Signing up for Psychology Experiments
Instructions

- **http://experimetrix.com/vandy/**
- Experimetrix is a web site that handles the scheduling of all of the psychology experiments available for credit. It also keeps track of which experiments you participated in and how many credits you earned.
- You need to register to use the system (instructions are included here). You will need an e-mail address to register. You only need to register once.
- After you've registered, you may check the web site any time throughout the term for available experiments. Signing up for experiments is a one-click process!

- **Contents**
  - **How to register (7 steps)**
  - **How to sign up for experiments (5 steps)**
  - **How to see your schedule, cancel experiments, check your credits,etc. (3 steps)**
- **For help, contact suzie.dukic@vanderbilt.edu**

REGISTERING (Step 1 of 7)

- Open any web browser
- Point browser to home page:
  http://experimetrix.com/vandy/
- Click on
  new.user
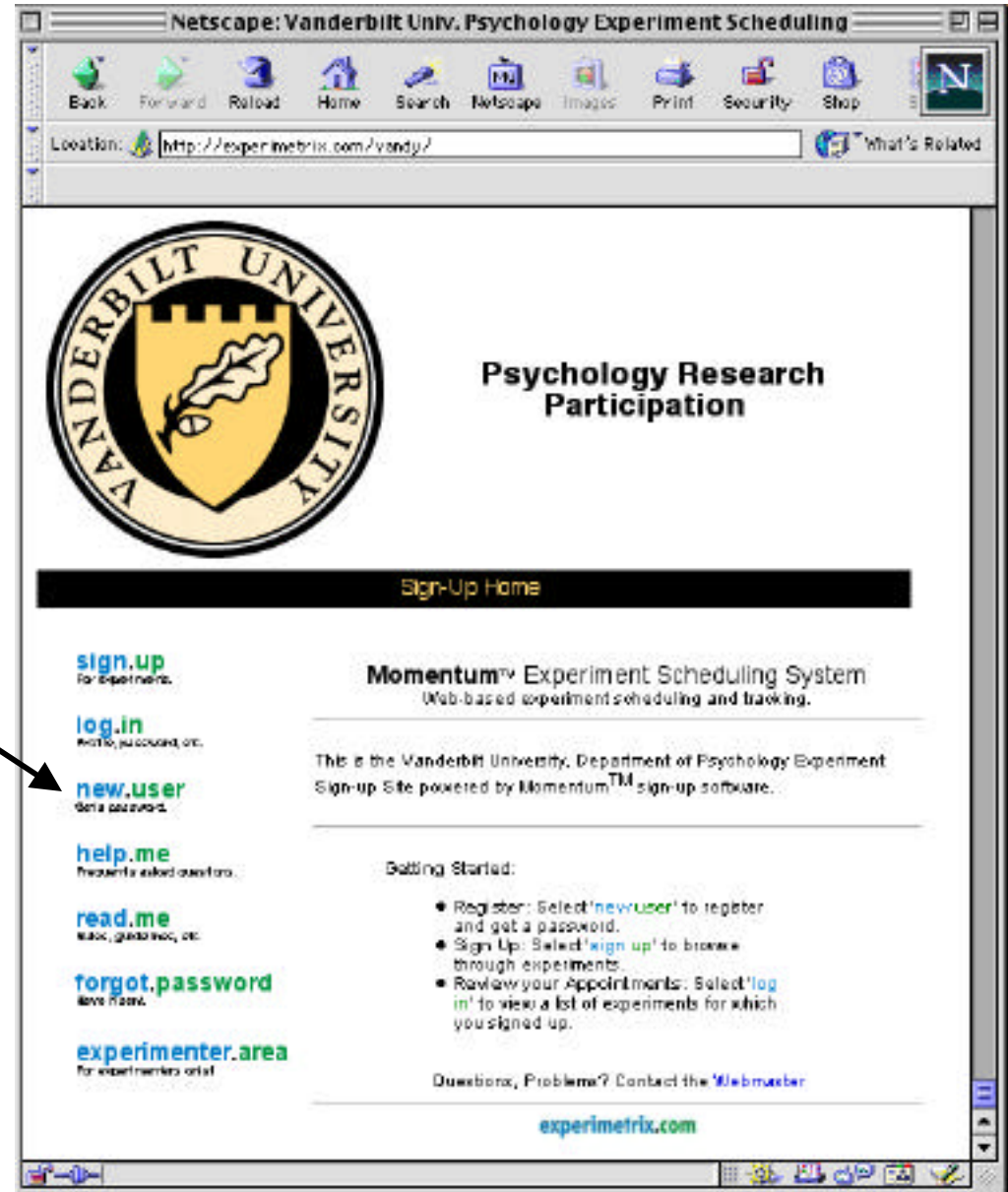
- Fill in all of the requested information, especially your student number (ID number)
- Make sure your student number is correct
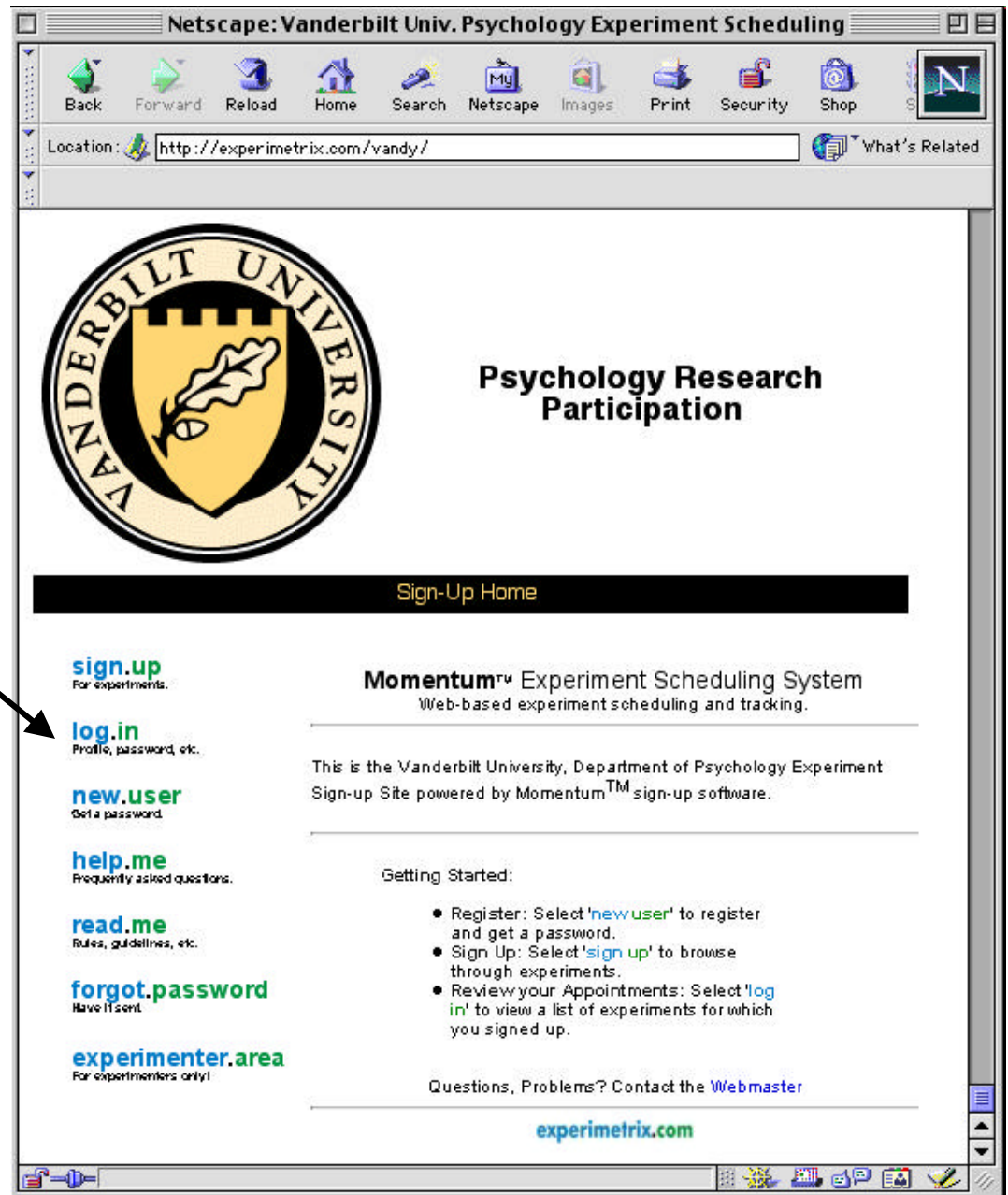- When you're done, press "register"

