

Thank you for your interest in joining the Political Science Research Pool. Your participation is critical to the production of high-quality research generated by the faculty and graduate students in the Department of Political Science. This pamphlet is designed to explain what the Political Science Research Pool is, how it works, and walk you through the process of signing up as a member of the Political Science Research Pool so that you can earn extra credit for one of the courses for which you are currently enrolled!

As a member of the Political Science Research Pool you will be eligible to earn up to 3 percentage points worth of extra-credit toward your **Final Grade** in your Political Science course this semester! The way it works is very straight-forward: the surveys and experiments that appear on the research pool website take some amount of time to complete (usually between 30 minutes and 1hr) and for every hour of research you participate in you will receive 1 percentage point worth of extra credit (and this is pro-rated, so if a study takes 30 minutes it is worth .5 percentage points; if it is 2 hours you will earn 2 percentage points, and so on)<sup>1</sup>.

Some of you may have participated in a similar research pools, or are doing so this semester, administered by the Departments of Psychology or Economics. All of us maintain our own research pools so keep in mind that you will have to create separate accounts for each of your courses.

Let's get started.

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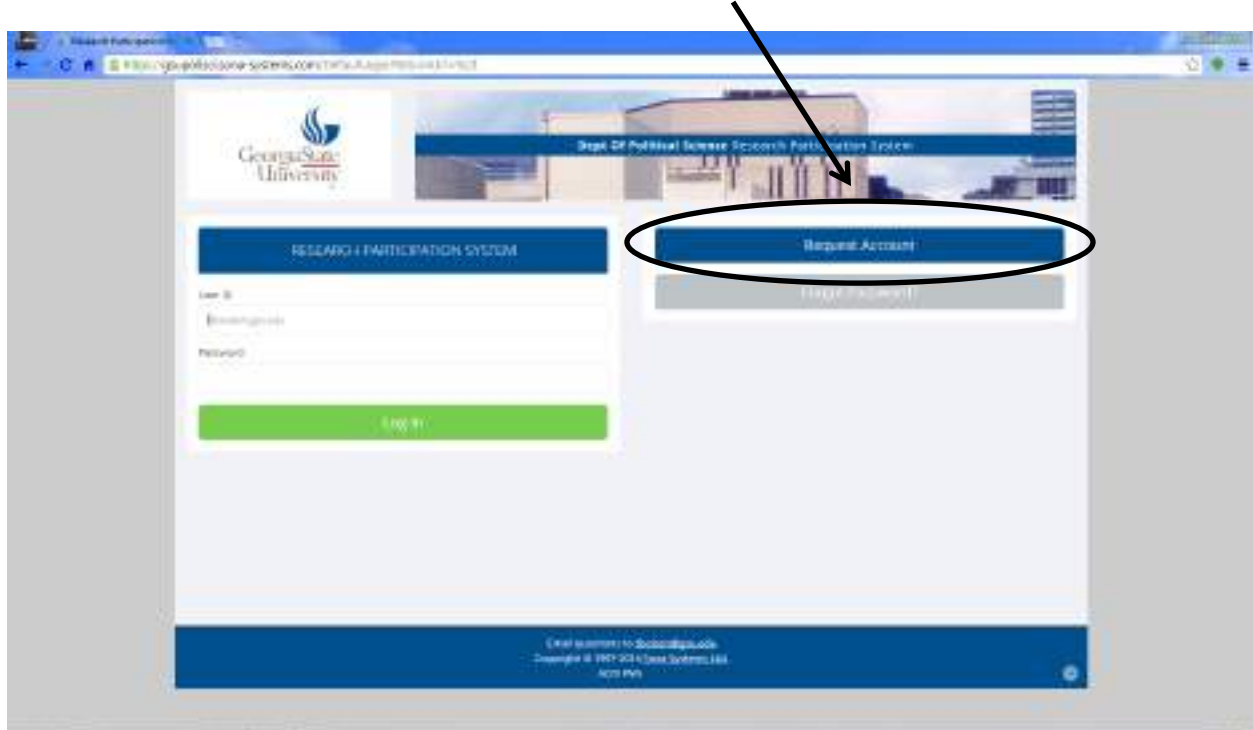
<sup>1</sup> Studies have been pretested to determine the amount of time they take to complete. Spending 2 hours filling out a 30-minute survey will **not** earn you 2% points of extra-credit.

## Signing up for the Research Pool

The fastest way to sign-up is to click on the link below:

<https://gsupolisci.sona-systems.com/>

This link will bring you directly to the Department of Political Science Research Participation System. To begin, click on the button that says “Request Account”



You will then be asked to fill out some basic information that will be used to track your participation so you can be awarded any extra-credit you earn for your efforts.

