 60 minutes and in appreciation of your time you will receive 1 participation credit immediately upon submission.

Your responses and scores on this survey are used for participant selection or analysis of many studies so completing this online study may increase the number of studies available to you.

You will be completing the survey by an online survey operated by Qualtrics™. When information is transmitted over the internet privacy cannot be guaranteed. There is always a risk your responses may be intercepted by a third party (e.g. government agencies, hackers). Qualtrics™ temporarily collects your computer IP address to avoid duplicate responses in the dataset but we will not retain this information. All of your responses to these scales will be stored on a secure server in the PAS building to which only authorized researchers have access. If you prefer not to submit your survey responses through this host, please do not sign up for this study.

This survey has been reviewed and received ethical clearance through a University of Waterloo Research Ethics Committee. However, the final decision about participation is yours.

You may start the survey, take a break then come back to it later, if you wish, but be sure to submit the survey before the weekly deadline. If you can, try to complete the survey in one session. Please try to have private, uninterrupted time available with no distractions before starting the survey.

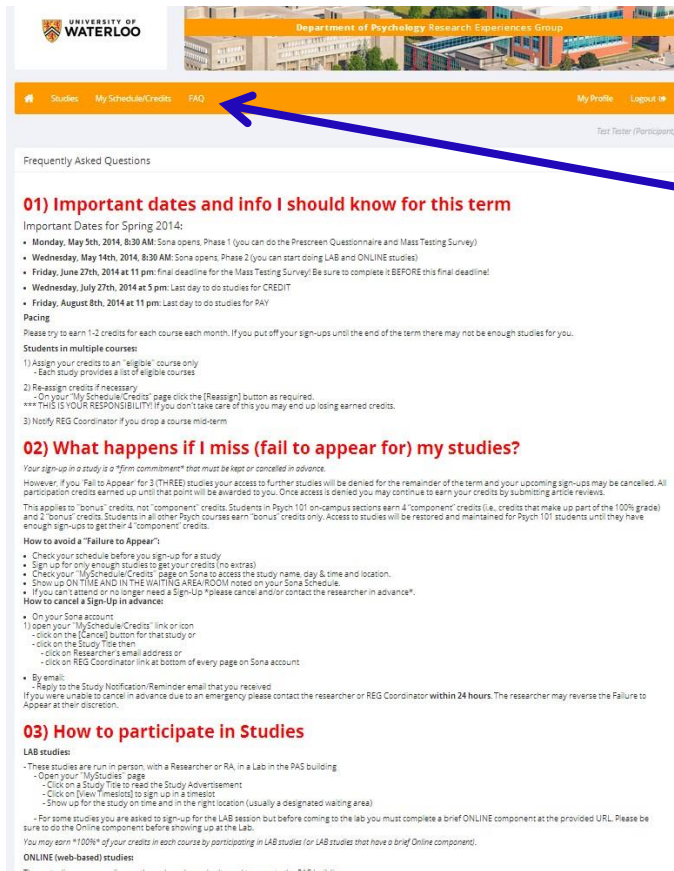
Those participants who appear to have not completed the survey carefully (by completing the survey in a time far below the expected average time for completion) may be asked to retake the survey so that their data can be used for selection into other studies. If you were unable to complete the survey before the weekly deadline you may receive a prorated credit (e.g. .25 credits for each one quarter portion of the survey completed) or may be asked to redo the survey so that they can be invited to participate in future studies.

Please note that a study sign-up is a firm commitment to the researcher running the study so select timeslots carefully and if you cannot complete the online survey before the specified deadline, please cancel the Sign-Up or contact the researcher in advance. Failure to appear for too many studies without providing adequate prior notice to the researcher may result in denial of access to further studies. Details are provided on the FAQ page on your Sona account.