General Psychology Experiment Participation Instructions

- Your logon and password will be mailed to your e-mail account, so check your e-mail.
    - It may take a few minutes to arrive.
- After you've received your login name and password, you should log in. To log-in, return to the home page from this page by clicking on "sign-up home"
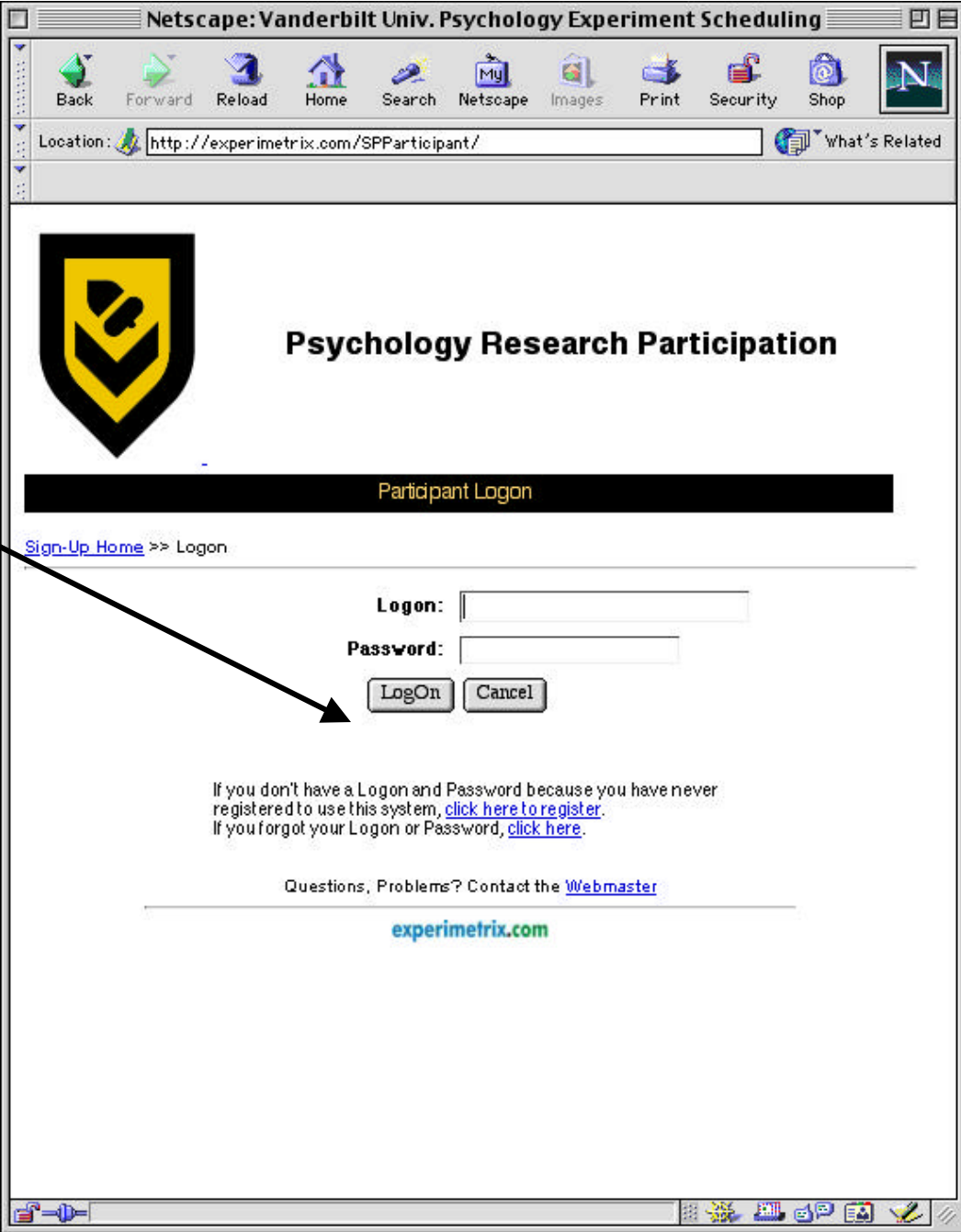

Psychology Research Participation

Get A Password

Sign-Up Home >> Get A Password

YOU MUST LOGON WITHIN **THREE DAYS** TO ACTIVATE YOUR ACCOUNT OR IT WILL BE REMOVED.
ALSO, YOU WILL NOT BE ABLE TO SIGN UP FOR EXPERIMENTS UNTIL YOU ACTIVATE YOUR ACCOUNT.

Your Logon and Password have been sent to your e-mail address. Once you receive them you will have to return to this site to schedule an appointment. Any appointment you might have attempted to sign-up for might not be available when you return since appointments can not be held.