You will want to complete the registration process before the **October 15, 2020** deadline. After this date you will no longer be able to register with the Political Science Research Pool and not only will you miss out on this amazing extra credit opportunity, but you will also miss out on the opportunity to do your part in helping our political scientists generate important research.

\*\*\*IMPORTANT\*\*\*

It is absolutely vital that the information you enter is correct. With over 1200 students signed up at any given time it is easy for a misspelling, or the selection of an incorrect instructor/section, to delay or even prevent, your extra-credit from being awarded. Many instructors teach several sections of the same course so make doubly sure that you have selected the class in which you are enrolled. We have listed the CRNs for each class to help you here.

You must enter a User ID that maps to your valid @gsu.edu email address. It is not necessary to type in @gsu.edu when entering your User ID.



Your login information will be emailed to you as soon as you request the account, so you may login immediately. You will need to check your email for specific login instructions. If you have junk mail (spam) filters configured for your email, please configure the filters to accept email from gspolisci-admin@sona-systems.net, as emails from the system will often be sent from that address.

To protect your privacy, you will only be identified to researchers with a unique numeric code that the system will assign, not by your name. This form should only be used by participants. Researchers – i.e., instructors, graduate students, or other faculty within the Political Science department who are putting the surveys on Sona will have their accounts created for them automatically.

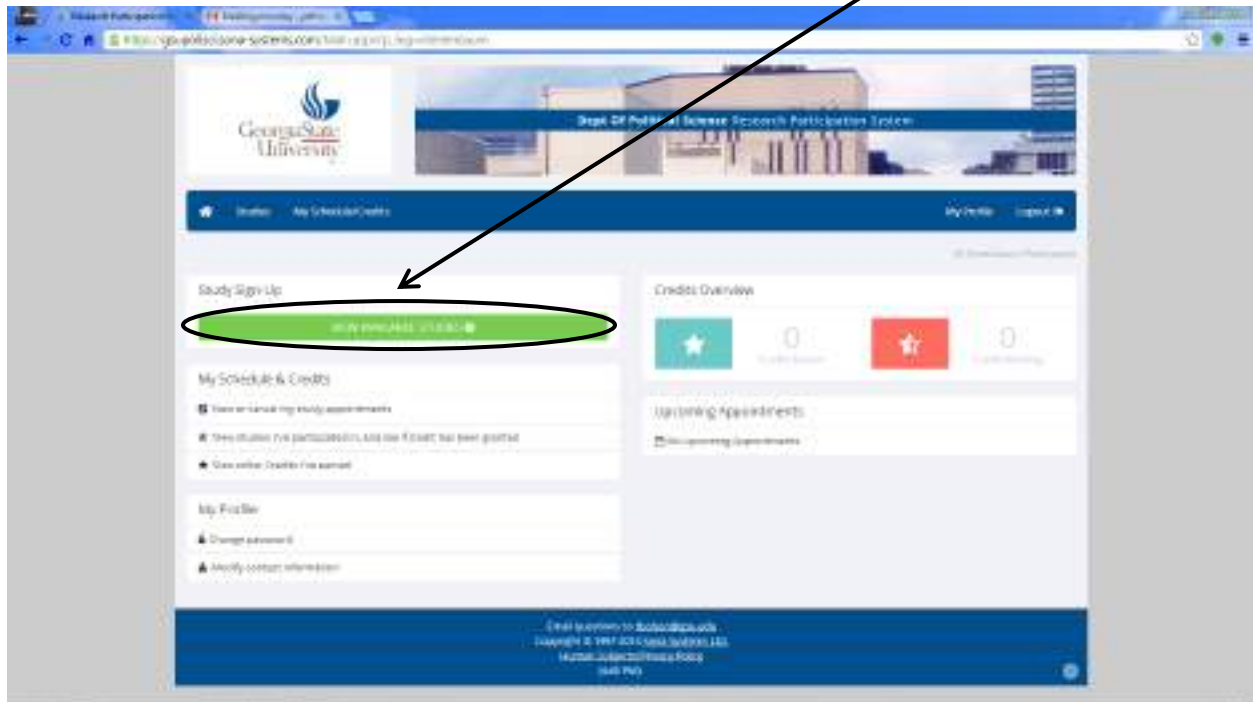
If you encounter any problems here, or at any other stage in the registration process, please feel free to contact Toby Bolsen (tbolsen@gsu.edu). Dr. Bolsen is the Director for the Political Science Research Pool and will respond to you as quickly as possible.

