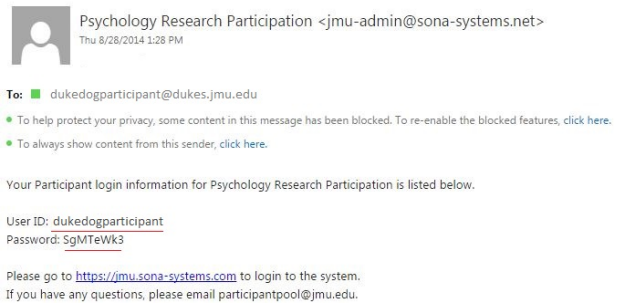


Welcome to the new JMU SONA systems Participant Pool!

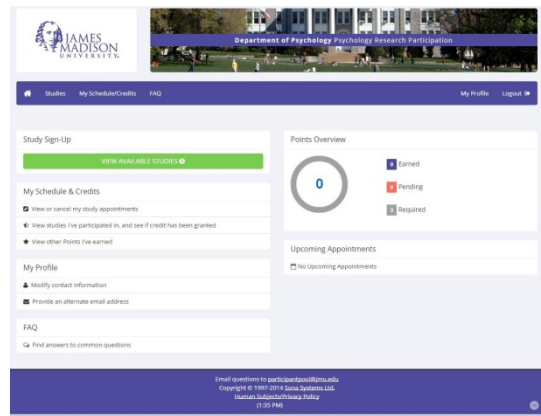
This tutorial explains how to successfully navigate the newly updated participant pool website. Once you have been allowed access to the participant pool, follow these steps to sign up and view credits for studies.

Once the Participant pool becomes live during the third week of the semester, all students that require access to study sign-ups will be added to the system. Upon addition to the participant pool, participants should receive an email to their dukes.jmu.edu account with a randomly generated password for SONA.

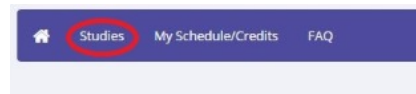
1. Use your User ID and Password to log in to SONA systems at <https://jmu.sona-systems.com>.



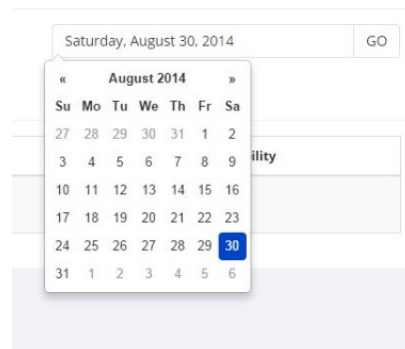
2. You will be brought to the SONA systems homepage for your account. This page will allow you to navigate around the site.



3. To sign up for and view studies click the “Studies” button in the upper left hand corner of your homepage toolbar.



4. Under this tab you will be able to view active studies. By using the drop down calendar, you can pick a date that best fits your schedule.



- To view and register for a timeslot to attend a study, select “**Timeslots Available**” for the experiment of your choice.

Currently Viewing: **Studies with available timeslots on Saturday, August 30, 2014**



View studies with available timeslots on :

[View All Studies](#)

Available?	Study Information	Eligibility
View Timeslots Available	PSYCHFAKE (1 Points) This is a test description	

- You will be brought to a more in depth description of the experiment, including: credit points available, duration, and type of study. To register select “**View Timeslots for This Study.**”

Study Information

Study Name	PSYCHFAKE
Study Type	 Standard (lab) study This is a standard lab study. To participate, sign up, and go to the specified location at the chosen time.
Points	1 Points
Duration	60 minutes
Abstract	This is a test description
Researcher	Duke Dog Researcher 
Principal Investigator	JMU Professor
Deadlines	Sign-Up: 1 hour(s) before the appointment Cancellation: 1 hour(s) before the appointment


[View Time Slots for This Study](#)

- Select an available timeslot from the list by clicking “**Sign Up.**”

Timeslots for Study

Date	Location	Sign Up?
Saturday, August 30, 2014 9:00 AM - 10:00 AM	Miller 1170	Sign Up

- You will be brought to a confirmation screen with all the details of the study. You will also be sent a conformation email to your @dukes.jmu.edu account with a reminder about the time and date.

System Message: Sign-up Successful 

Your sign-up has been completed. Please copy down the following information:

Signup Information

Study Name	PSYCHFAKE
Date	August 30, 2014 9:00 AM - 10:00 AM
Location	Miller 1170
Brief Description	This is a test description
Researcher	Duke Dog Researcher
Principal Investigator	JMU Professor

If you have any further questions, you may contact the researcher or the principal investigator.

9. Upon completion of the study, points earned will be reflected on the home page.

The screenshot displays a user dashboard with the following sections:

- Study Sign-Up:** A green button labeled "VIEW AVAILABLE STUDIES" with a right-pointing arrow.
- My Schedule & Credits:** A list of links: "View or cancel my study appointments", "View studies I've participated in, and see if credit has been granted", and "View other Points I've earned".
- My Profile:** A list of links: "Modify contact information" and "Provide an alternate email address".
- FAQ:** A link labeled "Find answers to common questions".
- Points Overview:** A circular progress indicator showing the number "1". To its right are three categories: "Earned" (blue square), "Pending" (red square), and "Required" (grey square).
- Upcoming Appointments:** A link labeled "No Upcoming Appointments".