- IMPORTANT: You need to log in to activate your account and to tell us which course you're in.
- Click on log.in
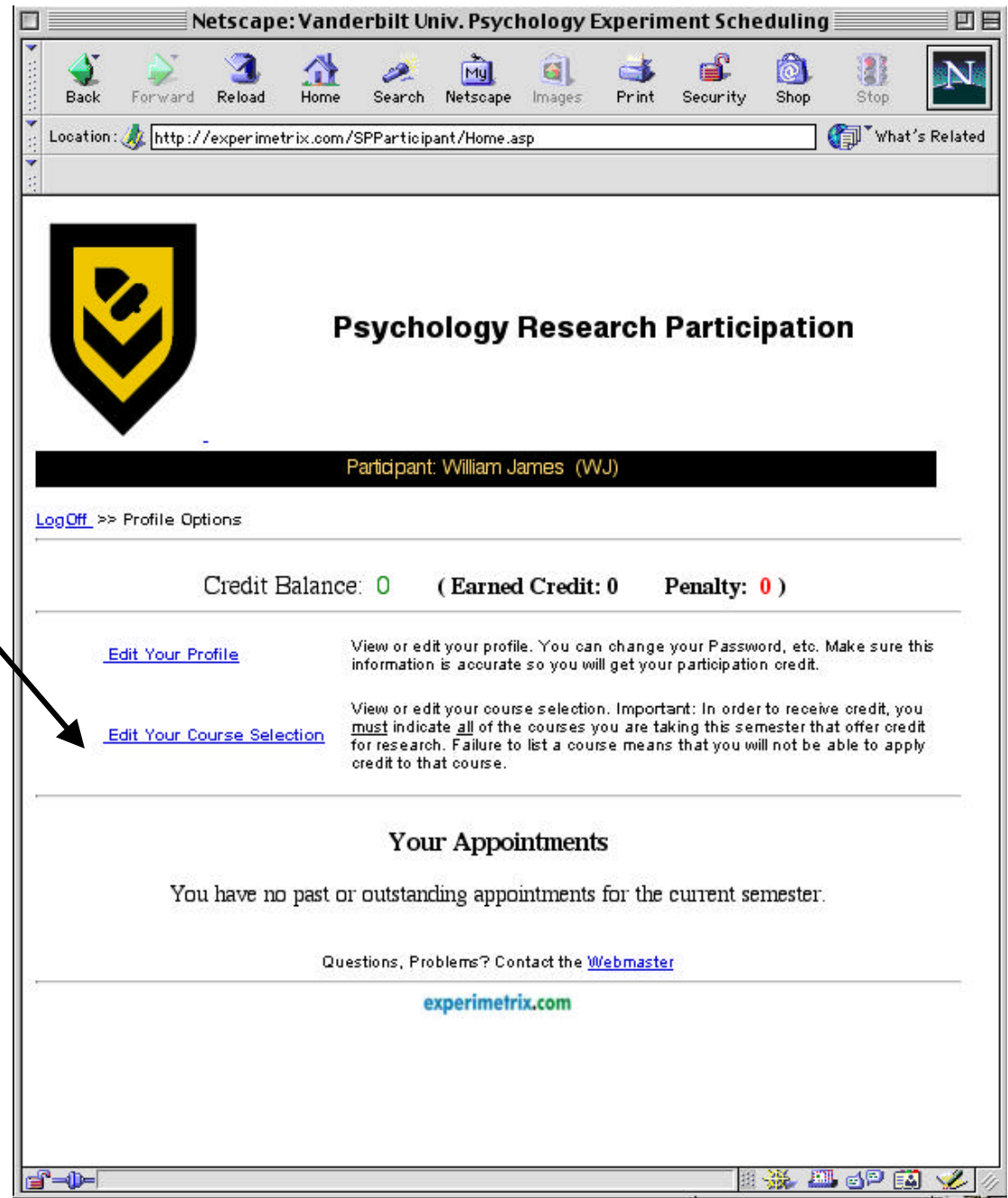
- Enter your LOGON and PASSWORD
- Click on "LogOn"

- Click on "edit your course selection"

- Determine which course you're in and click on the corresponding "select" button.

- IMPORTANT: click on "apply changes"

- That's it: you're all done. To log off, click on "logoff"

SIGNING UP FOR EXPERIMENTS
(Example: Step 1 of 5)

- Point browser to home page:
  http://experimetrix.com/vandy/
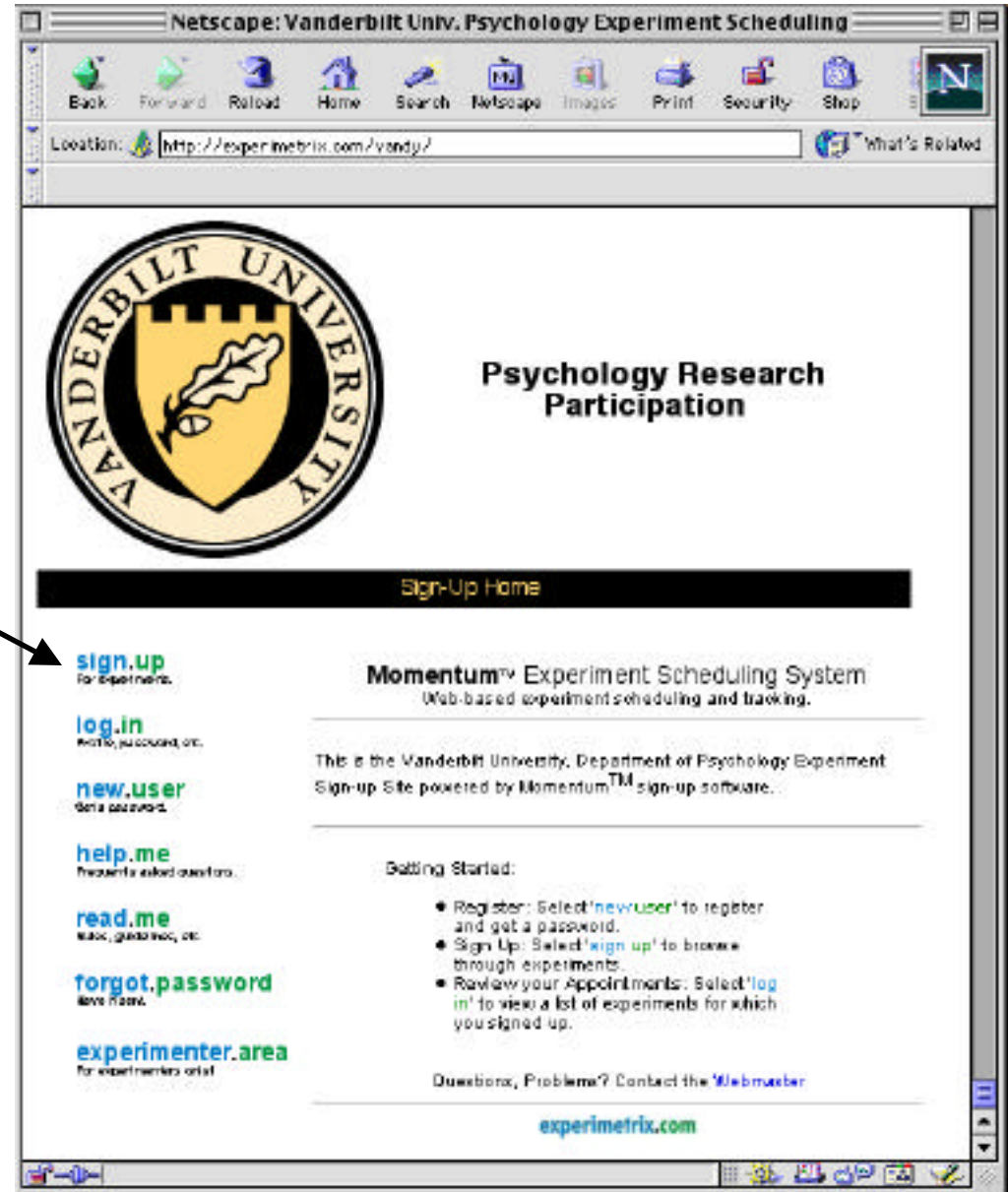
- Click on
  sign.up

