**SONA Subject Pool Application**

***Please type answers into the boxes next to each item***

Study title: Click here to enter text.

Faculty name: Click here to enter text.

Researcher name(s) and e-mail(s): Click here to enter text.

Has your study been approved by the IRB? Or N/A: Click here to enter text.

What is your IRB protocol number? Or N/A: Click here to enter text.

Please carefully read the descriptions and choose **(highlight)** your preferred study type:

1. **Standard Study**: **(All in-person studies)** A study that is scheduled to take place at a specific time or over videoconference.
   1. **Will this study have one or multiple parts?** Click here to enter text.
2. **Online External Study**: An online study located on another website like Qualtrics, SurveyMonkey, or any other website. **(must include the studies URL in the SONA application)**. The URL **will** be visible to participants.
   1. **Will this study have one or multiple parts?** Click here to enter text.
3. **Online Internal Survey Study:** An online survey study where the questions are set up in the SONA system.

***Note that studies incorrectly marked as “Online” must be deleted in order to change the study type. Please choose carefully.***

Number of credits assigned (1 per 30 minutes): Click here to enter text.

How long will the study take (nearest half-hour)? Click here to enter text.

Do you have a SONA Researcher ID? Click here to enter text.

Is this a PSY385 study? Click here to enter text.

Study URL (if online): Paste URL here or leave blank

Please copy and paste this application into an e-mail or add it as an attachment to the Subject Pool Coordinator at [psypool@cmich.edu](mailto:psypool@cmich.edu).

While you are waiting for the Subject Pool Administrator to respond with a researcher ID and a confirmation e-mail letting you know your study has been posted, you should reserve rooms to conduct your research in. Rooms can be reserved in Sloan Hall by contacting the Psychology main office by phone at 989-774-3001 or feel free to stop into Sloan 101, and a staff member can help you reserve your room. **The Subject Pool Coordinator cannot help you reserve rooms.** If your study is online, please make sure you indicate that in the application.

Once the Subject Pool Coordinator has posted the study, you can create timeslots and activate your study so that it is viewable by participants. To activate your study, go to “Change Study Information’ and next to “Active Study?” mark “Yes.”

Once the researchers have completed their research, please e-mail [psypool@cmich.edu](mailto:psypool@cmich.edu) and let the Subject Pool Coordinator know so that they can delete the study.

By typing your complete full name and date in the boxes below, you are indicating that all the above responses are correct.

Full Name: Click here to enter text.

Date:Click here to enter text.