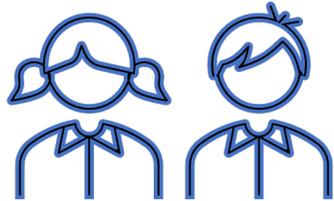


Aims of the Research Experience Program (REP)

1. **Pedagogical (a):** To provide MBB1/MBB2 students a first-hand understanding of empirical psychology research from the participant's perspective
2. **Pedagogical (b):** To provide postgraduate and fourth-year students with appropriate training in research ethics and management, by conducting research under the direct supervision of experienced academic researchers
3. **Research:** To provide staff and student researchers within the School an avenue for recruiting research participants

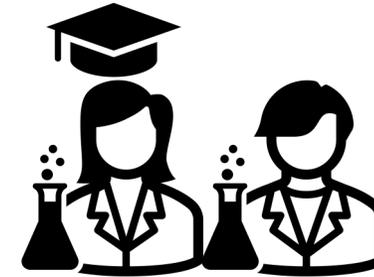
Research Experience Program



1st year students
($N \approx 2,000$)

Up to 5 hours per semester

$5 * 2,000 = 10,000$ REP hours



Researchers
($N \approx 200$)

MPsych + 4th Year: 80 hours

PhD + Staff: 100 hours

$200 * 80 = 16,000$ REP hours

REP usage stats

Year	Course	Total course enrolment	Number (%) in REP	REP credits earned
2020	MBB1 (PSYC10003)	1720	1505 (88%)	Median = 5 64% >= 5 hours
	MBB2 (PSYC10004)	1669	1449 (87%)	Median = 5 68% >= 5 hours
2021	MBB1 (PSYC10003)	2190	1751 (80%)	Median = 5 66% >= 5 hours
	MBB2 (PSYC10004)	1921	1576 (82%)	Median = 5 66% >= 5 hours

What you need to do

Step 1

Decide (with your supervisor) if you'll be using the REP for your research project **ASAP**

Ask yourself:

- pedagogical value?
- ethical?
- feasible?

Step 2

Design your study with REP recruitment in mind.

Tips:

- keep it simple
- make it interesting
- ensure study duration is commensurate with proposed REP credits

Step 3

Apply for ethics approval

Tips:

- clearly mention recruitment via REP
- under-18s can consent if appropriate and explicitly stated in ethics app

What you need to do

Step 4

Request an REP researcher account by emailing REP-psych@unimelb.edu.au

Include in your email:

- Subject: *request new researcher account*
- Body: full name; UoM username; email; supervisor name

Step 5

Log in to SONA Systems <https://unimelb.sona-systems.com/>

Tips:

- don't log in before your researcher account is created
- use your UoM credentials to login via SSO

Step 6

Create your REP study, add researchers/Pis, add timeslots, set your study to active

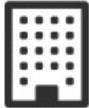
Tips:

- make it interesting!
- avoid in/exclusion criteria
- keep descriptions brief and simple

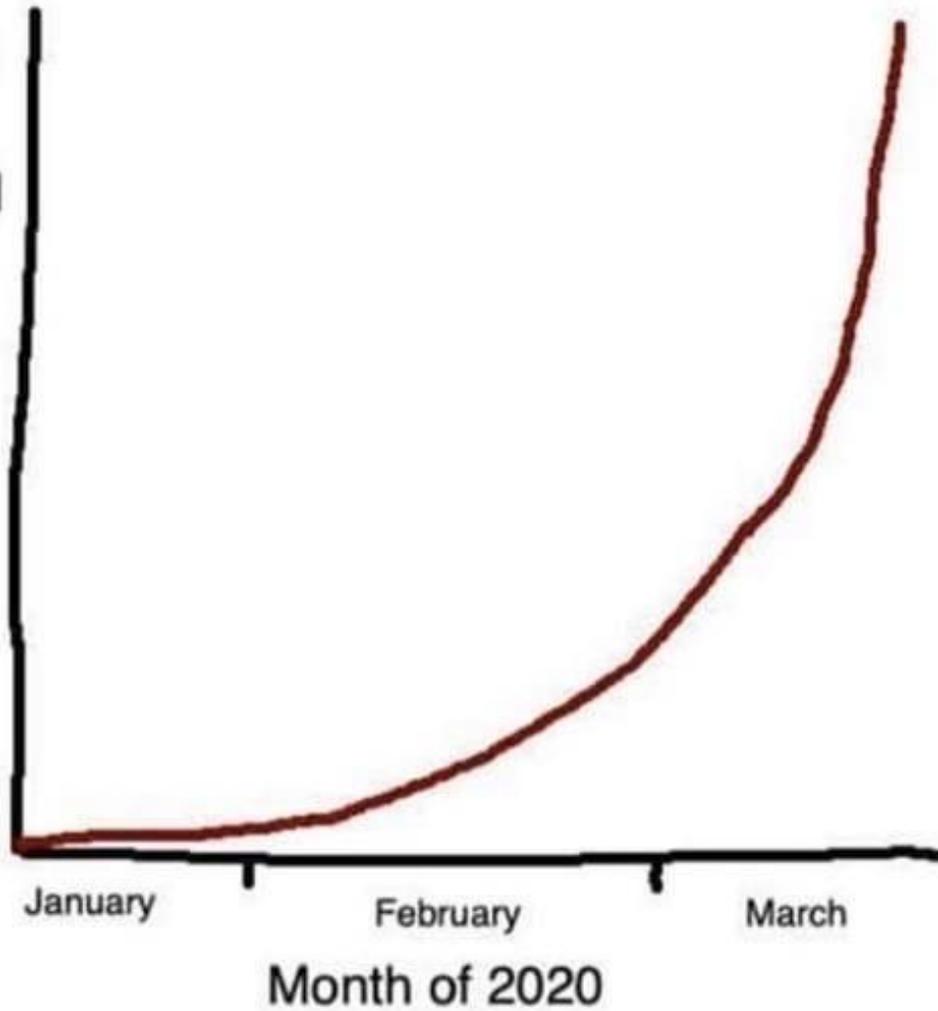
	SUB-OPTIMAL	BETTER
Study Name	A psychological research study on the indirect effects of status inequality on self-objectification processes	Sex sells in unequal societies
Brief Abstract	Research has shown female sexualisation to increase in highly unequal societies, where the effects of status anxiety appear greater. Unequal societies are more likely to breed greater levels of status anxiety as individuals become obsessed over class differentiation, social comparisons, and status competition.	Are people more likely to present themselves in sexualised ways in unequal contexts?
Description	According to status inequality process theory (Zhang et al., 2020; Jones et al., 2015; Brown et al., 2019; Azari et al., 2010), a number of candidate processes have been proposed to account for the indirect nonlinear effect of status anxiety on self-objectification. Controversy within the literature has ensued with Jones et al. (2015) proposing an a sequential bottom-up route while Azari et al. (2010) propose parallel top-down processes account for the mediation of...	Research has shown female sexualisation to increase in highly unequal societies, where the effects of status anxiety appear greater. Unequal societies are more likely to breed greater levels of status anxiety as individuals become obsessed over class differentiation, social comparisons, and status competition. This may incentivise people to adopt a range of self-objectifying strategies to elevate or maintain their status, such as beautification processes to enhance their physical beauty and sexual appeal. To better understand the conditions driving self-objectification and sexualisation...