SIGNING UP FOR EXPERIMENTS
(Example: Step 2 of 5)

- Browse through experiments.
  - (This example only has one experiment, titled "1". As the term progresses more experiments will appear here.)

- Click on "View Schedule"
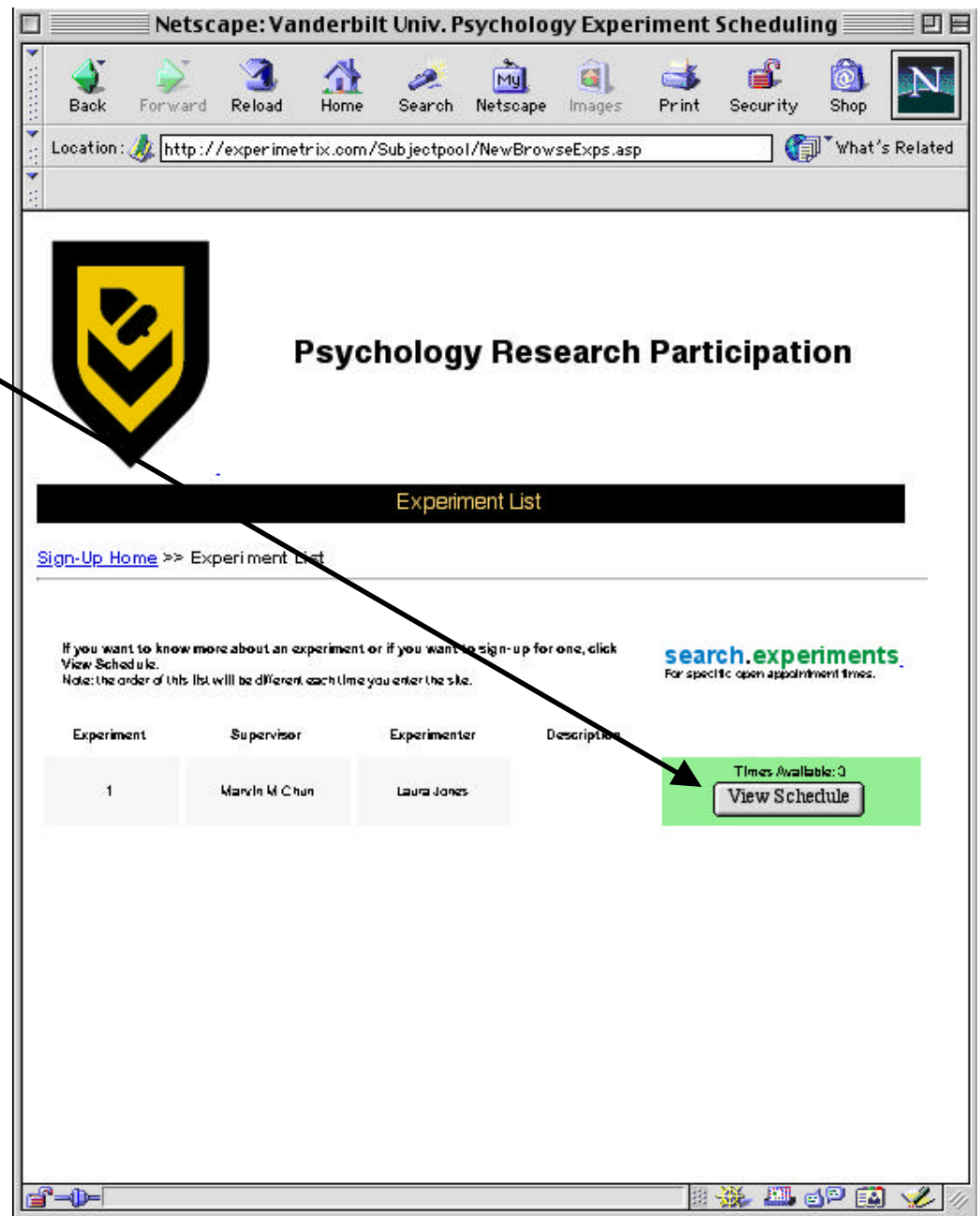
SIGNING UP FOR EXPERIMENTS
(Example: Step 3 of 5)

