

Policies & Procedures — Research Subjects

The following departmental policies apply to experimenters regarding Research Subjects. Information for students regarding the [Psychology Research Participation can be found at this link](#).

Office of Research Forms & Information

- [The University's policies regarding Research participants can be found at this link](#)

Research participation pool Online Experiment Scheduling System

Experimenters wishing to use the Psych 1/Psych 7 Research participation pool shall use the Sona web page. If you have an approved Research participants Protocol and have requested hours for research participation pool use, you will be emailed your with User ID and Password at the beginning of the quarter. If you do not receive an email from Sona with your login information, you may contact the Research participation pool Coordinator.

Once you have received your User ID, you can access the Psychological & Brain Sciences Research Participation SignUp page at:

<http://ucsb.sonasystems.com>

Instructor and experimenter documentation can be found at this link:

<http://www.psych.ucsb.edu/department/subpool/subpool.php>

Additionally, once you have logged into the system, you will have access to the FAQ section.

Paid Subject SignUps

Experimenters wishing to run paid experiments must have an active Research participants Protocol on file with the department. Please contact the Financial Coordinator, regarding the policies on payment and reimbursement to participants and experimenters. In general, experimenters should request a cash advance in order to pay participants. Once you have been informed of the policies and procedures, you may use the yellow subject payment receipts that are located in the Psych & Brain Sciences main office.

For your information, the following procedural changes have been reviewed and approved by the Executive Committee. These procedures have been implemented in order to maintain a higher level of privacy of participant information (particularly with respect to the listing of phone numbers). Below is a summary of the procedures:

- Information for paid experiments may be posted on the Psychology bulletin boards, campus Kiosks,

advertised via email, or run in newspaper ads, etc.

- The actual signups must be done through Sona or via email to insure the confidentiality of participants

Questions

Questions regarding the Psychological & Brian Sciences department's Human Research participation pool should be directed to the Research participation pool Coordinator wwwsubpool@psych.ucsb.edu