

# Principles of Psychology 101 & 102 R-Point Requirement

Guidelines and FAQ

## Why R-points?

- Principles of Psychology 101 & 102 require students to participate in research
  - First-hand experience of the scientific methods of psychology
  - Valuable data for our researchers!



- In exchange for participating in research studies, students earn "R-Points"
  - Students in all sections of 101 & 102 are required to earn 6
     R-points
  - Both online and in person experiments will be offered this semester!
  - At least 2 R-points need to be completed from in person experiments.

- Underage students (under the age of 18) may not participate in research
  - An alternate assignment will apply
  - Students will have the option to participate in research once they turn 18

## R-points Due Date

- Wednesday, May 8<sup>th</sup>, 2024, 5pm
- Everything R-points related MUST be completed, submitted, and assigned by this date.
- The system will lock you out of your account on May 8<sup>th</sup>, 2024, 5:01pm and you will not be able to adjust or complete anything else.
- Accounts will unlock again at the beginning of the Summer Semester (Tuesday, May 28<sup>th</sup>, 2024)

### How do I earn R-Points?

Students over the age of 18 only:

Sign up for time slots on the **Sona System** website: http://rutgers.sona-systems.com/

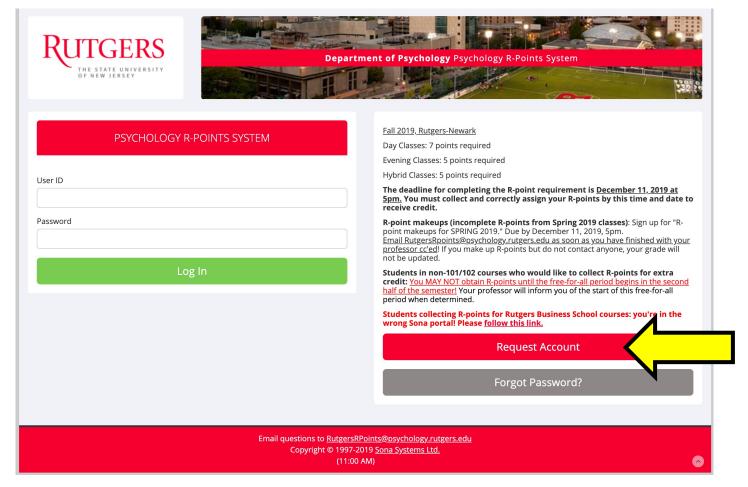
RUTGERS  THE STATE UNIVERSITY OF NEW JERSEY  Departm	nent of Psychology Psychology R-Points System		
PSYCHOLOGY R-POINTS SYSTEM	Fall 2019, Rutgers-Newark  Day Classes: 7 points required  Evening Classes: 5 points required		
	Hybrid Classes: 5 points required		
User ID	The deadline for completing the R-point requirement is <u>December 11, 2019 at 5pm.</u> You must collect and correctly assign your R-points by this time and date to receive credit.		
Password	R-point makeups (incomplete R-points from Spring 2019 classes): Sign up for "R- point makeups for SPRING 2019." Due by December 11, 2019, 5pm. Email RutgersRpoints@psychology.rutgers.edu as soon as you have finished with your professor cc'ed! If you make up R-points but do not contact anyone, your grade will not be updated.		
Log In	Students in non-101/102 courses who would like to collect R-points for extra credit: You MAY NOT obtain R-points until the free-for-all period begins in the second half of the semester! Your professor will inform you of the start of this free-for-all period when determined.		
	Students collecting R-points for Rutgers Business School courses: you're in the wrong Sona portal! Please <u>follow this link.</u>		
	Request Account		
	Forgot Password?		
Freeil ausetines to Dutes on De	Notate One advisor a state of a distribution of the state		
Email questions to <u>RutgersRPoints@psychology.rutgers.edu</u> Copyright © 1997-2019 <u>Sona Systems Ltd.</u> (11:00 AM)			

- Sona System: the psychology department's research scheduling system
  - Look for studies and read brief descriptions
  - Sign up for times that fit your schedule
  - Manage your schedule and cancel timeslots if needed
  - Read frequently asked questions
  - Find contact info for researchers

http://rutgers.sona-systems.com/

### How do I create a Sona account?

http://rutgers.sona-systems.com/



- If you already have an existing account, <u>do not</u> create a new one!
- If your account is <u>older than 3 years</u>, you have to sign up for a new account
- Use your RUID # as your User ID
  - The 9-digit Rutgers ID # from your student ID card
  - Listed on Blackboard if you look at "Personal Information"
  - Don't have a net ID for Blackboard? Create a net ID at this site: http://oit.rutgers.edu/services/account/quick.html