- If you don't see a time you like, click on "Experiment List"; this will take you back to the list of experiments (Step 2).

- If you see a time you like, click on "sign-up"
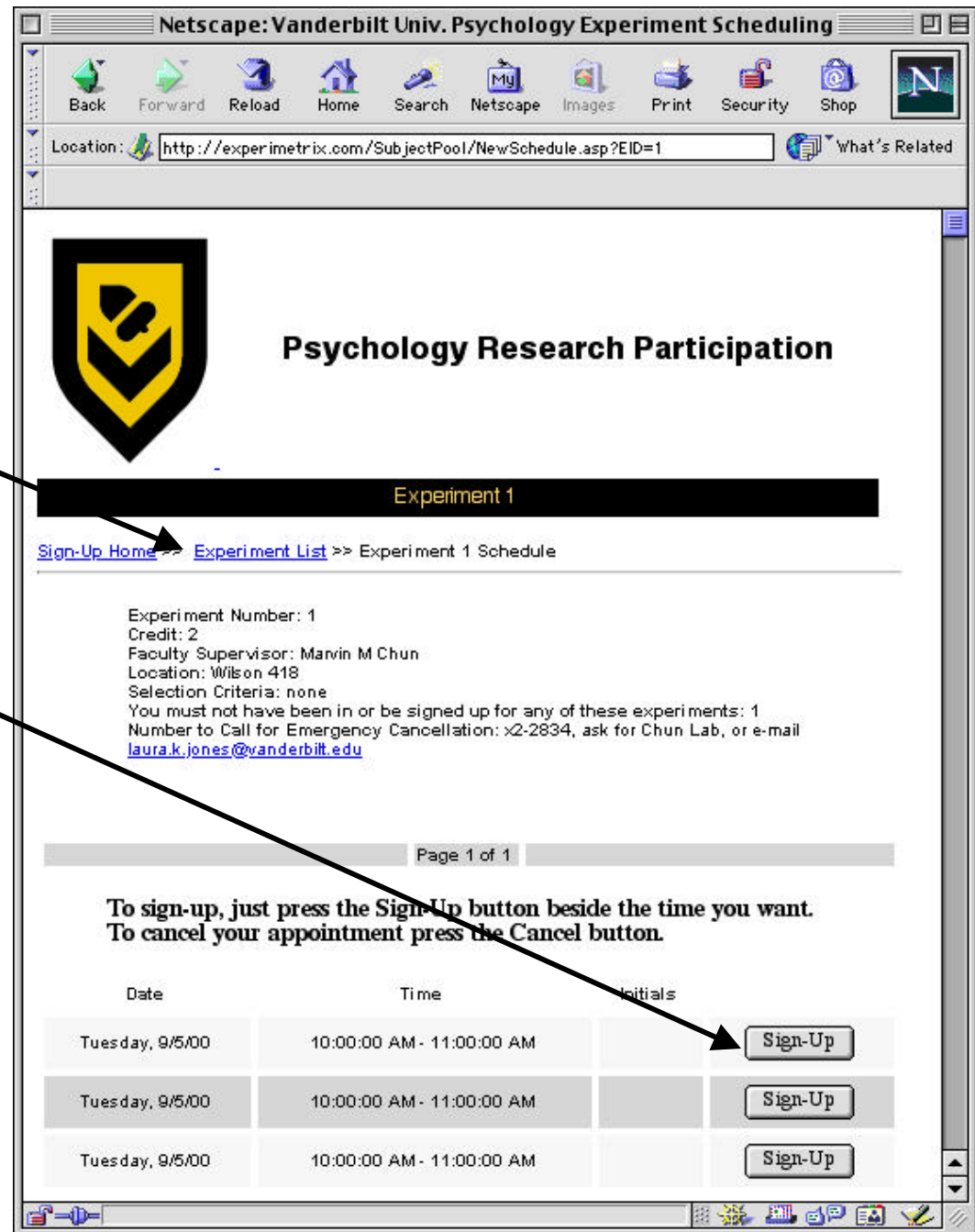
SIGNING UP FOR EXPERIMENTS
(Example: Step 4 of 5)