What participants see

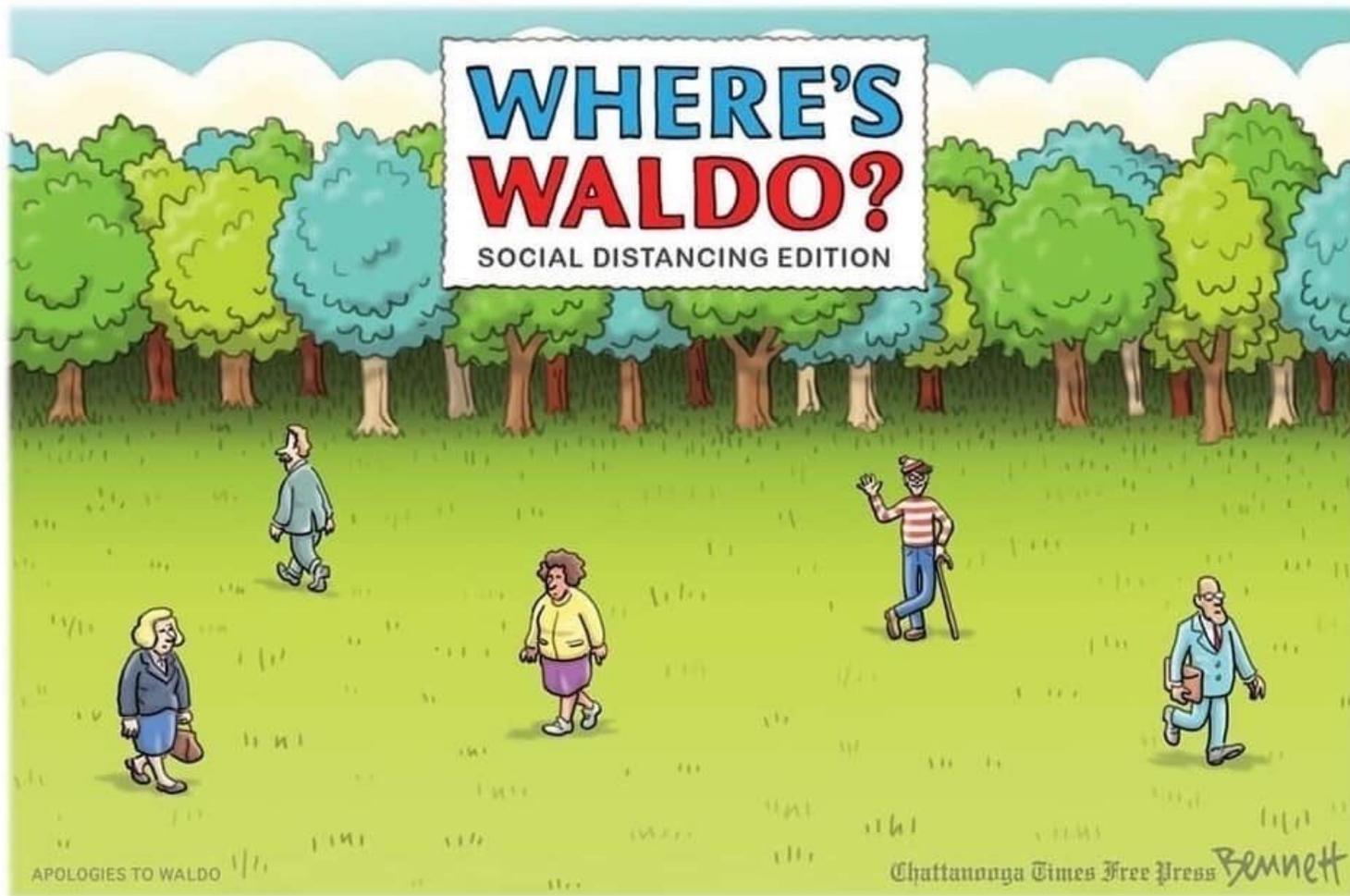
Sex sells in unequal societies (1 Credits) (Timeslots Available) Do people present themselves in more sexualised ways in more unequal contexts? Ethics ID Code: -999999999 (expires 1 January 2022)		<ul style="list-style-type: none">• Study Info• Timeslots
---	---	--