### How do I sign up for an account?

Your login information will be emailed to you. Please check your email for your password. If you have junk (spam) filters configured for your email, please configured for your email, please configured for your email from rutgers—admin@sona—systems.net.	gure	ACCOUNT INFORMATION	
User IDs must be your 9-digit Rutgers ID (RUID) number. This form should only bused by participants. Researchers will have their accounts created for them automatically.	e	First Name	
You must have been at least 18 years old on the first day of the semester in order to participate in research.	1. Fi	rst name	
IMPORTANT		Last Name	
Please use your RUID for your user ID. Do not use your SSN.  If you do not know your RUID, you may find it by logging into Blackboard of	<sub>.</sub> 2. La	st name	
https://my.rutgers.edu/ using your NetID. You can create a NetID online at: http://oit.rutgers.edu/accounts	•	User ID	
The production of the second s	3. Pl	ease use your RUID # as your User ID	
	0		
	4. Us	se an email address that you check rec	gularly!
		Email Address (re-enter for verification)	
6. Sign up for the		Student ID Number	
	5. Yo	ou may use your <u>RUID #</u> as your Stude	nt ID
CORRECT section(s)!		Telephone (optional)	
Course(s)			
		Course(s)	
Psych 101 01 (Van de Walle), Fall 2022		Select a Course	
Psych 101 63 (Olivo), Fall 2022			
Psych 102 01-04 (Zambrano), Fall 2022		Request Account	
Psych 102 90 (Gengaro), Fall 2022 R-Point Make-up for Spring/Summer 2022			
N. Forte Make up for Spring/Suffiller 2022			

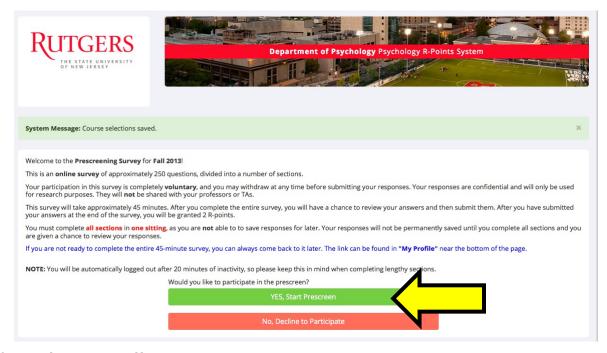
### What if I'm taking **Psychology 101** AND **102**?

- If you are enrolled in both during the SAME SEMESTER,
  - Sign up for BOTH classes when you create your Sona account
    - Press "CTRL" to select 2 or more courses during initial sign-up
  - Choose ONE to assign credits to (it doesn't matter which)
  - Complete 6 R-points in total (not 12)
    - This is the only scenario in which "double-dipping" R-points is allowed

## What if I have to make up points, or if I want to earn extra credit points for another class?

- If you have to make up points from Spring 2023, select "R-Point Make-up for Spring 2023" in addition to your current course(s)
- If taking a class that gives extra credit for R-points, select that as well
- Priorities:
  - 1. R-points Make-ups (if you're doing them)
  - 2. Current requirement (Principles 101/102)
  - 3. Extra Credit classes

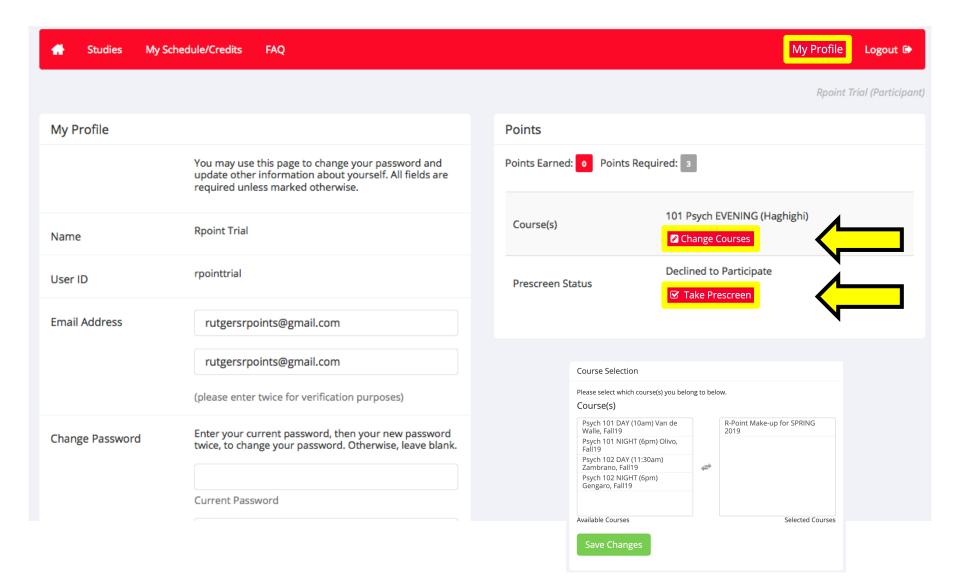
## The first time you log in, you will be invited to take the **PRESCREENING SURVEY**



