



Psychology 100 Research Participation Requirement Student Handbook

When participating in in-person studies, make sure you follow all the university's most recent COVID-19 safety protocols, which may include mask-wearing and handwashing. For the most recent requirements and guidelines, visit the University's [COVID-19 webpage](#).

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Introduction

Every student enrolled in General Psychology (PSYC100) must acquire detailed experience in psychological research which is accomplished by completing the **Research Participation Requirement (RPR)**.

Understanding the RPR is important for your successful completion of Psychology 100. Please read this document carefully, and come back to it if you have questions in the future.

You can find this document and other related materials about the RPR at:

<https://www.psych.udel.edu/undergraduate/psyc100-research-requirement>

You can find the slides of the presentation here:

[RPR Presentation for Students](#)

Who is required to participate?

All students enrolled in PSYC100 must sign up online for the RPR, except if: (1) You have completed the RPR in a previous semester (please contact the RPR Administrators and provide evidence of the earlier completion) or (2) You are auditing the course.

Why am I required to complete RPR?

The Psychology Research Participation Requirement (RPR) is designed to provide psychology students with first-hand research experience. Students will be able to learn how psychological research is conducted through participating in research or reading published articles.

What is the requirement?

Students are required to complete **5 RPR credits**. The credits can be earned by writing papers or participation in research studies, or a mix of papers and studies. The number of papers and studies is up to the individual student, as long as they add up to 5 credits.

On top of the 5 required credits, you can earn 3 additional credits. Please consult your course syllabus to see how these additional credits are factored into your course grade.

How to sign-up for the RPR requirement?

You will receive an email when the sign-up system is ready. The email will contain your username, password, and the URL to the website (<https://delawarepsych.sona-systems.com/>).

The registration process is straightforward and takes less than ten minutes. During the registration, you will be asked to answer questions about you.

Failure to register will have two consequences: (1) You will satisfy the RPR by writing five papers and (2) You will not qualify for extra credit.

What's the deadline for completing the requirement?

The research requirement must be completed by the one week before the end of classes. Please check the academic calendar posted on the registrar's website for the end of classes.

What to do if I have questions or concerns?

All communication with RPR Administrators should be by email, sent to the following address:

PSYC100RR@UDEL.EDU

In your message, please include your name and the Psyc 100 section number in which you are enrolled.

The RPR office is open during the Fall or Spring semester only. Any inquiries sent during Winter or Summer sessions will be answered in the following Fall or Spring semester.

Options for Completing Research Requirement

Students can earn RPR credits in two ways: reading an article and writing a paper (paper credits), or participating in research (research credits).

	Paper	Experiment
Credits	1 paper = 1 credit	60 min. participation = 1 credit

**Please note:* ONLY studies registered on the Department of Psychological and Brain Sciences' Sona system count for credit. Studies recruiting elsewhere or offering paid participation do not count towards the RPR.

Paper Credit

Students can read an article about psychological research and write a summary of it to earn a research participation credit. One paper should be about one article.

Where to look for an article

We have selected 3 issues of a journal called *Current Directions in Psychological Science*, a journal that contains articles from a wide variety of research areas in psychology. The articles in this journal are not overly technical, and so serve as a good introduction to the research literature for beginning students in psychology. The next paragraph indicates which issues of the journal from which you can choose your articles this semester. You can access this journal through the PsycINFO database available through the [UD](#) Library electronic journals system. To access these resources, you will need your UD log-on credentials.

Selected Issues for This Semester

For each semester, a different set of issues will be selected. Be sure that you are reading articles from the journals listed

[Current Directions in Psychological Science](#)

- [Issue 3](#), June 2022, pp. 207–287
- [Issue 2](#), April 2022, pp. 107-206

- [Issue 1](#), February 2022, pp. 1-106

Note: We do not assume the responsibility of teaching you how to use the library's resources, including the use of electronic journals. UD Library is a *research library* which may be different from a library that you are familiar with. There is a learning process involved to navigate its resources. It is your responsibility to learn to use the library's electronic journal system. You may also wish to speak with library staff, who can provide some introduction to this system. If you are having difficulty accessing the articles, please contact the psychology subject librarian at the library: (<http://guides.lib.udel.edu/psychology>).

How to write a paper

For each article, you will prepare a brief typewritten paper summarizing its content. Each should be clearly written, and indicate that you have read, understood, and thought about the contents of the article. The Readings option is graded on a pass/fail basis: in order to meet the RPR, a paper must pass the standards below, or it must be rewritten.

Paper Content

The first part of a paper should summarize the research in the article and the nature of its findings/conclusions. The second part should be your reaction to the article: your own ideas about the research and its implications. If you omit this second part, your summaries will not pass. All writing must be your own original work (see Academic Honesty policy below).

Paper Formatting

Please read the instructions below carefully. **In order for a paper to be graded as pass, it should satisfy all of the following criteria:**

1. The body of the paper should be double-spaced, with no larger than 1-inch margins, and written in Times New Roman 12 point font.
2. At the top of each paper, you must include the following heading information. The heading information should be single-spaced.
 - a. Your first and last name
 - b. Your PSYC100 instructor's name
 - c. Your PSYC100 section number
 - d. The volume and issue number for the article
 - e. The title of the article you are summarizing
 - f. The author of the article.

3. The paper includes a summary of the article with no direct quotations and no plagiarism.
4. The paper must include a personal reaction to the paper/findings at the end.
5. The length of the paper must be **more than 1 page and no more than 2 pages** (not including titles or heading information).

Please note that you do not need a "works cited" or "references" page. You are not allowed to include direct quotes in a paper; the summaries should be written in your own words so that it's clear you have understood the information in the articles. While one or two grammatical or spelling errors will not be a problem, excessive errors will cause us to fail your papers. Papers are graded on a pass/fail basis.

