

To: Graduate Students, Faculty, and Researchers Conducting Human Subjects Research

From: Dan Montello, Research Pool Coordinator

Re: Using the UCSB **Geography Research Pool**

The Geography Research Pool is available this year, providing a source of human research participants (human subjects) for studies conducted by faculty and graduate students. It is also intended that the pool provide an educational benefit to students who participate, including a first-hand exposure to some of the methods of human geography research and some of the research interests of department members. It is therefore important that you provide some educational feedback to the participants (typically) after you have tested or interviewed them. The Pool is managed by the Sona Systems web system: <http://ucsb-geog.sona-systems.com/>. You will need to be **registered** there to use the Pool, as will Geography students who wish to participate. **Do not go directly into classes to advertise your study and sign up participants unless you have cleared it with the class instructor *and* the Pool Coordinator.**

### Participation

Every quarter, students from Geog 5 (People, Place, and Environment) will be offered the opportunity to participate in the Pool. During some quarters, students from other classes may also be offered this opportunity, if the instructor wishes to make it available. Participation by students is always strictly voluntary. Students participating receive extra-credit points toward their grades in class. The extra-credit is 1% of the total class points per hour of participation. The maximum participation allowed for a quarter is 3% points per student (totaled over all classes offering the Pool and in which the student is enrolled). The availability of opportunities to participate is contingent on the research activities of department members in a given quarter; students can earn 3% only if there is enough research activity involving human participants to provide that much. **The last date for signing up students is the end of the 9th week of the quarter**, although data collection may be scheduled to take place until the start of Finals.

### Alternative to Participation

It is an ethical requirement to provide potential research participants who are being offered course credit for participation with an alternative to research participation as a way to obtain the credit (if no course credit is given for participation, no alternative is required). The alternative must be roughly equivalent to the research participation in effort, and the total amount of credit available in a given quarter for doing the alternative must be equal to the amount available for participating in research studies. The Geography Pool offers an **Annotated Bibliography** as an alternative to participation. A Bibliography of **five** references will be worth 1% of extra credit. Each reference must be to a journal article or book chapter (not a magazine or newspaper story), and include a full citation of author, year, title, source, pages, and a short description of the contents and relevance of the article or chapter. The five references must concern a **single topic** within any area of geography.

Students will be informed at the start of the quarter that the number of opportunities to do the

Alternative Bibliography that quarter will equal the number of research participation slots that are made available. For example, if all researchers in the department solicited a total of 100 hours of research participation in a quarter, only 100 Annotated Bibliographies could be turned in for credit. Here is how this works on the Sona system: Whenever a researcher creates and posts a new study on the system, the researcher will post a parallel “alternative study”—the alternative study will be named the same as its parent study followed by a hyphen and the phrase “Alternative Bibliography” (i.e., “Study A” and “Study A-Alternative Bibliography”). Students who wish to participate will sign up to do the regular study or the Bibliography, but not both (i.e., no “double dipping”). In order to make sure that the number of Alternative Bibliographies available matches the number of research slots, whenever researchers add slots to their study, they will add the same number of slots to their alternative study, with the same dates and times. This way, when time slots for the parent study have expired, so will slots for the Alternative Bibliography.

Both research participation and the Alternative Bibliographies are first-come/first-serve. The Bibliographies will be emailed to the Pool Coordinator at [pool@geog.ucsb.edu](mailto:pool@geog.ucsb.edu), who will check them for completion and record them for credit. Bibliographies will not be returned. **All Bibliographies must be turned in no later than one week after their sign-up date.**

### Access to the Pool

In order to sign up participants, you will need to register as a **Researcher** on the Research Pool web site. To do that, contact the Pool Coordinator, who will register qualified researchers. After you are registered, you can create your study and a corresponding Alternative Bibliography study on the system. Your study will need to be cleared by the Pool Coordinator; when you have posted your study, let the Coordinator know so it can be cleared. Once cleared, your study will be listed on the system, along with the alternative study. Interested students will go to the system to find out about your study, and decide if they want to sign up and when. Researchers will enter credit into the system for each participant who has shown up on time to participate. Credit records will be generated by the system and made available to instructors, researchers, and the Pool Coordinator. Requests to use the Pool may be made at any time during the year. **Make sure the Human Subjects Review Board on campus has accepted your use of human research participants before you attempt to collect data** (this is true wherever you get your participants, not just the Geography Pool). All people working with human research participants must register with the Human Subjects Committee by taking the online human-subjects training module.

All questions about the Research Pool, requests to use, student complaints, etc., should be directed to the Pool Coordinator at [pool@geog.ucsb.edu](mailto:pool@geog.ucsb.edu). The Coordinator of the UCSB Human Subjects Committee is Kathy Graham <[graham@research.ucsb.edu](mailto:graham@research.ucsb.edu)>. Human Subjects Committee information and forms may be found at:

Human Subjects Training Module

<http://hstraining.orda.ucsb.edu>

Human Subjects Information and Forms:

<http://research.ucsb.edu/connect/pro/prs1.shtml>