- Voluntary, 45-minute online survey
- Must be completed in 1 sitting
- After submitting ALL answers, you will receive 2 R-points
- If you decline, you can access the survey later by clicking on "My Profile" and looking for the "Take Prescreen" link

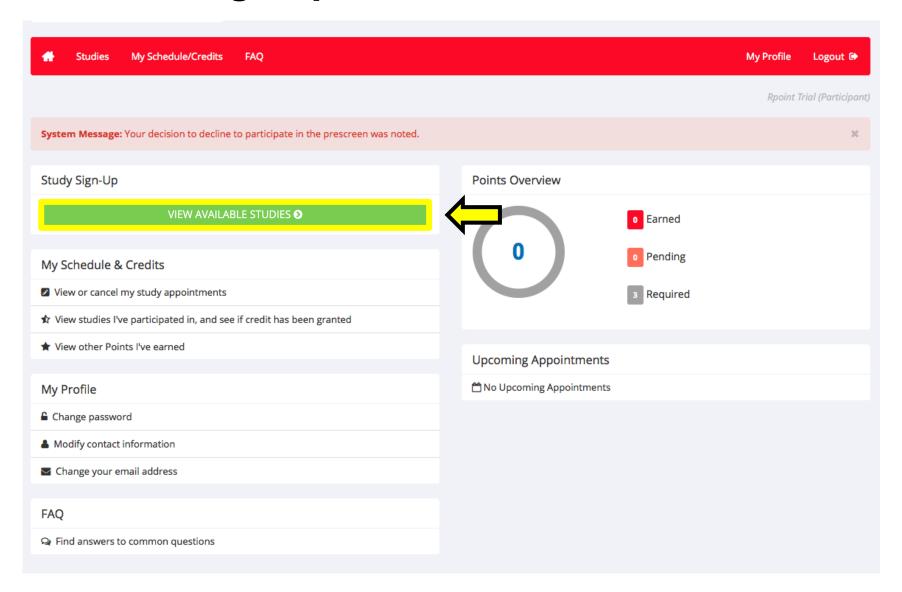


### "My Profile"



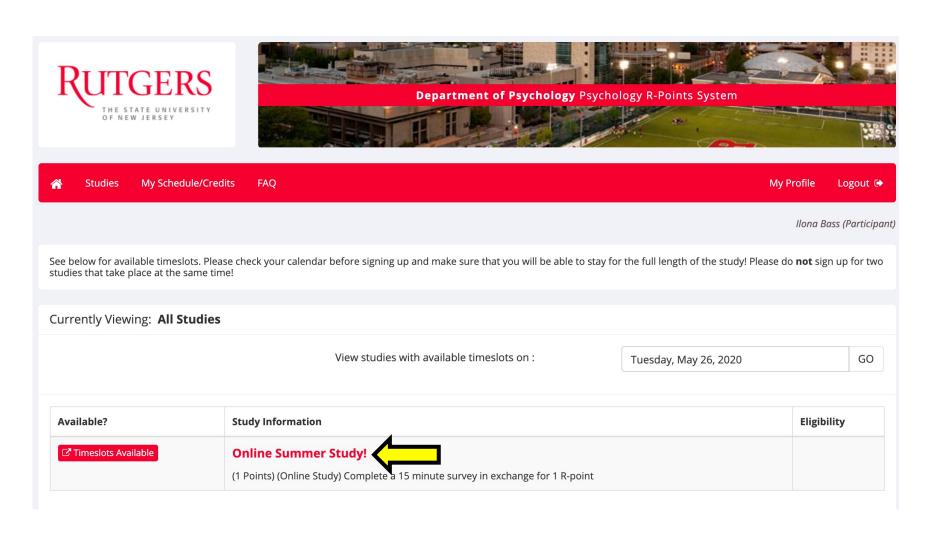