Study Name	Sex sells in unequal societies
Study Type	 Standard (lab) study This is a standard lab study. To participate, sign up, and go to the specified location at the chosen time.
Credits	1 Credits
Duration	60 minutes
Abstract	Do people present themselves in more sexualised ways in more unequal contexts?
Description	Research has shown female sexualisation to increase in highly unequal societies, where the effects of status anxiety appear greater. Status anxiety is defined as the pervasive worry that one cannot conform to societal ideals of success. Unequal societies are more likely to breed greater levels of status anxiety as individuals become obsessed over class differentiation, social comparisons, and status competition. This may incentivise people to adopt a range of self-objectifying strategies to elevate or maintain their status, such as beautification processes to enhance their physical beauty and sexual appeal. To better understand the conditions driving self-objectification and sexualisation, it is important to identify potential socio-economic drivers underpinning self-objectification for both males and females. That is the aim of the current study.
Researcher	Peter Koval   90355649
Principal Investigator	Peter Koval
Deadlines	Deadlines that occur on a Saturday or Sunday will be moved back to Friday Sign-Up: 1 hour(s) before the appointment Cancellation: 1 hour(s) before the appointment

Time spent
looking at
exponential
graphs



Remember
the COVID-19
pandemic?



It's not quite over yet,

So please consider running your REP study online

What you need to do

Step 7

Email REP-psych@unimelb.edu.au to request your new study to be activated

Mention:

- Name of your study
- How many REP hours each researcher is contributing

Step 8

Recruit participants and collect data

Tips:

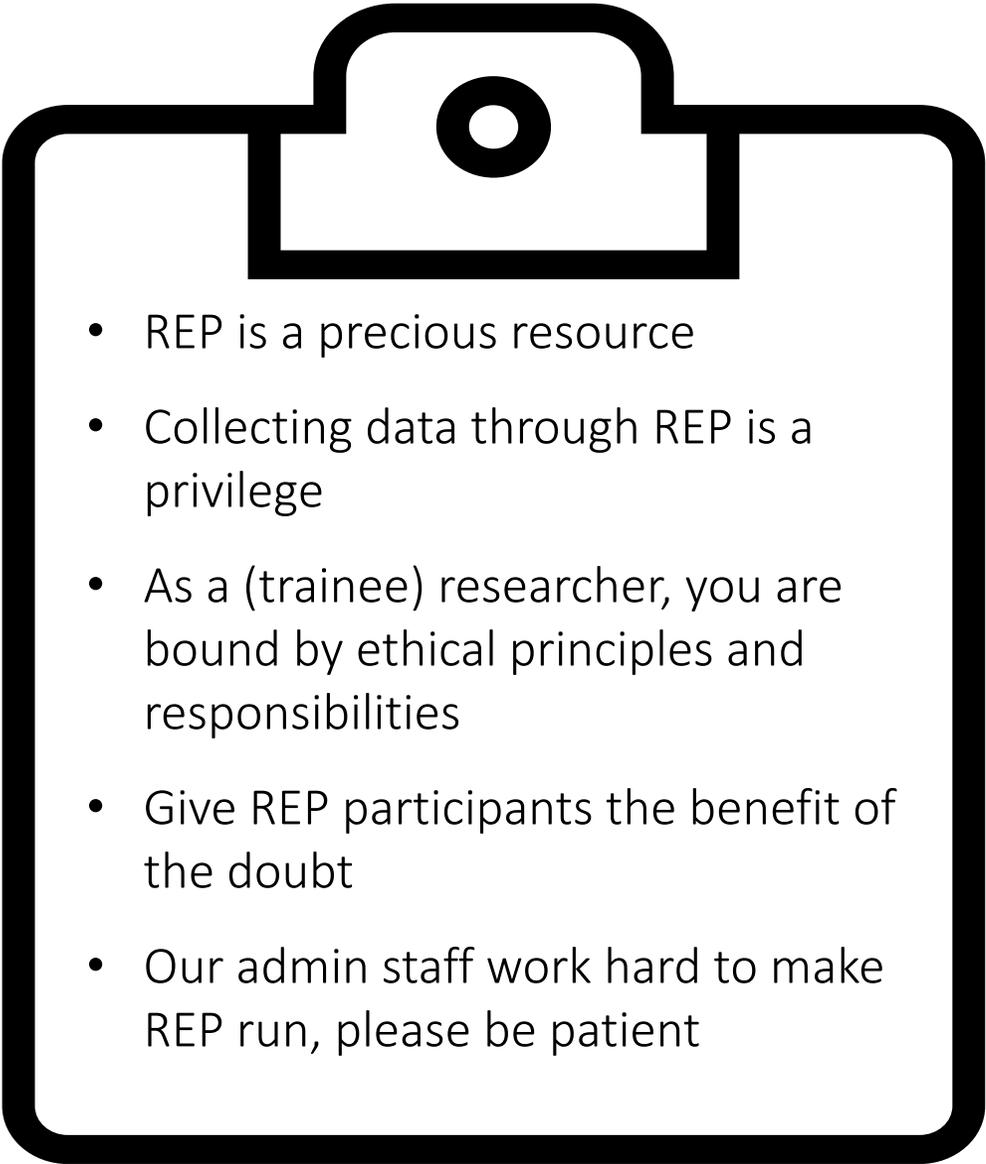
- check SONA systems regularly for new sign-ups
- communicate promptly and politely with participants
- assign REP credits quickly (< 48 hours)

