

ACTION PLAN

Group:

Coordinator:

Day & Time of Experiment Sessions:

How many sessions are required? How long will each session last?

What needs to be reserved?

Computer Lab or Classroom or Both

Number of desired subjects needed per session?

What's the minimum number of subjects that will work?

What's the maximum number of subjects that will work?

Do your subjects need to have "special characteristics"? (For example, certain majors, certain gender, etc.)

What is your recruitment plan? How will you contact your recruits? Do you plan to recruit from a particular class? What if you have too few recruits? What if you have too many recruits?

While class extra-credit points and pizza will be enough (hopefully) to get the subjects there, what will be the inside-the-experiment incentives? How will you keep your subjects interested and motivated throughout the session? Will you be able to “pay-off” at the end of the session?

I’ll pay for the pizza, but who’ll be responsible for the “pizza process”? What about drinks, napkins, etc.? Who informs the recruits of time & place? Who takes care of the instructions? Who gets back to the professors concerning subject

participation? How will the sessions be organized? Will you have enough help? In what order will the experiments be run? Do you need to worry about sequence effects, learning effects, or biases across experiments since the subjects will likely take part in multiple experiment?

What is the evaluation scheme for the Action Plan? How will free-riding be controlled? How will I know if the Action Plan is carried out successfully? How do I evaluate the coordinator?