## How do I sign up for studies?



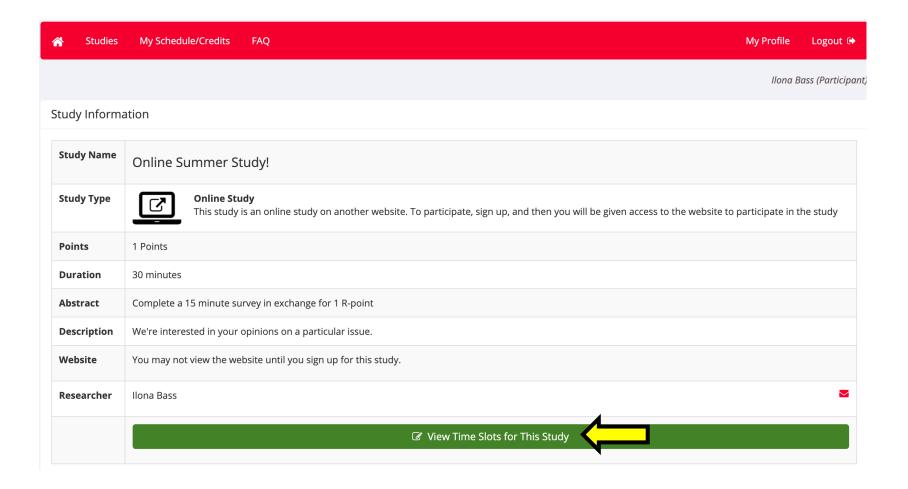


### How do I sign up for studies? (continued)





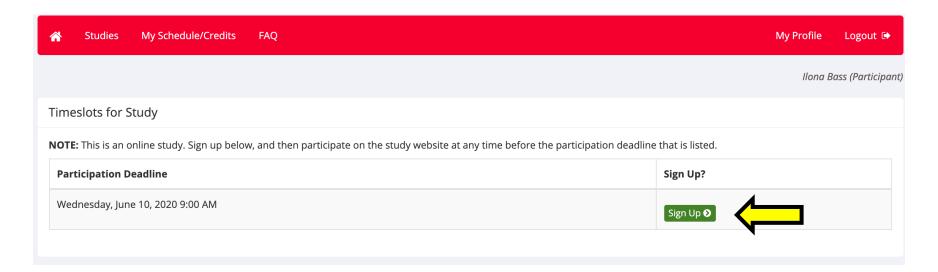
## **Study Information**





## How do I sign up for time slots? (continued)

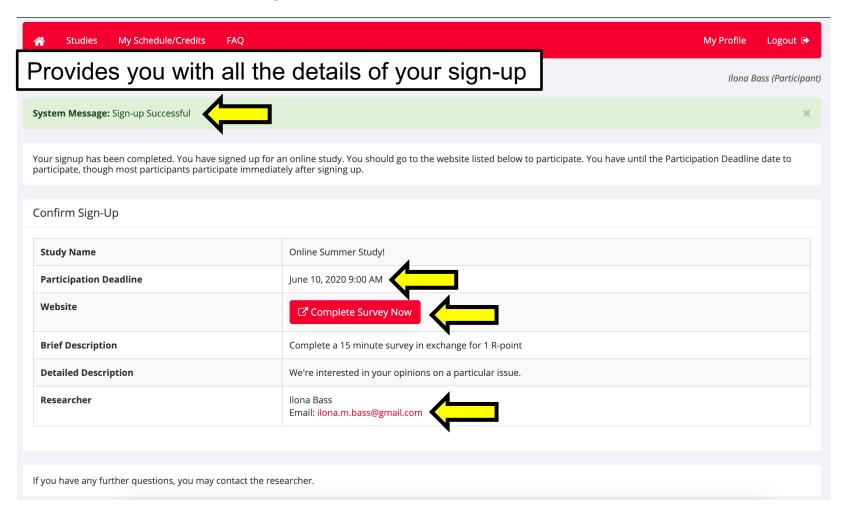
Online studies with **Participation Deadlines**:



The study must be completed on your own time, BEFORE the participation deadline.