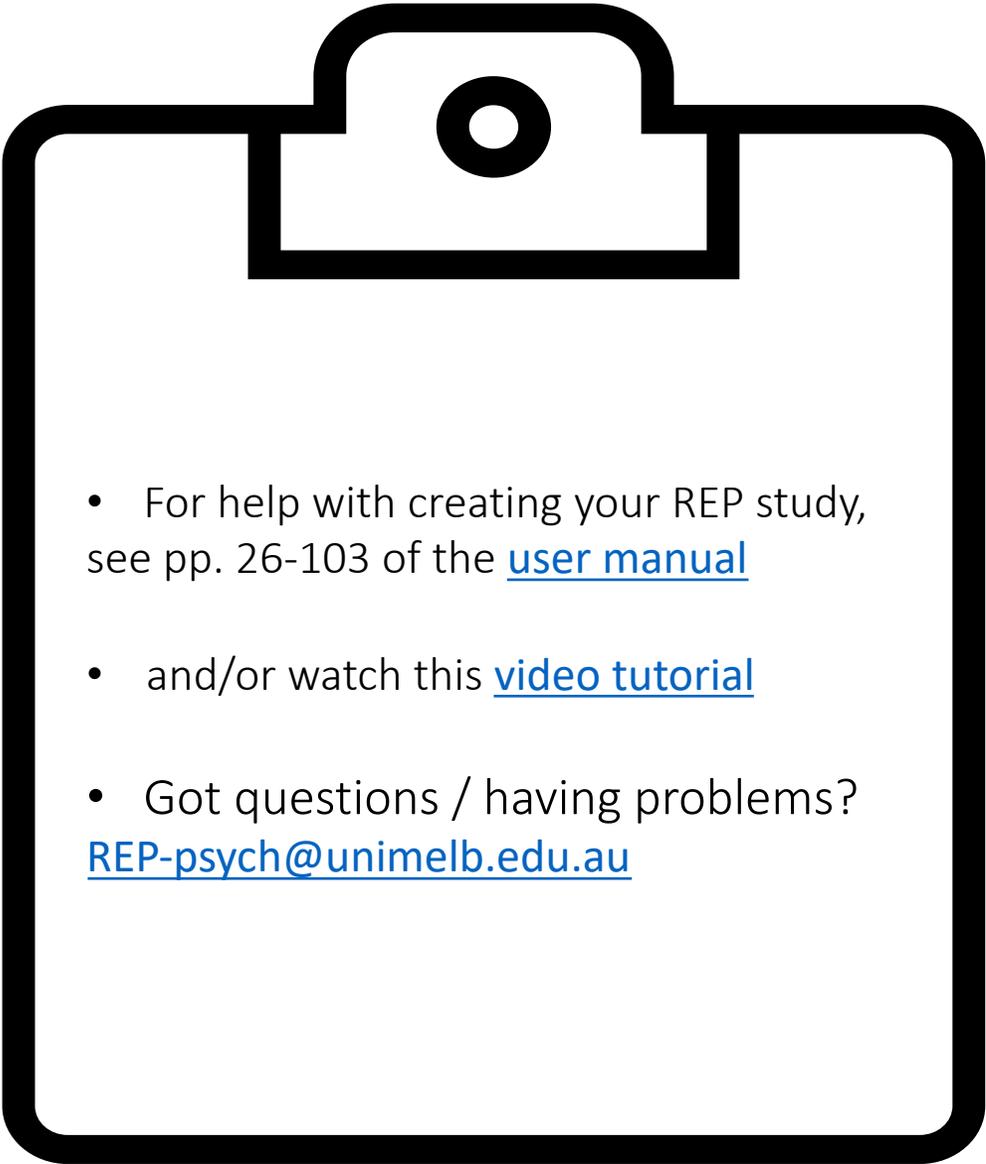
Step 9

Prepare a report of your findings for posting online at the end of each semester

For examples, see:

<http://go.unimelb.edu.au/9b8i>

- 
- REP is a precious resource
 - Collecting data through REP is a privilege
 - As a (trainee) researcher, you are bound by ethical principles and responsibilities
 - Give REP participants the benefit of the doubt
 - Our admin staff work hard to make REP run, please be patient

- 
- For help with creating your REP study, see pp. 26-103 of the [user manual](#)
 - and/or watch this [video tutorial](#)
 - Got questions / having problems? REP-psych@unimelb.edu.au

More info at <http://go.unimelb.edu.au/j77r>

Step-by-step guide to setting up your REP study

NB: this example shows how to create a two-part study

STEP 1

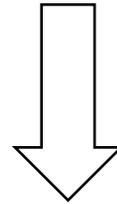
DO YOU HAVE AN REP-
RESEARCHER ACCOUNT
on SONA Systems?

