

Experiment Development Policies and Procedures Economic Science Lab, University of Arizona

The ESL is an environment ready made to run incentive-based, computerized, interactive or individual, decision-making experiments. The ESL maintains a deception-free subject pool.

SCHEDULING AN EXPERIMENT

Researchers will need to register the experiment with the Laboratory Manager. Once the experiment is registered, a researcher can schedule the experimental sessions.

Experiment registration requires

1. Human subjects approval
2. Summary of experimental design, including number of subjects, sessions, and range of payoffs
3. Name of the funding institution and other principal researchers

The ESL staff summarizes material from (2) and (3) above as supporting documentation for periodic reports on lab activities. Parts (1) and (2) are needed to verify that each experiment observes ethical standards for research involving human subjects and that the subject pool remains deception-free.

RECRUITING SUBJECTS

One week prior to running an experimental session, recruitment of human subjects begins. Before subjects are recruited, the experiment must be ready to run. The materials needed to run the experiment include:

1. Experimental software (installed in the lab and stress-tested)
2. Protocol (including script, consents, receipts, random draw devices, etc.)
3. Final recruitment parameters
4. Arrangement for cash or gift cards for payment

The goal of the operations staff in the lab is to substantially increase subject show-up rates. To that end,

- Experiments will start on time,
- Experiments will be completed within the announced time
- Technical difficulties will be minimized (no crashes) , and
- Experimental sessions will be adequately staffed.

To help guarantee that all *recruited for* experiments are conducted, laboratory staff can and will act as “an experimenter of last resort” (or assistant of last resort) if a researcher is unable to be present for an experiment.