- Fill in your LOGON and PASSWORD
- Click on "Signup"

SIGNING UP FOR EXPERIMENTS
(Example: Step 5 of 5)

- That's it, you're done!
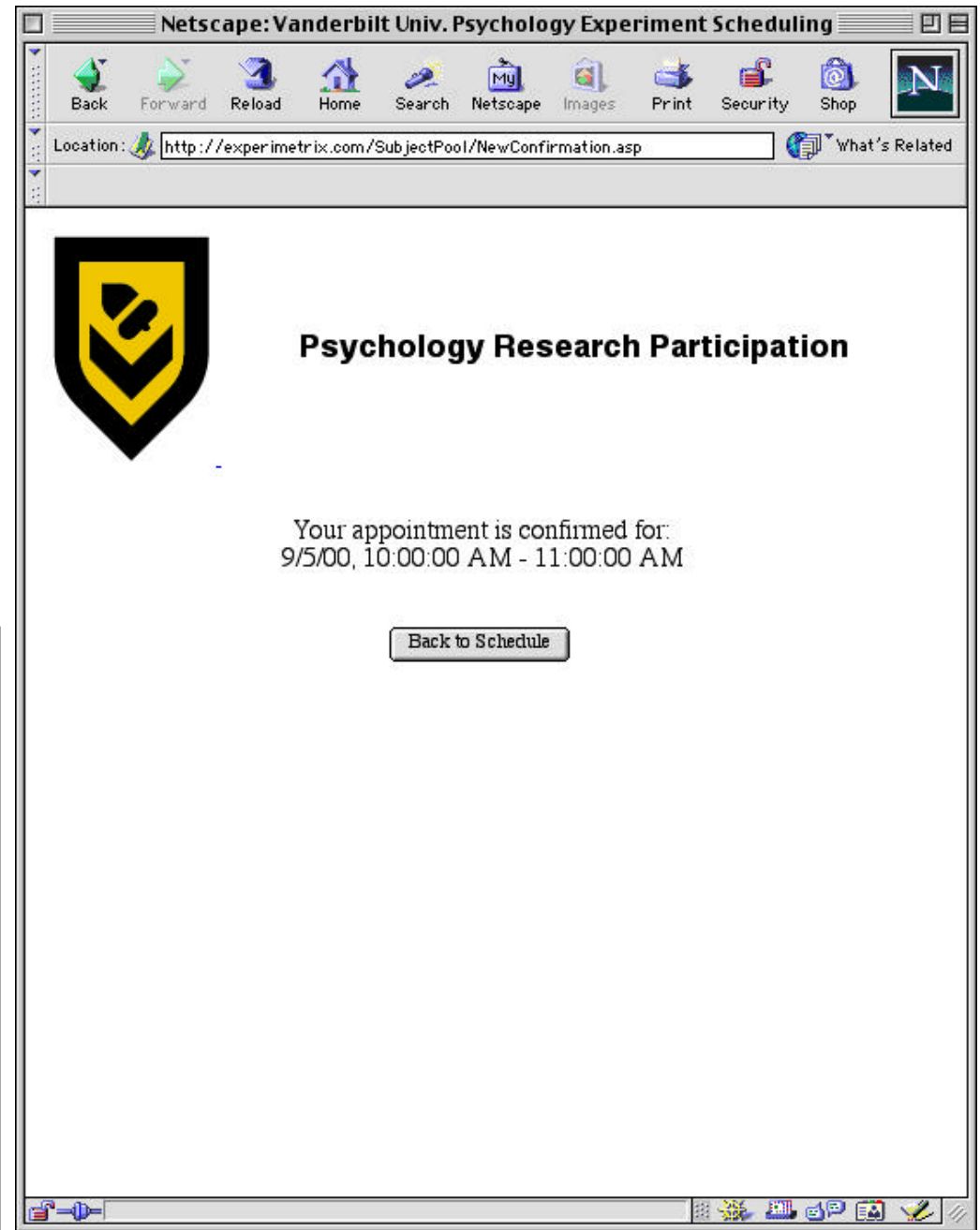- You will also receive a confirmation e-mail.

- You may also receive an email from the experimenter giving you more specific information about the experiment.