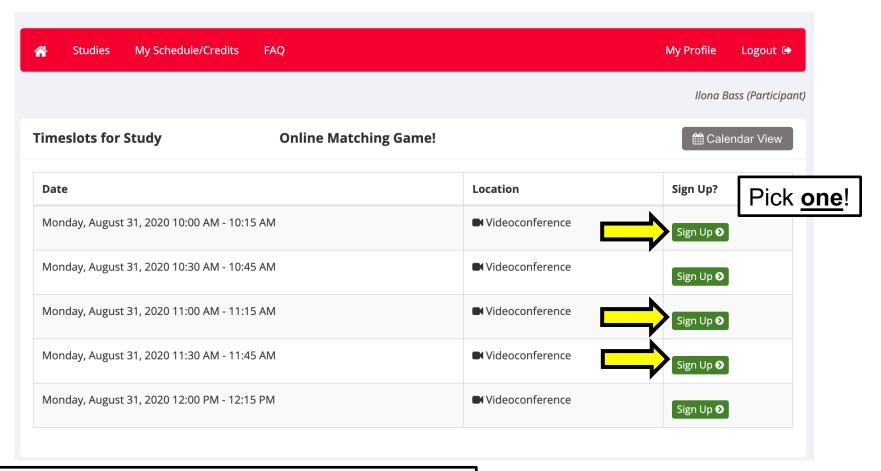
#### Online studies with **Participation Deadlines**:





### How do I sign up for time slots? (continued)

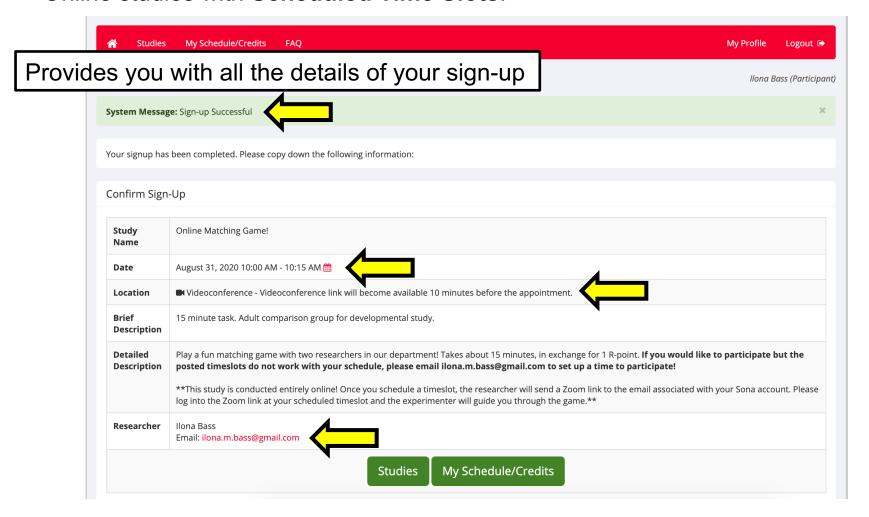
Studies with **Scheduled Time Slots**:



The study must be completed DURING the scheduled date & time.

Don't double-book yourself!

#### Online studies with **Scheduled Time Slots**:

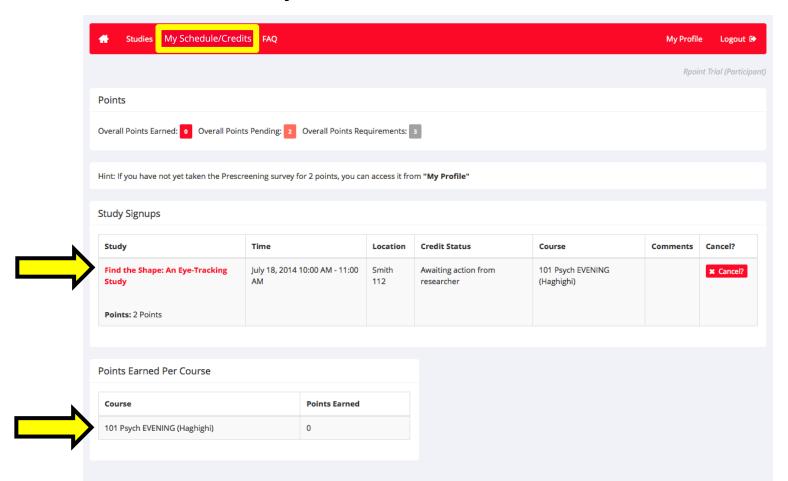


### Now that you're signed up....

- Complete / arrive for the study on time!
  - Researchers are only required to wait 10 minutes before marking you as a no-show
- If you need to cancel, please do it in advance
- If you have any questions or are confused about anything, contact the researcher (not me!)