YES



PROCEED TO STEP 2

NO



Send an email to rep-psych@unimelb.edu.au with
“request new researcher account” as the subject.
Please include: ->your name; ->student ID;
->name of supervisor

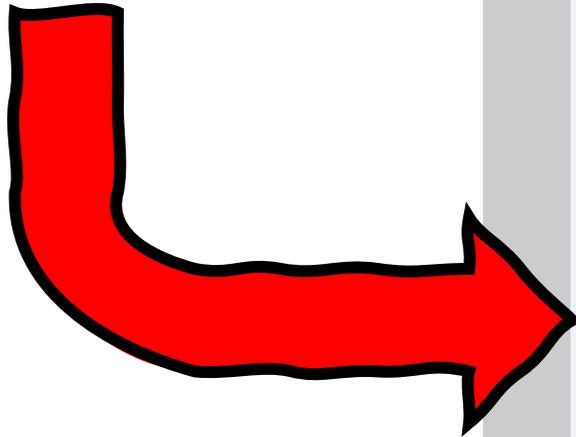
NB: if you already logged in before requesting an REP researcher
account you may be registered in the REP system as a “participant”
instead of a researcher. Please email rep-psych@unimelb.edu.au
requesting to have your profile switched to “researcher”.

STEP 2

Log in to

[SONA Systems](https://unimelb.sona-systems.com/)

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



Research Experience Program

unimelb.sona-systems.com/Default.aspx?ReturnUrl=%2f

Altmetric it! Interpreting intera... Retraction Watch Brain from top to... Welcome to Rese... Flanders Today Common Errors in... Relative Importan... Emotiona

 THE UNIVERSITY OF MELBOURNE

Melbourne School of Psychological Sciences Research Experience Program

RESEARCH EXPERIENCE PROGRAM

University of Melboure Log In

Welcome to the Melbourne School of Psychological Sciences' Research Experience Program (REP).

INSTRUCTIONS for First-Year Students / REP Participants: please click on [University of Melbourne Log In](#) to access the REP online portal. If you are logging in for the first time, you will be prompted to create a participant account by entering your UoM Student ID.

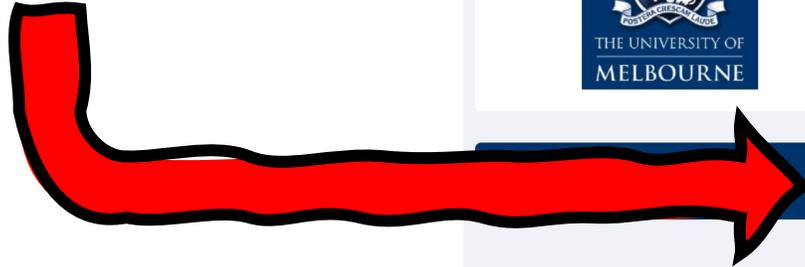
MSPS Staff & Student Researchers: if you are already registered as an REP researcher, please click on [University of Melbourne Log In](#) to access your researcher profile, create and administer REP studies, assign REP credits, etc.

If you are new to the REP or you are unsure if you have an active researcher profile, please email rep-psych@unimelb.edu.au to request a new researcher account. In your email, please include your full name, UoM staff/student ID, and your primary supervisor (if you are a research student).

NB: It is not possible to create your own REP researcher account. You must request to be added to the system by emailing rep-psych@unimelb.edu.au. **If after logging in you are prompted to "request account", please DO NOT attempt to create your own account.** If you do, will be added as a participant instead of as a researcher. Please send an email to rep-psych@unimelb.edu.au requesting a new REP researcher account.

STEP 3

Click Add New Study



Melbourne School of Psychological Sciences Research Experience Program

THE UNIVERSITY OF MELBOURNE

Add New Study

My Profile Logout

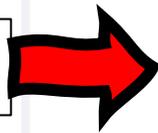
Peter Koval (P.I.)

My Studies

Upcoming Appointments

STEP 4

Select study type



Multi-Part Standard Study



A study that is scheduled to take place at a specific place (i.e. not online), in multiple parts. The different parts may be scheduled to take place a specified number of days apart, and a participant must sign up for all parts of the study at one time.

- Two-Part
- Three-Part
- Four-Part

NB: in this example, I've selected Two-Part study

Online Internal Survey Study



An online survey study where the questions are set up in the system.

Online External Study



An online study located on another website like Qualtrics, SurveyMonkey, or any other website.

Click "continue"



Continue

STEP 5

Add a study name, a brief abstract, and a longer description

Basic Study Information

Study Name
(Participants see the list of studies in random order not alphabetical order.)

Brief Abstract
(Up to 255 characters, optional)

Detailed Description
(Up to 15,000 characters, optional)

Language

Part 1 Duration (Minutes)

Part 1 Credits
(Credits must be evenly divisible by 0.5)

STEP 6

Specify a duration and number of REP credits

Min = 0.5 credits
1 hour = 1 credit

****TIP:** the total number of participants you can recruit depends on duration of both parts of your study + your REP quota.
Note: each semester, 4th year and MPsych students are eligible for 80 hours; PhD students and staff are eligible for 100 hours. To combine multiple researchers' REP hours, email REP-Psych@unimelb.edu.au and Cc everyone combining their hours to request your hours to be combined for a single study.

