



# **Telfer Research Participant Pool: What, Why, and How**

**Thriving ASI**

# ISPR: The Integrated System of Participation in Research

## What is it?

- uOttawa initiative that helps introduce undergraduate students to research via participation in studies conducted by uOttawa researchers.
- School of Psychology, Department of Communication, Department of Linguistics, and now, the Telfer School of Management are members of ISPR.
  - ISPR is a service offered by the [INSPIRE](#) lab, a [CORE research facility at uOttawa](#)
- Each School/Department associates ISPR with an introductory course.
  - At Telfer, ISPR is a component of ADM 2336/2736 (Introduction to Organizational Behaviour).
- The Integrated System of Participation in Research procedures were developed in compliance with the [Tri-Council Policy Statement on Research with Humans](#). The procedures have been reviewed by the [University of Ottawa Research Ethics Board](#).

# ISPR: The Integrated System of Participation in Research

## Why did we join?

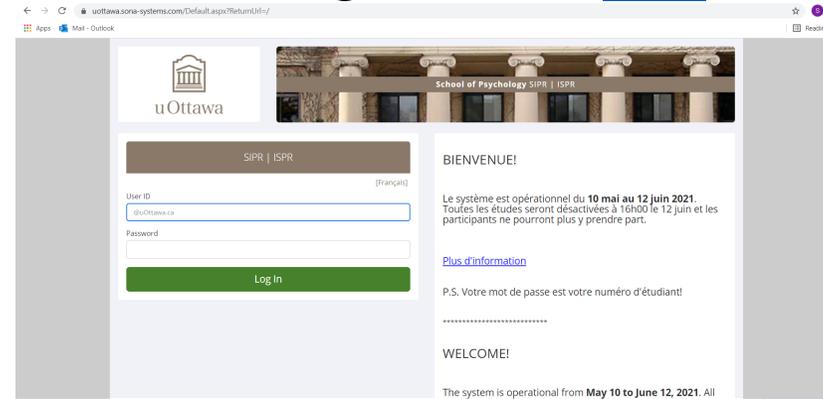
- Contributes to student experience by familiarizing students with the research process and spark interest in research-based graduate programs.
- Provide avenues for data collection for Telfer researchers (faculty members, grad students, and UROP students).
- Most research-intensive Canadian business schools have research participant pools.
  - Wilfrid Laurier School of Business; Queen's School of Business; Sauder School of Business, University of British Columbia; Rotman School of Management, University of Toronto; Ivey School of Business, Western University; Paul J. Hill School of Business, University of Regina; Asper School of Business, University of Manitoba; John Molson School of Business, Concordia University; Haskayne School of Business, University of Calgary; DeGroote School of Business, McMaster University.
- Most research-intensive US business schools, and most Social Science faculties in North America do as well.

## ISPR: [Integrated System of Participation in Research](#)

- At Telfer, the ISPR educational component is connected to ADM 2336/2736
- Students earn a maximum of 4 grade points for participating in research.
  - 1 hour of research participation = 1 point.
- Data collected is anonymous and confidential
  - Students log on to ISPR with their ISPR ID number, which is known only to them.
  - Professors teaching 2336/2736 do not know which of their students participated, and whether they chose the alternative assignment.
- The alternative to signing up for research studies is to view videos or listen to podcasts on topics related to human behaviour and research methods.
  - E.g., TED Talks by researchers, podcasts discussing research, videos of research addresses including our ASI speaker series
  - These resources are determined in advance and students can engage according to interest.
  - Please send Silvia Bonaccio ([Bonaccio@telfer.uottawa.ca](mailto:Bonaccio@telfer.uottawa.ca)) an email with suggestions of management-related videos or podcasts.

# What is the experience like for students?

- During the semester, students can log on to the [ISPR](#) with a unique and confidential ID.



- They first fill out a pre-screen questionnaire containing general questions (e.g., whether they want to complete studies in English and/or French, basic demographic items). They can skip any items they do not wish to answer.
- They then select the studies in which they want to participate from a list of study descriptions.
  - Each study description contains the time commitment and associated credits.
  - Some studies are done online, others are in person (in non-COVID times).
  - The pre-screen questionnaire helps filter out studies for which students are not eligible (e.g., a study conducted only in French).
  - The ISPR system tracks students' progress, reminds them of their study appointments, etc.