A NOTE REGARDING PAID EXPERIMENTS:
In addition to experiments that are offered for credit, some PAID research experiments may also be listed on experimetrix. All paid experiments have experiment numbers in the 100s and say PAID at the start of their description. You are welcome to sign up for a paid experiment, but note:
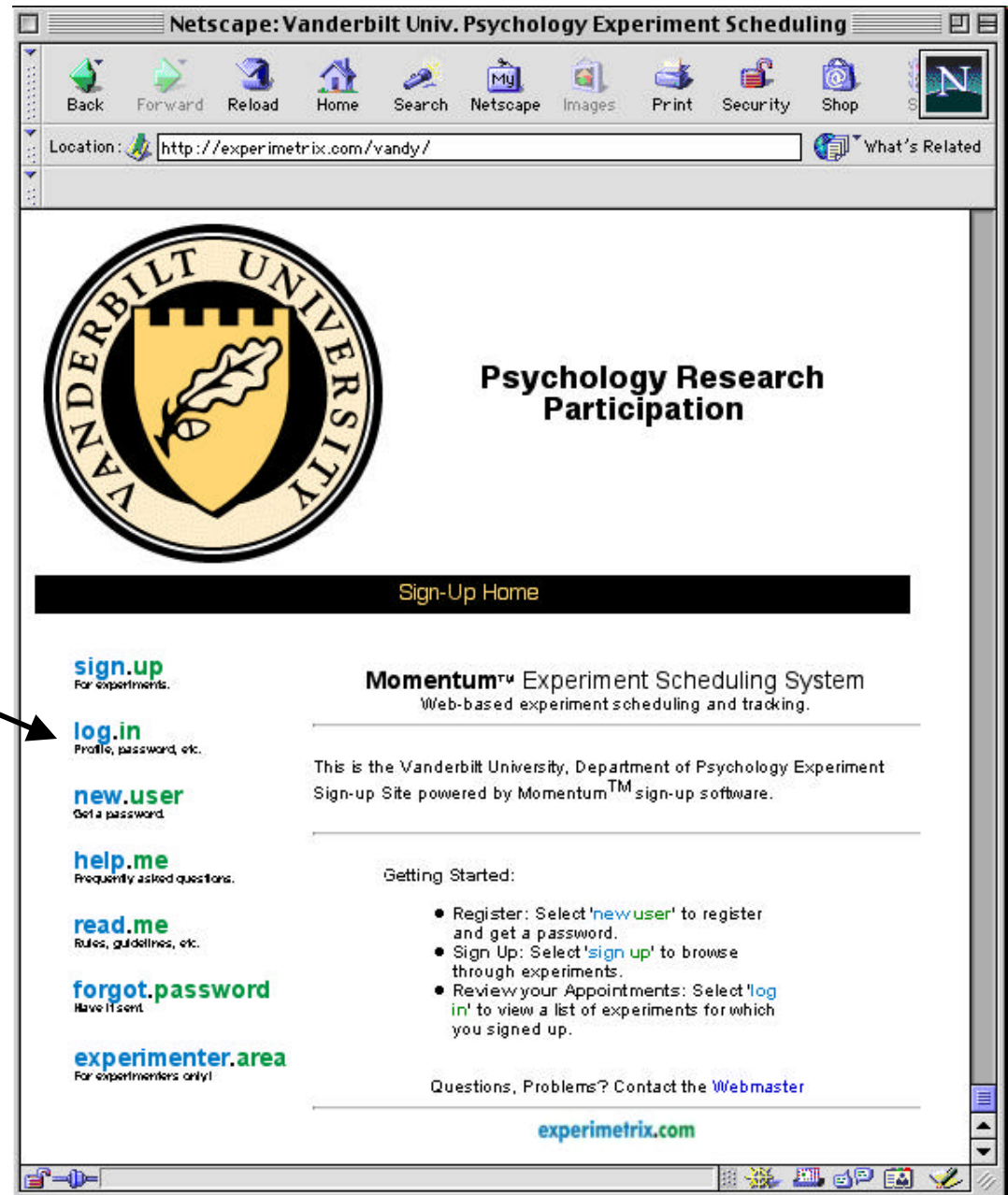1) You will not receive course credit for any paid experiment that you participate in.
2) Paid experiments often have exclusion criteria indicating that you cannot sign up for the experiment if you previously participated in a similar experiment for research credit (the specific experiment number will be listed).

Netscape: Vanderbilt Univ. Psychology Experiment Scheduling

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Location: http://experimetrix.com/SubjectPool/NewConfirmation.asp   What's Related

Psychology Research Participation

Your appointment is confirmed for:
9/5/00, 10:00:00 AM - 11:00:00 AM

Back to Schedule

CHECKING YOUR SCHEDULE AND ACCOUNT (Step 1 of 3)

- **You may check your schedule and account**
  - To see where your appointments are located.
  - To cancel.
  - To confirm how many credits you've earned.

- **Click on log.in**

- Enter your LOGON and PASSWORD.
- Click on "LogOn"

- You may check your schedule and account
  - To see where your appointments are located.
  - To cancel, click on "cancel".
  - To confirm how many credits you've earned.

- Don't forget to logoff when you're done

- If you have to cancel an experiment on short notice, please contact the experimenter directly.
- Failure to show for an experiment that you have not cancelled will result in a penalty of 1(ONE) credit.

General Psychology Experiment Participation Instructions