Examples of satisfactory papers

[You may view example papers here.](#) Note that all papers include a summary of the article, include a personal reflection, and meet proper formatting and length requirements.

How to submit a paper

We are using a system in which students submit their papers electronically. **Papers must be in .doc or .docx format** (not .odt, .htm, or .php).

To submit a paper, please log in to your account on [the SONA participation system](#), and look for paper submission studies in the study listed (Paper Submission - 1, etc.). After signing up for the Paper Submission study, you will be able to access the submission website.

Feel free to submit your papers as early in the semester as you wish, though they will not be graded until the end of the semester. As with any paper you write, make sure that you save electronic copies as a backup. We are not responsible for lost papers.

Academic Honesty

All students are required to read the university's [policy on Academic Honesty](#).

If any of the papers that a student turns in for the RPR are judged by the instructor and T.A. to violate the academic honesty policy, the instructor reserves the right to take action such as imposing a failing grade on the assignment and/or referring the matter to the Office of Community Standards and Conflict Resolution (formerly known as the Office of Student Conduct).

Plagiarism may include, but not limited to, the following actions: (1) Including sentences in your summary that are identical, or nearly identical, to sentences in the article (2) copying the work of other students, from the present or past semesters (3) using unauthorized aids to write your paper, such as ChatGPT or any other artificial intelligence (AI) content-generating program.

Research Credit

Students can participate in research conducted by researchers on campus to earn RPR credits.

There are two types of research studies that you can participate in:

1. Lab studies: Participants make an appointment for a study posted on the SONA participation website, attend the study at a location on campus, and receive a credit.
2. Online studies: Participants sign up for the study on Sona and receive a link to a website in order to participate. You usually do not have to participate at a specific time, though there is often a deadline in order for you to receive credit.

Age Restrictions

Due to Federal Regulations, students who are 17 years or younger cannot participate in experiments. Until then, you can earn credits only through submitting papers. Once your 18th birthday has passed, you will be able to see available studies on the Sona website.

Credits and Participation Time

The amount of credit you receive is dependent on the length of the study. One credit is equivalent to 60 minutes of participation. Credits are

granted by .5 increments such that you will receive .5 credits for completing a 30-minute study.

Signing Up for Study Timeslots

You can sign up for studies online on the [SONA website](#). Go to “View Available Studies”, and choose a study that you want to sign up for. The studies shown on the screen depend on the eligibility criteria for the study.

Please pay careful attention to the study information page that includes preparations for the study and important deadlines for cancellations.

Manual Sign-up by Researchers

Sometimes, you may be manually signed up for time slots by researchers. For these instances, it is best to communicate directly with the researcher in charge about cancellations and rescheduling. You can find the researcher’s contact information in the study information.

Cancellations

You can cancel studies within an allowed time frame described in the study information page. To do so, login to SONA, and go to “View or Cancel My Study Appointments”. To avoid receiving an unexcused no-show make sure you cancel within the time frame for the study.

No-shows

If you do not attend a scheduled study that you have not cancelled (as described above) you will receive an unexcused no-show. If the no-show is due to unforeseeable circumstances (e.g., illness, emergencies), that prevented you from a timely cancellation, please contact the researcher listed on Sona or the RPR office at psyc100rr@udel.edu explaining your situation in detail. If the Office determines that your absence was reasonable, they can change it to an excused no-show.

Note that some experiments are run on a strict timeline. This means that being late for several minutes for the appointment time may lead to an unexcused no-show. Please plan on arriving at least 5 minutes earlier.

Excessive No-shows and Limited Accounts

If you receive 2 unexcused no-shows, your account will be limited to Paper Alternative Only. This means that you will only be able to complete the requirement through submitting papers.

Resolving an “Incomplete” Grade

If you do not complete the research participation requirement by the RPR deadline, you will receive an “I” grade on your transcript, for “incomplete”. You will have to complete your RPR credits in order to have the grade changed to your proper letter grade for the course (A, B, C, etc.). “I” grades automatically default to an F after two weeks of the next regular (Fall/Spring) semester.

There are two ways you can complete your RPR credits. The first is to write papers using the guidelines described above. These papers may be submitted at any time, but the research requirement staff still needs to manually grade them. If we have a high volume of papers that we receive, it may take longer to grade them and assign your credits.

The second option for resolving an incomplete is to participate in research studies that are offered through the Sona website during the first 8 days of the next semester. The research requirement staff cannot guarantee how many studies or credits will be posted during this time frame. The studies option for resolving an incomplete will not be available after the 8th day of the next semester. If you still have an incomplete after that, you must submit papers.

If you receive financial aid conditional on your transcript GPA, you are responsible for ensuring that your “I” grade is resolved in a timely manner.

FAQs

I changed my section of PSYC100.

Please log into your account, go to “My Profile” and change your section.

I dropped PSYC100.

Please log into your account, go to “My Profile”, and click “Request account deletion”.

I’m running late for a scheduled study.

Please note that some studies are running at a strict timeline—thus, failure to appear at the study sight before the appointment time may result in a no-show. Also, please consider contacting the researcher of the study via the contact information found on the study information as a courtesy.

I missed my study for a legitimate reason.

Please email the researcher of the study or the RPR office (psyc100rr@udel.edu) and explain the reason for missing the study in detail. They will determine whether your no-show can be excused.

Study Locations

In-person (i.e. not online questionnaire) studies may be run at one of several building locations at UD, including: **Wolf Hall**, **McKinley**, **Center for Biomedical & Brain Imaging (CBBI)**, **Courtney**, and **Barksdale**. (Below is a map highlighting these common locations.)