Once you have received the email containing your login information you can access the Research Participation system and begin signing up to participate and earn that extra-credit.

## Study Sign-up

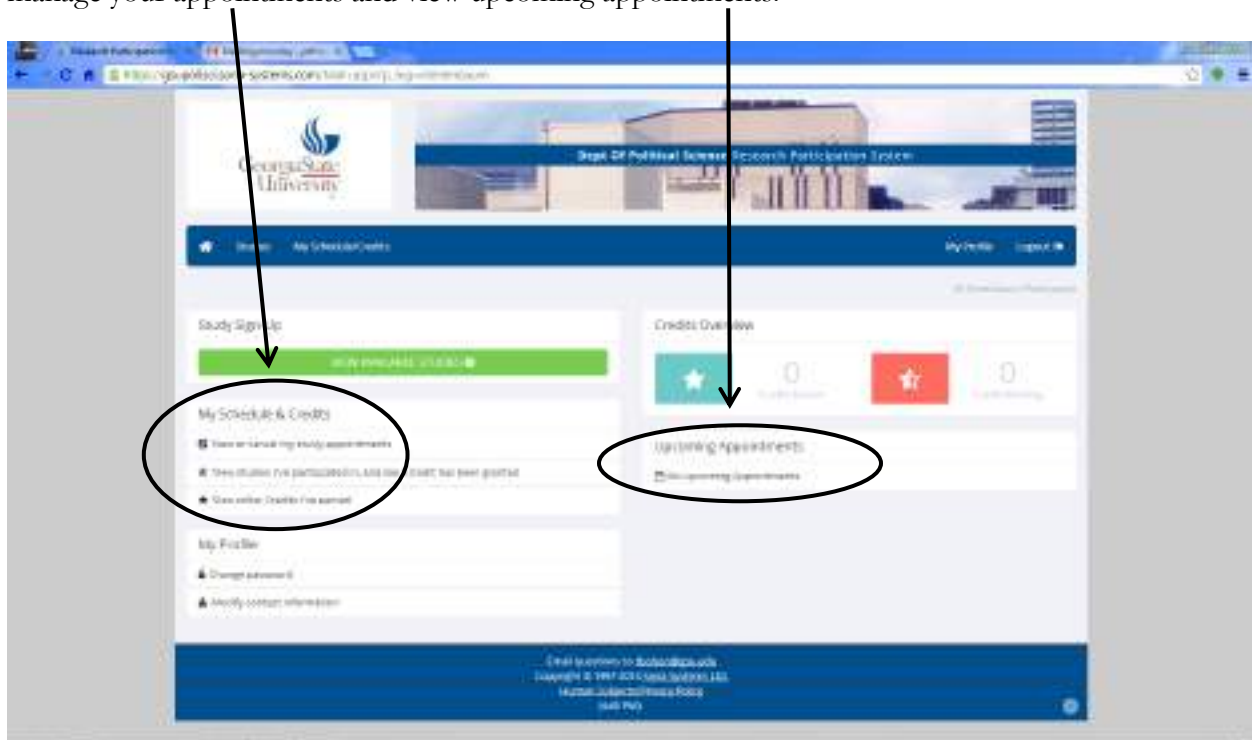
The Research Participation System has been recently redesigned to be as self-explanatory as possible. Nevertheless, let's take a look:

To view all studies that are available for sign-up click on the “View Available Studies” button.



When you first sign-up there may not be any studies available. Don't panic. Studies will be added throughout the semester and you will periodically receive emails to notify you when new studies are posted. The available studies page will provide you with all of the information that you will need to participate: how much time the study takes to complete, if you will be required to report to a computer lab or other on-campus location, available time-slots for participation, as well as some information about what the study is about.

Political Science research takes many forms. More and more, political scientists are employing experimental research and, if you sign-up for such a study, you may be required to report to a computer lab or other on campus location. When this is the case participants will typically have to sign-up for a specific time-slot in which they will participate. The new Research Participation System will help you manage your appointments and view upcoming appointments.



It is important that you report to your scheduled appointments on time. If you will be unable to make your appointment you will need to notify the researcher or reschedule your appointment at least 48 hours in advance. Failure to do so may result in your disqualification from participating in that study or prevent the allocation of your extra-credit.

And that is about it. Remember, you can earn up to 3 percentage points of extra-credit for your participation...so you should participate in as many studies as you can. **And sign-up early.** Some of the research posted will have a limited number of available spots and all participation is awarded on a first-come-first-serve basis. If, for example, a posted study states that it is only recruiting 100 participants it will only take the first 100 participants that sign-up. With over 1200 participants in the system this is a common occurrence.