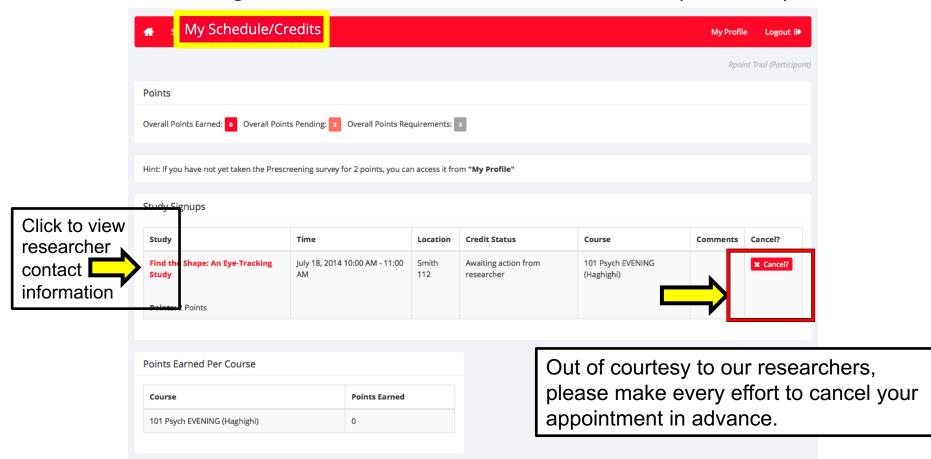
## "My Schedule/Credits"

 Can view current sign-ups, and points earned towards each course linked with your account



### How do I cancel a time slot?

- Button will be available on Sona until 24h before your timeslot
- If button is gone, email <u>researcher</u> to cancel (not me!)



# What if the researcher cancels or does not show up for the study?

- If you receive a cancellation e-mail **24 hours or more** before the scheduled appointment/participation deadline, no points are rewarded to you.
- If the researcher cancels the appointment via e-mail with less than 24
  hours notice, you are entitled to 1 R-Point, regardless of the number of
  points the study is worth.
  - If the researcher cancels the final slot in a multi-part study via e-mail with less than 24 hours notice, you are entitled to all points.
- Please check your e-mail the day of your appointment for cancellations.
- If the researcher has not cancelled and fails to show within 10 minutes of the designated time, or does not send you relevant instructions / materials for you to be able to complete the study, you are entitled to all of the R-Points for that study. Please contact me at RutgersRpoints@psychology.rutgers.edu if this happens to you.

# How can I earn R-Points if I cannot participate in research?

- Students may summarize research articles from peerreviewed journals in psychology.
- Each summary you write is worth ONE R-point (if granted credit)
- Papers must be submitted <u>NO LATER</u> than the last day of scheduled classes (<u>Tuesday</u>, <u>December 13<sup>th</sup></u>, <u>2023</u>, <u>5pm</u>)
- The provisions for the alternative assignment appear on the Psychology Department web page and are listed in detail on the Sona Systems website under the menu "FAQ".

### Alternate Assignment

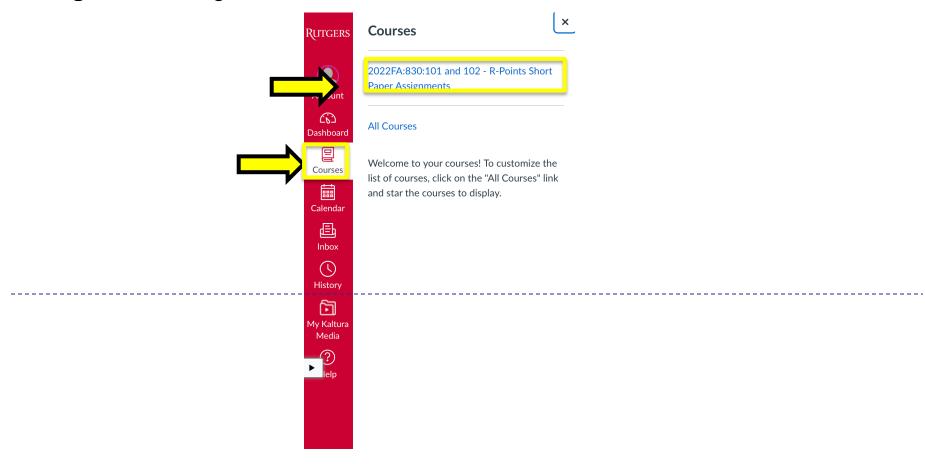
#### Each paper MUST meet the following requirements.

- 1. Must summarize a **research article** (NOT review papers, editorials, or introductions) appearing in an **peer-reviewed psychological journal**.
- 2. The summary must be 1 page, double-spaced, 1 inch margins, font size 12, typed, and written FULLY in the student's own words. Using AI tools is not allowed and will be detected.
- 3. The content must summarize the following 4 main points:
  - What question did the research set out to investigate?
  - What methods were employed to probe the question?
  - What were the main <u>findings</u>?
  - What is the "big picture" meaning of the research?
- 4. Also, a copy of at least the first page of the article MUST be submitted with the summary.
- 5. Each paper will count as 1 R-POINT.