STEP 7

Add yourself as "Researcher" by moving your name from "available" to "selected" using the arrows

****TIP:** for collaborative studies, add multiple researchers to allow multiple people to administer the study on SONA systems!
You can also combine the REP hours of multiple researchers (including the P.I.) by emailing REP-Psych@unimelb.edu.au

STEP 8

Add your supervisor as "Principal Investigator" using the drop-down menu

STEP 9

Enter your ethics ID and ethics expiry date as listed on your ethics approval letter (ask your supervisor if unsure)

STEP 10

Select "yes" for "Active Study"
do NOT click "Add This Study" yet

Researcher

search researcher...

- Jacques-Hamilton, Rowan
- Jiang, Karen
- Kadalbajoo, Meghna
- Kennedy, Jessica**
- Kettle, Jordan
- Klebl, Christoph
- Krause, Amanda
- Kuek, Jacob
- Lab, Negotiation

Available Selected

Principal Investigator

Anderson, Jacqueline

Ethics ID Approval Code

Ethics ID Approval Expiration

Wednesday, 1 January 2020

Approved?

Currently not approved. Approval is required.

Active Study?

Yes

No

(inactive studies are sometimes kept for historical purposes; a study must be active and approved to show up on the list of available studies to participants)

add this study



STEP 11

Scroll down to “Advanced Settings”

STEP 12

Check that the “Participant Sign-up Deadline” and “Participant Cancellation Deadline” are set correctly. **Default setting is 24 hours**, but if you want to start recruiting participants in 12 hours from now, you should set this to a smaller number or participants will not be able to sign up!

Participant Sign-Up Deadline hours before study is to occur

Participant Cancellation Deadline hours before study is to occur

STEP 13 [optional]

You may also select other REP studies as “Pre-requisites” or “Disqualifiers” [OPTIONAL]

Pre-Requisites

Participants must participate in ALL of these studies before they may sign up
 Participants must participate in AT LEAST ONE of these studies before they may sign up

search...

Test REP do NOT signup

Tracking Cognitive Recovery in Patients with Mild Traumatic Brain Injury Using Smartphones

Trait Regulation Goals in Daily Life - Part I - Part 1

Trait Regulation Goals in Daily Life - Part I - Part 2

Wellbeing and Everyday Life - Part 1

Wellbeing and Everyday Life - Part 2

Available Selected

Disqualifiers

Participants must **not** have completed or have a pending sign-up for ANY of these studies:

search...

(Online study) Characterising the learning function in recognition memory - Part 1

(Online study) Characterising the learning function in recognition memory - Part 2

(Online Study) The Everyday Factors Impacting Attention Performance in Adults with and without ADHD

A brief survey on individual differences and judgements

A Comparison of Cognitive Performance on Smartphone Tasks and Laboratory Tasks

Available Selected

STEP 14

Scroll down to “Part 2 Study Settings”

STEP 15

Add number of credits and duration for Part 2 (for multi-part studies)

Part 2 Study Settings

Credits, Part 2 (zero Credits allowed or must be evenly divisible by 0.5)
Credits

Part 2 Duration (Minutes)

Part 2 Scheduling Range Part 2 must be scheduled to take place between and days after Part 1 of the study

Part 2 Scheduling Leniency Must Part 2 be scheduled to take place at exactly the same time (on a different day) as Part 1?
 Yes
 No

STEP 16

Enter your desired values for “scheduling range” and “scheduling leniency”

STEP 17

CLICK “Add This Study”
Note that your study will not be visible to participants until (a) it is approved by REP admin/convenor; and (b) **you add time-slots for participants to sign up to.**

STEP 18

Go to "My Studies"

STEP 19

Click on the name of your new study

STEP 20

Click on "Study Menu" and select "View/Administer Time Slots – Part 1"

The screenshot shows the 'My Studies' page. At the top, there is a navigation bar with 'My Studies', 'All Studies', and 'Add New Study'. Below this, there are tabs for 'All', 'Active', and 'Inactive'. There are also buttons for 'View Your Uncredited Timeslots' and 'View Printer-Friendly List of Signups'. A table lists studies, with the first one being 'TEST MULTIPART (Pete Koval)'. A 'Study Menu' dropdown is open, showing options like 'View/Administer Time Slots - Part 1'. A blue tip box points to the 'Timeslot Usage Limit' field in the 'Additional Study Information' section.

My Studies All Studies Add New Study My Profile Logout ↗

Peter Koval (P.I.)

All Active Inactive

View Your Uncredited Timeslots View Printer-Friendly List of Signups

Sort by: Study Name Last Activity Date

Study Information	Approved?	View
TEST MULTIPART (Pete Koval) (2 Credits) (2-Part Study) THIS IS A SYSTEM TEST DO NOT SIGN UP	<input checked="" type="checkbox"/> Approved	<ul style="list-style-type: none">Study InfoPart 1 TimeslotsPart 2 Timeslots

Study Menu

- Study Information
- View/Administer Time Slots - Part 1**
- View/Administer Time Slots - Part 2
- Timeslot Usage Summary
- Download Participant List - Part 1
- Download Participant List - Part 2
- Contact Participants

****TIP:** the total number of hours that can be used for the study will be shown here. Only the REP administrator/convenor can edit this.
Email REP-Psych@unimelb.edu.au if you believe this is incorrect.

Additional Study Information

Timeslot Usage Limit	200 hours, approximately: 200 (Part 1) signups 200 (Part 2) signups or any combination of each.
Participant Sign-Up Deadline	24 hours before the study is to occur

STEP 21

Add single or multiple time-slots; TIP: adding multiple timeslots is easier/quicker



⚙️ Study Menu ▾

+ Add A Timeslot

+ Add Multiple Timeslots

🗑️ Delete Multiple Timeslots

🖨️ View Printer-Friendly List of Signups

🖨️ Print

STEP 22

Adding Multiple Timeslots:

There are 2 options for adding multiple timeslots:

- (a) You may add a specified number of timeslots, or
- (b) you may duplicate the timeslot configuration from a specific week.

