Frequently Asked Questions

How do I participate in the pool?
To participate in the pool, you will need to create an experiment management system (EMS) account. Go to the following web address to do so:

http://ureGINAca.sona-systems.com/student_new_user.aspx

Once your account has been created, you will need to log in to the system and find a study with timeslots available. Detailed instructions about signing up for studies and other aspects of the pool are provided on the psychology department website (see link below).

http://www.uregina.ca/arts/psychology/research-participants.html

It has been awhile, and I still have not received my login information.

First, please be sure to check your University of Regina e-mail account (not Hotmail, Gmail, etc.). Your login information will by default be sent there. The University of Regina email system gets backlogged at times, so the email could take up to 24 hours to arrive. If you are checking your U of R e-mail and it still hasn’t arrived after 24 hours, please contact the participant pool coordinator (partpool@uregina.ca).

Second, make sure that the User ID you used to create the account is your University of Regina e-mail account. If it is not, there is no e-mail account attached to your account and you will not be sent your log in information. If this is the case, please send your U of R e-mail address to the participant pool coordinator (partpool@uregina.ca) and he or she will be able update your account with the correct User ID.

When is the final day to participate in studies?
The last day of classes for the semester.

Immediately after I login, as soon as I click on any menu option, I am taken back to the login page and I see a message that my authentication has expired. What does this mean?

Your login may have expired; try logging in again. If you are still unable to login, your web browser may not be properly configured to accept cookies. You should turn on cookies in your web browser, try a different web browser, or try a different computer. If you are still unable to log in, and are certain you have an account on the system, contact the participant pool coordinator at partpool@uregina.ca.

How do I sign up for multiple courses?

When you log in to the participant pool for the first time in a new semester, you should be automatically directed to a page that asks you to select your courses. Select all courses that you are registered in. All courses that you have selected will be moved into a column on the right. Make sure these courses are only courses that you are registered in. If you are not taken to this screen or wish to add more courses to your list, click on the “My Profile” option from the top tool bar, then select “Change Courses”.
Can I bank study credits from previous semesters and use them in the current semester?

No. Credits from previous semesters are archived and stored in the participant pool's database. Although you will see these archived credits in your "My Schedule/Credits" section, these credits are not able to be transferred into another semester. You must participate in studies to earn bonus credits during the semester you wish to receive the bonus credits.

How do I check if I have received a credit for my participation?

To check to see if you have received a credit for participation, log into your participant pool account, click the "My Schedule/Credits" tab near the top of the screen and this will take you to a page where you can view all credits that have been granted to you from all semesters. To see if you have received credit for a study you participated in during the current semester, locate the title of the study and to the right of the study title will be the credit status. If you have received the credit(s) it will say "(1, 2, or 3) credits granted on (date)." Not all studies grant credits immediately or automatically, so it may take a few days for the credit to appear.

I participated in a study, but I have yet to receive credit. How do I receive credit?

The researcher must grant you credit. This is usually done shortly after your participation, but can take a few days. When you sign up for the study you will be asked to choose which course you would like the credit to go to. If a study is worth more than one credit all of the credits will go to the course that you chose when you signed up for the study, credits for one study cannot be divided between multiple courses. If it has been some time and you have not received credit, contact the researcher. His/her email will be listed within the study’s description page.

I participated in a study in class, but I cannot see the credit in my participant pool account.

Studies that are carried out in a classroom are the professor's responsibility and will not appear as a credit in your participant pool account. These credits are also likely to be added to your final grade at the end of the semester, along with any credits you may have earned in the participant pool. These credits will still count as one of your maximum 3 credits per course, so you should keep that in mind when completing studies in the pool. If you acquire 3 credits from the pool and have acquired additional credits from in class studies, you will still only receive a maximum of 3 bonus credits.

My participant pool credits are not assigned to the course I would like them to be, how do I change the course that my credits are assigned to?

