Subject Pool Signup Instructions

All information regarding research participation is located on the Psychology Department research participation website: <u>https://www.umsl.edu/psychology/current-students/psych-research.html</u>

Sona-Systems is now using the UMSL SSOID process for logging in.

If you previously have had a Sona account:

- 1. Go to <u>https://umsl.sona-systems.com/</u>
- 2. On the left hand side, click the UMSL ID Login. Login with your standard UMSL username and password you use for everything else on campus. The system will match you up with your previous account.
- 3. Click on all of the courses in which you are enrolled for the semester. Please make sure that you choose the proper sections of your courses, otherwise your credit may not be awarded or go to the wrong course. Your list of selected courses will be displayed on the right side of the page.

If you have not used Sona-systems before:

- 1. Go to <u>https://umsl.sona-systems.com/</u>
- 2. On the left hand side, click the UMSL ID Login. You *do not* need to click request account. Login with your standard UMSL username and password you use for everything else on campus.
- 3. A screen will then pop up with your account information, including your name and email address. Click on all of the courses in which you are enrolled for the semester. Please make sure that you choose the proper sections of your courses, otherwise your credit may not be awarded or go to the wrong course. Your list of selected courses will be displayed on the right side of the page.
- 4. Click "Request Account."
- 5. You will then be taken back to the home page, and an email confirmation will be sent to you.
- 6. You can now login to the system.

For all students:

- 7. Once you login to the system, you will be asked to complete a short series of pre-screen questions. Based on your responses to these questions, you may be eligible for additional studies that otherwise might not be listed. You will only need to complete this once per semester.
- 8. After completing the pre-screen (or opting out if you choose), you will be presented with a page where you can see the list of available studies. Click "View Available Studies", and you will see a list of studies. Click any of the links and follow the instructions for participation.

If you have any problems creating an account, contact the subject pool assistant: psyc_spa@umsl.edu. Also please note that participant accounts are cleared during periods of inactivity. If you have not logged in to Sona-Systems in the past 3 years you must create a new account before you can log in again. A Sona Mobile app is also available for Android and iphone users though the Google Play/Apple app stores.

Research Alternatives

In compliance with APA ethical principles, you may choose to complete alternate assignments instead of participating in research studies. More information is available in Sona-Systems under the posting "Research Alternatives". Research alternatives must be completed and turned in by the closing date of the subject pool, specified below (or earlier if your instructor has an earlier deadline in their class).

Please note: The Subject Pool closes on Wednesday of the last week of classes (before finals) at 5:00pm.

You may not participate in studies or turn in any alternate assignments after this time. If your instructor has an earlier deadline for their class, you must adhere to their earlier date.