-> If you duplicate the timeslot configuration from a specific week, the number of participants, locations, and times will be copied over.

With either option, you will have an option to review the information before the timeslot addition is performed.

Example time-slots for two-part study

I've created 5 time-slots for PART 1 on a Monday with a max. of 2 participants per time-slot.

Alternatively, you could create 1 time-slot with max. 10 participants – it's up to you

When participants sign up for a time-slot, you'll get their name and email, which you can use to send them a survey link and/or instructions for each part of your study.

Alternatively, you can include the survey link directly in SONA systems during study setup

Timeslots : TEST MULTIPART (Pete Koval) - Part 1

Timeslots for this study are listed below, with any sign-ups listed below the timeslot.

Search for available timeslots on :

▼ Fill Status **All** Full Open Spaces

Sunday, 26 April 2020

GO

Date	Participants Pool	Participants	Location	Modify
Monday, 27 April 2020 09:00 - 10:00	Signed Up: 1 Open Slots: 1 Total: 2	Peter Koval Status: Awaiting Action	online	Modify
Monday, 27 April 2020 10:30 - 11:30	Signed Up: 0 Open Slots: 2 Total: 2		online	Modify
Monday, 27 April 2020 12:00 - 13:00	Signed Up: 0 Open Slots: 2 Total: 2		online	Modify
Monday, 27 April 2020 13:30 - 14:30	Signed Up: 0 Open Slots: 2 Total: 2		online	Modify
Monday, 27 April 2020 15:00 - 16:00	Signed Up: 0 Open Slots: 2 Total: 2		online	Modify

One participant has signed up
For the first time-slot of PART 1

Example time-slots for two-part study

Here we have 2 time-slots for PART 2 on a Tuesday and Wednesday with a max. of 10 participants per time-slot.

Participants will only be able to sign up to PART 2 if they've also signed up to PART 1.

Timeslots : TEST MULTIPART (Pete Koval) - Part 2

Timeslots for this study are listed below, with any sign-ups listed below the timeslot.

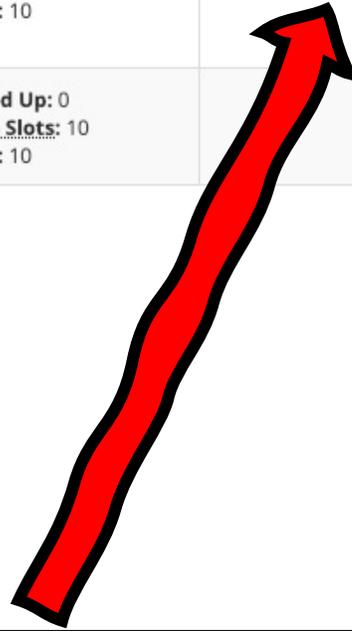
Search for available timeslots on :

▼ Fill Status **All** Full Open Spaces

Sunday, 26 April 2020

GO

Date	Participants Pool	Participants	Location	Modify
Tuesday, 28 April 2020 09:00 - 10:00	Signed Up: 1 Open Slots: 9 Total: 10	Peter Koval Status: Awaiting Action	smartphone surveys (completed over 7 days)	Modify
Wednesday, 29 April 2020 10:00 - 11:00	Signed Up: 0 Open Slots: 10 Total: 10		smartphone surveys (completed over 7 days)	Modify



One participant has signed up
For the first time-slot of PART 2

Example time-slots for two-part study – PARTICIPANT VIEW

Here's what the participant will see when signing up to your study – PART 1

Peter Koval (Participant)

Timeslots for Study

TEST MULTIPART (Pete Koval) - Part 1

Calendar View

NOTE: This is a 2-part study. Please select a suitable time below for the first part, and you will then be shown the list of eligible times for the other parts, which you must also sign up for now.

Date	Location	Sign Up?
Monday, 27 April 2020 09:00 - 10:00	online	Sign Up and Choose Part 2 ▶
Monday, 27 April 2020 10:30 - 11:30	online	Sign Up and Choose Part 2 ▶
Monday, 27 April 2020 12:00 - 13:00	online	Sign Up and Choose Part 2 ▶
Monday, 27 April 2020 13:30 - 14:30	online	Sign Up and Choose Part 2 ▶
Monday, 27 April 2020 15:00 - 16:00	online	Sign Up and Choose Part 2 ▶

Example time-slots for two-part study – PARTICIPANT VIEW

Here's what the participant will see when signing up to your study – PART 2

Peter Koval (Participant)

Timeslots for Study

TEST MULTIPART (Pete Koval) - Part 2

Calendar View

You must now choose a timeslot for Part 2 of this study, to complete your sign-up.

Part 1 Selected Timeslot: Monday, 27 April 2020 09:00 - 10:00

Date	Location	Sign Up?
Tuesday, 28 April 2020 09:00 - 10:00	smartphone surveys (completed over 7 days)	Sign Up
Wednesday, 29 April 2020 10:00 - 11:00	smartphone surveys (completed over 7 days)	Sign Up

After selecting time-slots for PART 1 and PART 2, participant must confirm their sign up:

Peter Koval (Participant)

System Message: You must click on the Sign Up button below to complete your sign-up.