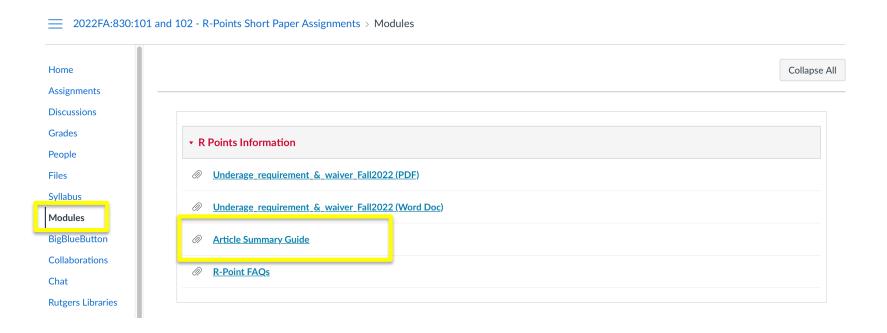
#### Helpful links:

- http://www.libraries.rutgers.edu/cms/indexes/descriptions/psycinfo
- http://www.libraries.rutgers.edu/rul/indexes/scholarly\_articles.shtml

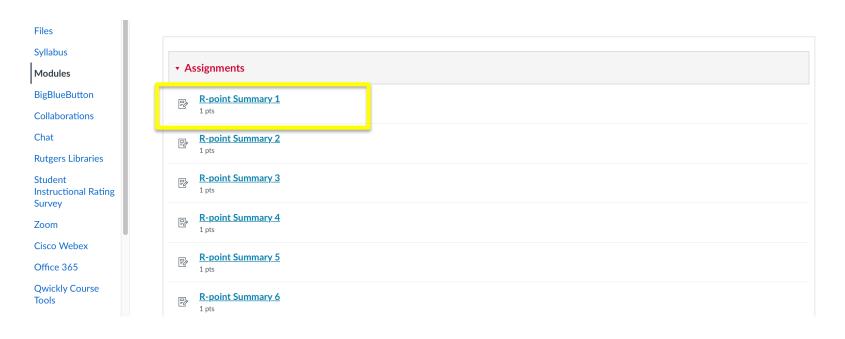
Find the "2024 SP:830:101 and 102 - R-Points Short Paper Assignments" Organization on Canvas



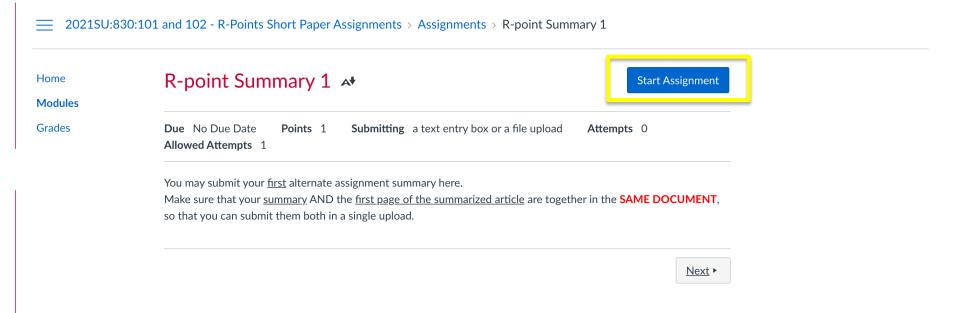
 The "Modules" tab contains the Article Summary Guide, with all the details you'll need for how to submit assignments



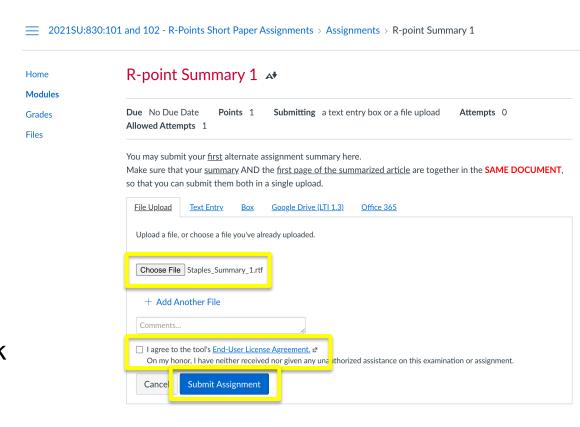
- You can submit summaries from the "Modules" tab
- If you are submitting multiple summaries, each summary should be submitted as a separate assignment



