**Proposal Title:**

**Primary Student Investigator:**

**PART III: PROJECT DESCRIPTION**

Describe your project using the following sections.  Each section must be titled. Your summary must be comprehensive yet succinct. If any section is not applicable to your project, you must state why this is so. Once you have completed this document, upload it to the Google form.

Make sure you upload the following to the Google Form:

* Demographics sheet
* Measures
* Administrator’s Instructions
* Informed Consent Form
* Debriefing Statement

**PURPOSE OF THE STUDY.**

*Provide a description of the project (no more than 500 words) that includes a statement, grounded in the pertinent body of research literature, that gives an overview and describes the purpose and importance of the proposed research project.*

Expand text box if you need more space.

*Checklist:*

[ ]  Provided citations (APA style) in the body of the statement.

[ ]  Indicated the research questions that the study will address and clearly stated them with constructs that match those listed in the Method Section of the proposal.

[ ]  Provided a reference list at the end of this document. Only included those references used in this section of the proposal.

**METHOD, SAMPLING, AND PROCEDURE.**

*The purpose of this portion of the proposal is to provide enough detailed information so that someone else can, if desired, replicate your study. Therefore, describe the study’s design, sampling characteristics, and all procedures in a manner that makes replication possible.*

Expand text box if you need more space.

*Checklist:*

*Method*

[ ]  Indicated type of research design used.

[ ]  Indicated the **measures** used for each construct in the hypotheses.

[ ]  If items were merged from more than one instrument into a single survey, then this survey appears in a single appendix; and the instrument each question comes from is indicated.

[ ]  If added own questions they are indicated in the proposal.

*Sampling*

[ ]  Estimated number of participants, along with any constraints (e.g., gender). There is no need to mention irrelevant variables.

[ ]  Attached separate Demographic Sheet. This sheet will be answered anonymously, will not be connected to survey or experimental responses, and will be stored separately from other data (i.e., your survey(s), Consent and Debriefing forms).

[ ]  Planned analyses will require demographic questions within the body of the study, so I’ve indicated what the within-survey demographic questions are and why they are necessary.

[ ]  If participants are not be recruited exclusively from PIPER, the recruitment source of these participants is indicated.

[ ]  If children or adolescents are participants in the project, identify how you will obtain parental permission. You must first obtain TCNJ IRB approval before submitting to the Psychology Department RPE.

*Procedure*

[ ]  Attached Administrator’s Instructions are exactly as they will be read to participants, as well as the instructions that will be printed on the measures.

[ ]  Describe exactly what you are going to do and the order in which it will be done.

[ ]  Study begins with a participant sign-in sheet and Consent Form (see PIPER requirements).

[ ]  Study ends with a participant Debriefing and encouragement to complete a Research Evaluation form (online).

**POTENTIAL RISKS.**

*Describe all potential risks:  physical, psychological, social, legal or other associated*

*with each procedure.  Identify whether the risks are minimal or not.* ***Describe the***

***procedures used to minimize any potential risks.****If there are no identifiable risks this*

*should be so stated.*

Expand text box if you need more space.

*Checklist:*

[ ]  A statement about risks or lack of risks is included.

[ ]  A justification for exposing participants to risks is included.

**POTENTIAL BENEFITS.**

*Describe the potential benefits of your project.* *We appreciate that because your project is of short duration with a small sample size, the benefits may be limited. If there are no specific benefits to the participant this should be so stated.  You can also describe the potential societal benefits of the study in terms of human health/welfare, the advancement of knowledge or the good of society, but do not exaggerate.*

Expand text box if you need more space.

*Checklist:*

[ ]  The benefits to participants are specified.

[ ]  The benefits are not exaggerated.

**CONFIDENTIALITY.**

*Describe how confidentiality of data and privacy of participants’ participation will be maintained.* ***Confidential*** *means that**you will not disclose the identity of the participant nor make identifying information apparent. Frequently, data will be* ***anonymous*** *(i.e., you will have no knowledge of the participant’s name); if this is true of your study, say so. But if you can have knowledge of the names of any participants, describe how you will keep this information confidential (e.g., by replacing names with identifying numbers),* ***and explain why anonymity is not possible.*** *If applicable, attach a form that you will have study participants sign to affirm that they will not disclose confidential information about fellow participants (e.g., information provided during a focus group).*

Expand text box if you need more space.

*Checklist:*

[ ]  Stated how and where the data will be stored (e.g., stated that the Consent form, the Demographic Sheet, and the anonymous (or name-removed) data will be stored separately).

[ ]  Stated how you will minimize chances that you will not make connections with data from specific participants.

[ ]  If FORM GENIE is used, steps were taken to make it impossible to trace the participant’s e-mail address.