Confirm Sign-Up

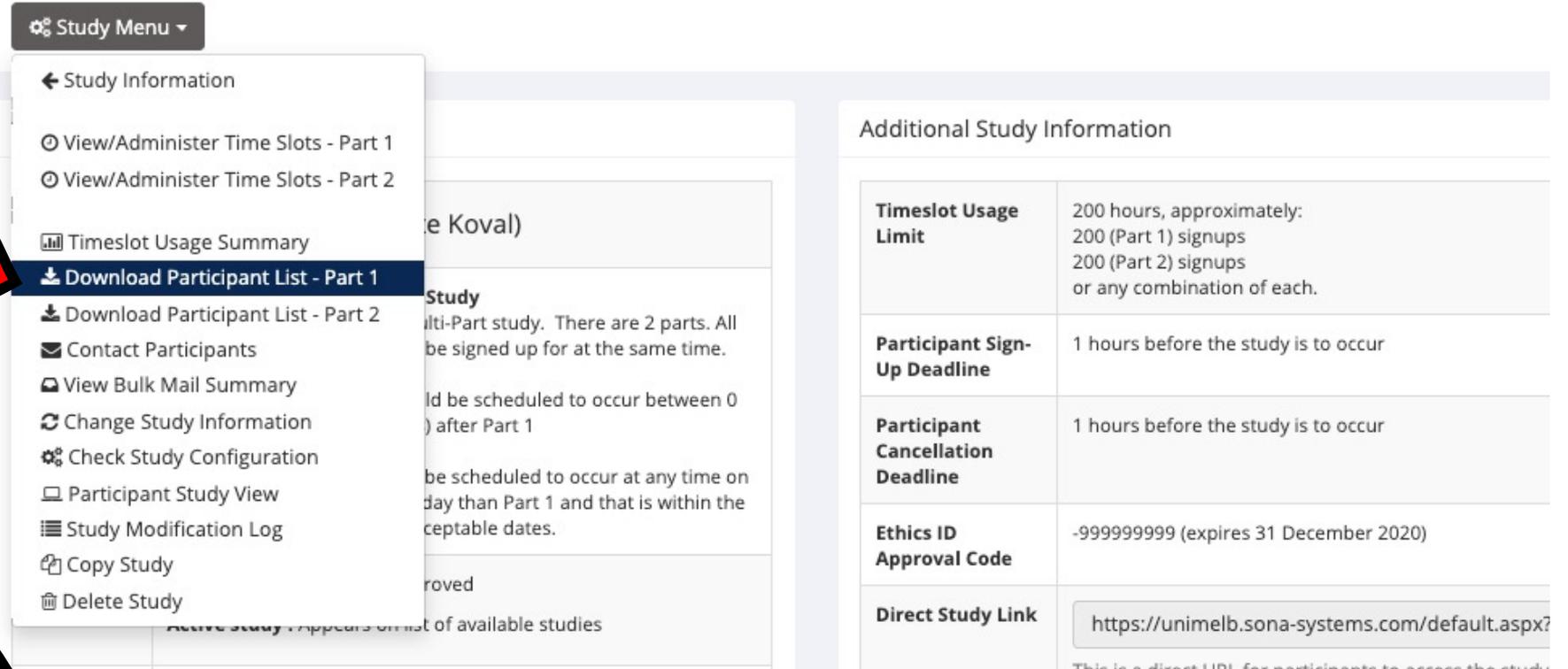
Study Name	TEST MULTIPART (Pete Koval)
Date	27 April 2020 09:00 - 10:00 (Part 1) 28 April 2020 09:00 - 10:00 (Part 2)
Location	online (Part 1) smartphone surveys (completed over 7 days) (Part 2)

Sign Up

Example time-slots for two-part study

You can view who has signed up to your study by clicking on “Study Menu” and “Download Participant List- Part 1”

If you select “On-screen” output you’ll see the list of participants signed up to PART 1.
*** alternatively, you can download the participant list as a .csv file***



Study Menu

- Study Information
- View/Administer Time Slots - Part 1
- View/Administer Time Slots - Part 2
- Timeslot Usage Summary
- Download Participant List - Part 1**
- Download Participant List - Part 2
- Contact Participants
- View Bulk Mail Summary
- Change Study Information
- Check Study Configuration
- Participant Study View
- Study Modification Log
- Copy Study
- Delete Study

Additional Study Information

Timeslot Usage Limit	200 hours, approximately: 200 (Part 1) signups 200 (Part 2) signups or any combination of each.
Participant Sign-Up Deadline	1 hours before the study is to occur
Participant Cancellation Deadline	1 hours before the study is to occur
Ethics ID Approval Code	-999999999 (expires 31 December 2020)
Direct Study Link	https://unimelb.sona-systems.com/default.aspx? <small>This is a direct URL for participants to access the study.</small>

Participants

first_name	last_name	login_id	email	phone	occur_date	date_granted	signup_date	location	credit_type	show_credit	comments
Peter	Koval	kovalp@unimelb.edu.au	p.koval@unimelb.edu.au	90355649	27 April 2020 09:00		26 April 2020 17:55	online	Awaiting Action	0	

NEXT STEPS:

GOOD LUCK WITH DATA COLLECTION!

Don't forget:

- Keep a close eye on SONA systems and other data collection platforms regularly for new sign-ups and study completions
- communicate promptly and politely with participants
- assign REP credits quickly (< 48 hours)
- give participants the benefit of the doubt
- check your data carefully for quality