Click "Start Assignment"



- Title your submission in the format:"LastName Summary\_#"
- Upload the document from your computer (or Dropbox/Google Drive, if applicable)
- MAKE SURE YOUR
   SUMMARY / FIRST PAGE
   ARE IN THE SAME
   DOCUMENT!
- Agree to the End-User License Agreement and click "Submit Assignment"



Next ▶

### Handing In Alternate Assignments

2021SU:830:101 and 102 - R-Points Short Paper Assignments > Assignments > R-point Summary 1

You will get a confirmation message on the right side of the screen

R-point Summary 1 \* Home Submission Modules ✓ Submitted! May 21 at 11:34am Grades Due No Due Date Points 1 **Submitting** a text entry box or a file upload Attempts 1 **Submission Details** Allowed Attempts 1 **Files** Download Staples\_Summary\_1.rtf You may submit your first alternate assignment summary here. Make sure that your <u>summary</u> AND the <u>first page of the summarized article</u> are together in the **SAME DOCUMENT**, Comments: so that you can submit them both in a single upload. No Comments

### What is a "research article"?

- A <u>research article</u> describes the methods and results of a particular experiment or series of experiments designed and run by the authors of the paper
- DO NOT SUMMARIZE editorials, opinion pieces, introductions to special issues, or review papers – these will not receive credit
- A research article should have an introduction, methods section, results section, and general discussion
- Editorials, review papers, and introductions won't have these characteristics – instead, they may just summarize broad ideas without describing a specific experiment that was run

### Alternate Requirement

- For more information concerning the difference between peer-reviewed and popular literature, please go to <a href="http://www.libraries.rutgers.edu/scholarly\_articles">http://www.libraries.rutgers.edu/scholarly\_articles</a>
- Article summaries will not be graded until after the R-point deadline has already passed – you will not get the opportunity to edit and resubmit your summaries if they do not meet all the necessary criteria. Please make sure to adhere closely to all assignment requirements or you WILL NOT receive credit!

### What if I am under 18?

- Students who are under the age of 18 are excluded from the subject pool.
- Do not create a Sona account!
- Underage students are required to complete write a total of 4 1-page summaries of peer-reviewed journal articles in psychology.
- Underage students <u>MUST</u> submit an experiment waiver form and provide proof of age to the subject pool coordinator, their professor, or their graduate student TA.
- Experiment waiver forms are available by request via e-mail from the subject pool coordinator. If you are an underage student and you do participate in research via Sona, you will receive NO R-POINTS. If you create a Sona account, it will be deleted!

### What happens when I turn 18?

- Students who turn 18 during the semester will have two options:
  - Students may fill out the underage waiver form and complete the alternate requirement (4 article summaries)
  - Students may choose not to fill out the underage waiver form and instead participate in research upon turning 18.
    - 6 R-points required
    - Able to mix and match article summaries with research
- If students turn in an underage waiver form, they will not have the option to participate in research for that semester.
- Send waivers with your name & signature to me at <u>RutgersRpoints@psychology.rutgers.edu</u>, along with some form of ID that confirms your date of birth.

# What happens if I do not complete my R-Point requirement?

- If you fail to complete your R-Point requirement this semester, your grade for the course will be temporarily dropped 1 letter grade (So, your hard-earned "A" will become a temporary "B").
- You can amend this reduction by completing your R-Point requirement the following semester.
- You must contact the R-points coordinator and your professor upon completion of R-point makeups. Then and only the will your grade be changed back (in this example, back to "A").
- If you fail to complete the requirement the following semester, the grade will become permanent.

### Frequently encountered issues

- Timeslots fill up quickly
  - You may not find timeslots that work for you every time you sign in.
     Check back frequently to find ones that work for you. Researchers will be posting more as the semester goes on, so the more you check the better your options will be.
- Don't wait until the last minute
  - Again, slots fill quickly and more people are in the system by the end of the semester. Start early so you'll get a sense of how things work and get some of your points out of the way.

### Hints and suggestions

- Take the prescreening survey first!
  - It's online, takes less than 45 minutes, and awards two points. What an easy way to start completing your requirement!
  - Make sure you have time to complete it in a single session.
- If anything is unclear about the requirements of a study, look up the researcher's contact info and ask them for clarification.
- Opt for research over article summaries, if possible.



Chenqi Gao R-points Coordinator

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http://rutgers.sona-systems.com/