

## Introductory Psychology Applied Assignment Credit (AAC) Guidelines

**Purpose:** This assignment is an opportunity for you to see how psychology can be applied.

**Requirements:** You will need to earn **eight** applied assignment credits (AACs) which will count as 10% of your grade for Introduction to Psychology (PSY 1001). You may earn AACs in the three different ways outlined below by doing one or more of these options. *If you fail to complete the applied assignment by the due date your instructor sets, you will lose up to 10% of your grade.* Each AAC is worth 1.25% of your grade.

### Ways to Earn AACs:

- A. Sign up to **participate in psychology research**. Participation in research studies typically earns **1 to 3 AACs per study**; credits vary depending on how much of your time the study will take, but you'll know how many credits a study is worth before you sign up to participate. See below for the specific procedures to complete this option.
- B. Attend a lecture approved by the psychology department chair relating to psychology and **write a paper about the lecture**. In the paper you are to summarize the lecture and connect its content to what you've learned in Introduction to Psychology. The paper must be 2-3 double-spaced pages with 1-inch margins. Going to an approved talk and writing a paper about that talk earns **3 AACs**.
- C. **Write a paper summarizing an article** from *Current Directions in Psychological Science*. To complete this option you will go to the library or the library website (<http://library.auraria.edu/>) and select any article **published in the past 12 months** in the journal *Current Directions in Psychological Science* (papers on articles from other journals or publication dates will not fulfill this assignment). You will then write a 2-3 page paper (typewritten, double spaced, with 1-inch margins) reviewing the findings of the article. If your instructor requests this assignment be submitted in hardcopy format, you must staple a photocopy of the first page of the article to your paper. If your instructor request this assignment be submitted digitally, attach a full-text copy of the article with your submission. This option earns **2 AACs**.

### Guidelines for Research Participation (Option A)

Faculty and undergraduate students in the Department of Psychology conduct various research projects in different areas of psychology, and they need volunteers to participate in their studies. This is where you come in. If you choose to earn AACs by participating in a research study, you are agreeing to volunteer at least 30 minutes of your time.

**Rights:** You have the right to be treated with respect by the researcher. You have the right to a consent form before and a debriefing after the study. You have the right to leave a study at any time without credit or penalty. Please address any complaints to research pool coordinator, Dr. Garris ([cgarris@msudenver.edu](mailto:cgarris@msudenver.edu)).

**Policy Regarding Minors:** If you are under 18, you must obtain and submit written permission from a guardian in order to take advantage of this option. See the minor permission form at the end of this document for more details. If you would like to participate in research, have that form signed by a guardian and submit a copy to Dr. Garris ([cgarris@msudenver.edu](mailto:cgarris@msudenver.edu)).

### How do you find an appropriate project?

- To participate in an experiment go to: <http://msudenver.sona-systems.com>
- If you log in from home, set your browser to accept cookies and allow pop-ups for this site.
- **Your User ID is your msudenver email name** (the part of your email address that comes before @msudenver). For example, if sjones@msudenver.edu is your email address, then your User ID is sjones. If you use another email address, you must still sign in with the msudenver user ID. You may not change your User ID, but you can provide an alternate email address.
- **Your password is Metro2019** (no spaces). The first time you log in, please go to Profile and change your password. Once you have logged in you will be prompted to answer a few demographic questions. You may decline to answer but that will affect the studies that will be available to you. You will then be able to see all the research studies and select one.

- Sign up online to participate by clicking on “View Available Studies.” You will then be able to see all open time slots. All you need to do is click Sign Up.
- You may log in at any time to check and/or cancel studies for which you have signed up.
- Some studies may have certain restrictions, so please read the requirements carefully.
- Please make sure that your name is on the list of participants for each study. **If you are not on the list, you will not get credit for the study.**

#### **If you cannot log in by week 3:**

- Check whether your instructor has sent in the class list. If the list has in fact been sent, then please contact Dr. Garris at [cgarris@msudenver.edu](mailto:cgarris@msudenver.edu). **Send an email from your MSU Denver email address, and include your full name, the name of your instructor and the section of your class (e.g., PSY 1001-022).** Please do not email during the first two weeks of the semester, as it may take that long to enter class lists into the system.

