

FREQUENTLY ASKED QUESTIONS

If you don't see an answer to your question here, please check the C-REP Student Guide, which provides more detailed information.

Do I have to open an account to earn credits via C-REP?

Yes. You need to visit <http://osucomm.sona-systems.com/> to open a new account, unless you already have one.

I previously opened a C-REP account but my username/password is not working. What should I do?

Use "Forgot Password" function on the C-REP website. If it does not work, you can contact the pool administrator for assistance. I did not receive any email with my password. What should I do? Please check your junk folder first. If there is no system generated message in there, you can contact the pool administrator for assistance. You should also make sure you put your name.# as your username when you set up your account. The system automatically recognizes this information as your primary email address.

Is taking the prescreening survey optional?

No. All students who use C-REP have to take the prescreening survey. You earn .5 credits for completing it.

I am not receiving any of the confirmation emails. What should I do?

Please check your junk folder first. Alternatively, you can go to your C-REP account to access the study session-related information. It is the student's responsibility to note the researcher's contact information, date, time, and location of each and every session you sign-up for.

Where can I find the important dates for C-REP?

You should consult the student guide for important dates and deadlines.

How do I know where my lab session will take place or who the researcher of a study is?

The system lists your signups with all the information you need to know. It is students' responsibility to note the researcher contact information, date, time, and location of each and every session you sign-up for.

The credits I earned do not show up on my C-REP account. What should I do?

Allow researchers 48 hours after your participation. If your credits do not show up even after 48 hours passed, contact the researcher.

The credits I earned do not show up on my Carmen/Canvas account?

Sona and CarmenCanvas are not linked. Use Sona to monitor your research credits until they are posted on CarmenCanvas by the instructor. Credits are typically posted during the exam week.

I do not see any available studies. What should I do?

Make sure you do not have any “unexcused no shows.” If you have one or more, you need to complete an alternative assignment for each session you missed before you will be able to access other studies. If there is not a hold on your account and there are still no studies available to you, please check back after the midterm deadline for more studies. You can also earn additional credits by completing an alternative assignment.

Will the system send me a reminder for my upcoming studies?

You should receive an e-mail reminder one day prior to any study you’ve signed up for. Failure to receive a reminder is not, however, an excuse for missing a session. It is your responsibility to note the date, time, and location of each and every session you sign-up for.

What should I to do to cancel a session?

You may cancel your participation in a study via Sona up to 24 hours in advance of the scheduled session. If there are less than 24 hours until your session starts, you must contact the researcher directly.

How do I make up a missed session?

You need to complete an alternative assignment to make up for any unexcused no-show. You will not be able to sign up for other studies until you do so.

What is the topic of the alternative assignment?

If you do not wish to participate in research or are not eligible for studies due to age/prescreening restrictions, you can earn equivalent credit by completing an alternative assignment.

You may also want an alternative assignment if a) you’re under 18 years old, b) have an unexcused no-show for a session, or c) just want to learn about research and fulfill the learning requirement credits without participating in a study.

There are two types of alternative assignments: (a) completing modules of an online research ethics and safety training (i.e., CITI training) and/or (b) reading and writing a critique of a published research article. The CITI training is the primary form of alternative assignment, but you can request the article critique assignment if you have previously completed CITI training.

For either type of assignment, you must email the C-REP coordinator to request the assignment. Alternative assignments will be assigned to you by the C-REP coordinator.

Can I request more than one article at a time?

You can only work on one article at a time. Regardless of how many you request, the participant pool coordinator will only send you one article. You can request another one when you submit the one that was previously assigned.

What is the maximum number of credits I can earn via alternative assignments?

For CITI training, a successful completion of each module (getting a score of at least 80% on quiz) earns you 0.5 credits. There are 25 modules in total, which means you may earn up to 12.5 credits if you complete all 25 modules.

For article critique, you can earn up to 2 credits per assignment.

I want to change my course selections. What should I do?

You can update your course selection any time during the program. Select the “My Profile” tab on SONA. On the right-hand side of the screen, you can select “Change Courses,” where you’ll then be able to add/remove classes.

How do I manage enrollment in multiple courses in C-REP?

When you sign up for a study, select the course to which the study’s credits will be applied.

I’m enrolled in 1100 and 1101. Do the credits I’ve earned count for both courses?

Each study’s credits can only be applied to a single course. For example, suppose you’ve completed two studies worth 1 credit each. In this case, you could apply 1 credit to course 1100 and the second credit to course 1101.

I want to change my credit allocation. What should I do?

Navigate to the “My Schedule/Credits” tab, go to the study you want to transfer to another course, and select “Reassign” in the “course” column.