View Study Website

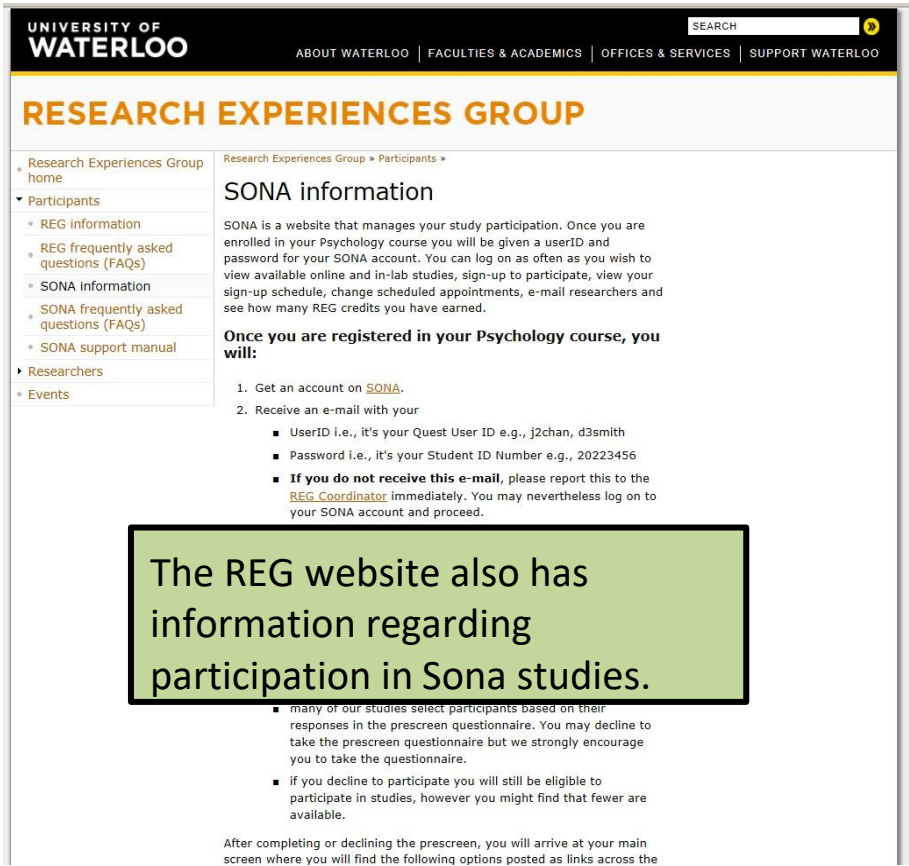
Researcher: REG 1 Researcher

FAQ



The screenshot shows the website's navigation bar with 'FAQ' highlighted. A blue arrow points from the text box on the right to the 'FAQ' link. The main content area displays 'Frequently Asked Questions' with the first question: '01) Important dates and info I should know for this term'. Below this, it lists important dates for Spring 2014, including sign-up times for Phase 1 and Phase 2, and a final deadline for the Mass Testing Survey. It also includes a 'Pacing' section and instructions for students in multiple courses.

If you have a question please check here first. You may find your answer. If not, email the REG Coordinator at regadmin@uwaterloo.ca



The screenshot shows the 'SONA information' section of the website. It includes a navigation menu on the left with options like 'Participants', 'REG frequently asked questions (FAQs)', and 'SONA information'. The main content area explains that Sona is a website for managing study participation, providing user IDs and passwords. It lists steps for getting an account and receiving an email, and includes a note about declining participation.

The REG website also has information regarding participation in Sona studies.

- many of our studies select participants based on their responses in the prescreen questionnaire. You may decline to take the prescreen questionnaire but we strongly encourage you to take the questionnaire.
- if you decline to participate you will still be eligible to participate in studies, however you might find that fewer are available.

After completing or declining the prescreen, you will arrive at your main screen where you will find the following options posted as links across the



<https://uwaterloo.ca/research-experiences-group/participants/sona-information>

Alternative Assignments.

Don't want to participate in research studies?

1. You do have the option to submit an alternative assignment such as an article review. This will be outlined in your course syllabus.
2. Please check with your course instructor or TA to determine what is involved and deadlines. Each article would be the equivalent of one-half credit.

Can't Make a Scheduled Timeslot?



PERHAPS YOU ARE SICK, OR HAVE AN EXAM?



We realize that sometimes things happen, and you cannot make a scheduled timeslot. Please let the Researcher know as soon as possible, even if it is after the scheduled timeslot.

If you do not contact the Researcher prior to the appointment, you will be granted an 'Unexcused no show'. If you provide a valid reason why you were unable to attend the scheduled timeslot, the Researcher may change the status to "Excused No Show". Once you have received 3 "Unexcused No Shows", Sona locks you out of the system.

Final Questions

If you have any questions or concerns please contact the REG Coordinator as soon as possible (regadmin@uwaterloo.ca)

Remember to provide your enrolled name and Sona ID.

If you are not going to make a scheduled timeslot, then please let the researcher know as soon as possible.

Sona Log In



Daev

David McLean, BA
Research Experience and Ethics Administrator
Department of Psychology
University of Waterloo
ORCID: <https://orcid.org/0000-0003-4345-5083>
200 University Ave. W., Waterloo, Ontario N2L 3G1
PAS 3006 Ext. 42690
david.mclean@uwaterloo.ca
regadmin@uwaterloo.ca