#### **How to assure that you get credit for your participation:**

- Because research studies are often difficult to plan and rooms are hard to schedule, if you sign up for a time to participate in a study you must show up or **cancel at least 24 hours before the appointment** on the Sona website. If you miss an appointment you are considered an unexcused no-show.
- **If you miss two studies, you will no longer be able to sign up and participate in studies, and you will be canceled out of any future studies for which you had already signed up.**
- **If you are late for a study**—even by a few minutes—you may not be allowed to participate and may be counted as an unexcused no-show.
- **Please make sure that you are at the right room.** The rooms are clearly labeled. If you go to the wrong room you will likely receive a no-show.
- Some projects will require only 30 minutes of your time, while others will require an hour or more, and, therefore, participation will be worth more. Additionally, some studies can be conducted completely online, while other studies require in-person participation. In-person participation is worth more AAC credit. The researchers will determine, in advance, the time commitment and AAC credits associated with each study.
  - **Online Studies:** Each half hour of time spent as a research participant will equal 1 AAC.
  - **In-Person Studies:** Each half hour of time spent as a research participant will equal 2 AACs.
- You may participate in each study only once. You will not receive credit if you participate in a study more than one time.
- After you participate in a study, the researcher will give you a Debriefing Form. The researcher will assign the appropriate number of AAC credits through the Sona website. If the researcher hasn’t given you credit within 48 hours of your participation, please email the researcher. If you do not receive credit within 24 hours of contacting the researcher, please email Dr. Garris ([cgarris@msudenver.edu](mailto:cgarris@msudenver.edu)).
- If a researcher fails to show up for a scheduled appointment (within 10 minutes), you will still receive credit for participation provided you contact the Psychology Department administrative assistants **immediately** and this information is verified at the time of the scheduled session. After hours, please immediately email Dr. Garris ([cgarris@msudenver.edu](mailto:cgarris@msudenver.edu)). You will not receive credit if you do not contact the main office or Dr. Garris **immediately**.
- Studies will be posted at various times during the semester, so if you don't find one that is being conducted at a convenient time, check back every couple of days. Your instructor will not be able to tell you when new studies are going to be posted; you just have to keep checking.
- The Psychology Department is not responsible for offering enough studies for every student to participate. **Please note that there are very few studies available in the last two weeks of the semester.** You are encouraged to sign up early in the semester.

**Contact information:** For general questions, please contact the research pool coordinator, Dr. Garris ([cgarris@msudenver.edu](mailto:cgarris@msudenver.edu)). For specific questions about a specific study, please contact the researcher.

METROPOLITAN STATE  
UNIVERSITY OF  
DENVER DEPARTMENT  
OF PSYCHOLOGICAL  
SCIENCES

## PARENTAL PERMISSION FORM

Please return a copy of this signed form to Dr. Christopher Garris in the Department of Psychological Sciences.

Dear Parent or Guardian:

As part of the educational experience here at MSU Denver, we invite all students who are enrolled in our Introductory to Psychology course to participate in psychology studies during the course of the semester. This option is one of many that students can pursue in earning eight applied assignment credits (AACs), which will count as 10% of the student's overall grade. Other activities include attending professional talks on campus or writing summary papers of empirical articles. If your MSU Denver student is **under 18 years of age** and wishes to participate in the research studies, **your permission is required.**

Students can see a list of available studies in the Department of Psychological Studies on our research management website (<https://msudenver.sona-systems.com>). From this site, students can read descriptions of studies and sign up for available times. When they participate in studies, students can earn course credit or sometimes other incentives (like gift cards or small amounts of cash). Once this form has been received, the Introductory Psychology Coordinator will create an account for the student, allowing them to view and sign up for studies.

Participation is completely voluntary, and there is no penalty if a student does not want to participate in a study. Furthermore, if a student agrees to participate, he or she may discontinue participation at any time without penalty. All studies have been reviewed by MSU Denver's Institutional Review Board (IRB).

With your approval, your minor may choose to participate in the following kinds of studies:

- Surveys, interviews, and studies that use questionnaires or other verbal or behavioral measures.
- Studies that use sensors (e.g., a blood pressure device) or bodily fluids (e.g. saliva) to measure physiological and psychological reactions.
- Studies with minor deception in which participants are not told everything about the study until it is over.
- Studies in which information about the hypothesis and the experimental situation is revealed to the student after participation is completed. In this way, we seek to enhance students' learning experience by providing detailed information about Psychology as a social science.

Your minor **may not** participate in the following kinds of studies:

- Procedures that entail a risk of physical or emotional harm that is not experienced in their daily lives

Please enter your name and your child's name below to give them permission to participate in studies when the age requirement includes individuals under 18 years of age. Your child may **not** participate in studies when the age requirement is 18 or older.

\_\_\_\_\_  
(PRINT) Your Child's Name

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
(PRINT your name) Parent or Legal Guardian

Questions or problems? Contact the **Introductory Psychology Coordinator** at [cgarris@msudenver.edu](mailto:cgarris@msudenver.edu)

\_\_\_\_\_  
(SIGN your name) Parent or Legal Guardian