

LSU Psychology: Research Participation System

Researcher/P.I. Guide

General information

Contact information

- o Website: <https://lsuhumanresearch.sona-systems.com/>
- o System administrator: psyexp@lsu.edu

Logging in/requesting an account

- o LSU uses SSO (single sign-on) which requires users to log in with their myLSU credentials
- o If you do not have a researcher account, you will have to email the Sona administrator to request one

Setting up studies

Add a study

- o You will need to email your approved IRB to the Sona administrator and complete the "Application for Sona System Study Approval" which is a Google form – please request a link from the Sona administrator
- o If you are ready to collect data, make the study active so that the study will be visible to participants once the Sona administrator approves

Naming your study

- o Be sure to include the prefix "PSYC - ". This allows participants to find

- o Excused vs. Unexcused absences

Participants may cancel within the participant cancellation deadline without penalty

If a participant needs to cancel after this time period, they should contact the researcher directly. In general, an absence is considered excused if they notify the researcher in advance

A "no-show/unexcused" should be assigned if participants do not contact you before their scheduled timeslot