To change the course a credit is assigned to go to the My Schedule/Credits section in your participant pool account. At the bottom of this page you will see all of your individual study sign ups, as well as the number of credits that you have received for those studies. Click the reassign button to the right of the study details to change the course that your credit is assigned to. Credits from previous semesters will have this option as well, but these are only archived credits for record purposes and will not count as a credit in the current semester.

Who can see the information about my sign ups?

Only the researcher and the participant pool administrator can see this information.
How many credits can I earn through online studies?

For on-campus courses, you may earn a maximum of 1/3 of your bonus credits by participating in online studies. For off-campus courses (e.g., televised, online), you may earn all of your bonus credits through online study participation.

I am an off campus student, but I still get a message that I can only participate in one online study. Why is this?

The most common issue that occurs with online participation among off campus students, is that the student has selected the wrong course in the participant pool. Although the student may have selected the correct course number and section, he/she may still be in the wrong course in the pool. This is because many off campus courses are televised or otherwise offered on campus as well; therefore, two versions of the same course are created in the participant pool to differentiate those who are taking the course on or off campus. If you are taking a course off campus, the course you need to select in the participant pool will be identified as OFF CAMPUS or WEB. Once you make sure you have selected the appropriate course, if you are still experiencing issues, contact the participant pool coordinator.

What happens if I miss an appointment to participate?

Effective September 2012, participants who do not show up for their scheduled timeslot will have one credit deducted from their total number of credits earned. For example, a student with two earned credits would lose one of those credits if she failed to appear for a scheduled participation.

How do I find out my course section number?

It is very important that you indicate the correct course. To find out what section of the course you are in, go to https://banner.uregina.ca/prod/sct/twbkwbis_P_WWWLogin. After you log in, go to Student Services -> Registration -> Detailed Class Schedule and select the appropriate term.

When I log into the online system and click “My Schedule/Credits”, under the column “Credit Status” it says I received “0 Credits granted on [date]” for a study I participated in during a previous semester. Does this mean I didn’t get credit for that study?

No, that doesn’t mean you didn’t get credit for participating in that study. The credit is now archived in your account and this is simply how credits from previous semesters are stored in the system.

When will new studies be added to the pool?

New studies are added to the pool whenever a researcher submits an application to the psych participant pool administrator, which can happen at any time during the year. As long as the administrator has no questions or concerns about the study, it may be added the same day the application was sent in. However, every year honours students need to complete a study for their program and typically these studies will be added to the pool between November and February.
My account says that I am eligible to earn 9 credits, but we have been informed that the maximum is set to 3. Why is this?

If your course is an online or off campus course your account will say that you are eligible to earn 9 credits, which can be confusing. The confusion is connected to the rule that participants can only earn 1/3 of their credits through online studies. An exception to that rule is that if you are taking a course over the web or off campus, you can earn all 3 of your credits through online studies (to accommodate those who are studying from a distance). However, the online system doesn't have the flexibility to allow 1/3 of credits to be earned through online studies for some classes and all credits to be earned through online studies for other classes. As a way to get around this the number of credits for web/off-campus courses are set to 9, which allows distance students to do 3 online studies.

In short, it only says you need to earn up to 9 credits because you are registered in a web-based course or an off-campus course. Note that although web-courses and off-campus courses are set to 9, you can still only earn a maximum of 3 credits for each psychology course.

My course has four (or more) credits assigned to it, but I thought the maximum was 3. What does this mean?

If you are registered in multiple courses in the participant pool it will be possible to assign more than 3 credits to one course; however, the maximum that you can earn in any course will always be 3. To resolve this, you will need to reassign the extra credit(s) to another course until your credits are appropriately distributed in that each of your courses has 3 or less credits assigned to them. Reassigning credits is answered in another FAQ.

All FAQ questions are also directly available online on the participant pool website.

If you have any questions about the Participant Pool, please contact the Participant Pool Coordinator.
The coordinator’s address is partpool@uregina.ca