# How to leverage ISPR to collect data?

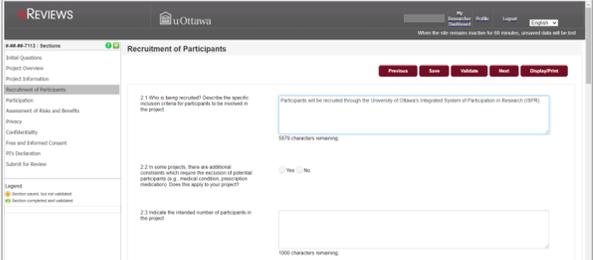
- uOttawa Research Ethics application:
  - Submit a new application or a modification request for a study in eReviews
  - We have created a guide that helps you fill out the REB form for studies using ISPR

**Helpful ISPR Information for REB Applications**

The Integrated System of Participation in Research procedures were developed in compliance with the [Tri-Council Policy Statement on Research with Humans](#). The procedures have been reviewed by the [University of Ottawa Research Ethics Board](#).

A few sections in the eReviews application require information pertaining to recruitment through ISPR. The text included in the screenshots below are provided as samples that you may use in your own application. For ease of copying and pasting, the text is also included in a table (see Appendix 1, at the end of this document).

**Recruitment of participants**



The screenshot shows the 'Recruitment of Participants' section in the eReviews application. It contains three numbered questions with corresponding text input fields:

- 1. Who is being recruited? Describe the specific inclusion criteria for participants to be involved in the project. (500 characters remaining)
- 2. Do you intend to recruit additional participants? (Yes/No radio buttons) (200 characters remaining)
- 3. Indicate the intended number of participants in the project. (1000 characters remaining)

<https://telfer.uottawa.ca/en/research/support-for-professors-and-graduate-students/tools/>

- For Fall 2021 ISPR use, make sure to submit ethics request this summer
  - July 1 (REB will review student Msc or PhD research only), August 1

# How to leverage ISPR to collect data?

- At the same time as you create your REB application, contact the ISPR team ([isprsipr@uottawa.ca](mailto:isprsipr@uottawa.ca)) to request an ISPR account (only need to do this the first time you use ISPR).
- Once your ISPR account is active, you can set up your study on the [ISPR](#) portal.
  - ISPR is run through SONA, the most popular participant pool software.
  - The ISPR team is available to answer questions about setting up your study. They will also share the SONA manual.
  - If it's your first time using ISPR, the ISPR team welcomes inquiries to trouble-shoot any issues before you create your study.
- When ready, you can activate your ISPR study in the portal and request ISPR approval through the ISPR system with REB certificate attached.
  - The ISPR team will check the study parameters and do an administrative approval.
- The final step to make sure that the study is visible to participants is to include timeslots for participation.

# How to leverage ISPR to collect data?

- Adding temporary questions to the pre-screen questionnaire
  - It is possible to add a limited number of questions to the pre-screen questionnaire.
  - Temporary questions are added for one semester, and new requests can be made to extend them into a new semester.
  - The invitation to submit and the process for submitting temporary questions is described in the ISPR newsletter. The Telfer Research Office will forward the newsletter on behalf of ISPR to Telfer faculty and graduate students in research-based programs.
- The participant pool is largest early in the semester. It's a good idea to plan on launching your study when the pool opens.

# Where to go for more information?

- Telfer Research Office
  - <https://telfer.uottawa.ca/en/research/support-for-professors-and-graduate-students/tools/> and look for the ISPR section
    - You will find the REB How To guide
  - Rania Nasrallah ([rania.nasrallah@telfer.uottawa.ca](mailto:rania.nasrallah@telfer.uottawa.ca))
- The ISPR team
  - [isprsipr@uOttawa.ca](mailto:isprsipr@uOttawa.ca)
  - They are always available to help answer questions about logistics of setting up a study through ISPR.
  - We recommend you use “Question from Telfer Researcher about.....” in your email subject line so that we can work with the team to easily collect the most common questions posed by Telfer researchers and update these slides and the REB How to guide as required.



Questions?

