

Human Subjects Research Experimental Design Checklist

Include this checklist in any resubmissions

- Use proper grammar and spelling, and make sure your experimental design is clear and readable. Use a proofreader.
- Your bibliography needs to be annotated. The annotation is short paragraph for each source explaining its contents and relevance to your project.
- Attach your approved petition, and prior petitions with checklists. *Projects will not be reviewed without them.* Attach them to the end of your procedure but before Form 1B.
- In the title, leave out the words “you”, “your”, or any other second person reference.
- There are concerns with your hypothesis. See notes below.
- There are missing details and/or elaborations in your experimental design. See notes below.
- There are concerns with the scientific merit of your experimental design. See notes below.
- Your operational definitions are missing, not clear, misleading, or invalid.
- There are concerns with your variables. See checked circles below.
 - Your independent and/or dependent variables are not clear, are missing, or are incorrect.
 - Clarify how you will measure your independent and/or dependent variables.
 - Your experimental design does not adequately investigate/address the independent variable.
 - Your experimental design does not adequately test the dependent variable.
 - There are too many variables/factors affecting your dependent variable. You need to find a way to keep these constant or increase your sample size.
- What is your “treatment”? How will you affect/observe the independent variable in order to measure/observe its impact on the dependent variable?
- There are concerns with your data. See checked circles below.
 - Define/clarify your data. What specific objective data (*measurements, frequencies, etc.*) will you collect?
 - How will you collect your data?
 - How will you analyze your data to make a conclusion? Be sure to use objective criteria. Inferential stats are no longer required, but unambiguous comparisons still are. *Example: “An increase by at least 10% in the mean scores of the treatment group as compared to the control group will support the hypothesis that the reading program improves grade-level test scores.”*
 - You need a comprehensive charting/analysis system to categorize your open-ended, free-response questions.
- There are issues regarding your subjects. See checked circles below.
 - You need to give specifics on your intended subjects. What groups/subgroups will you test? Locations of looking for them? Age ranges? Methods of finding/contacting them? Etc.
 - It does not seem feasible that you will be able to find/test your target group.
 - You need to include a subject candidacy screening questionnaire/process to determine eligibility to participate in your study.
 - State your intended sample size.
 - Your sampling techniques will likely lead to biased results.
- You need to clarify the location and environment of where you will conduct your experimentation.
- You have not adequately addressed confidentiality issues, and/or safety issues, and/or liability issues.
- Physical activities or other risks in you project require a designated supervisor and form 3.
- Ingestion or contact of substances, or other concerns requires you to have a qualified scientist and form 2.
- Your project design does not appear to allow for an objective conclusion.
- It does not appear that you can make a viable conclusion with your proposed experimental design.
- All surveys, questionnaires, pictures, props, visuals, titles, song lyrics, orally delivered questions, etc. must be included.
- The statement, “Do not write your name on this questionnaire.” needs to be included on the survey.
- Written signed permission from subjects and/or owners of any photos or pictures must be attached.
- Written signed permission from owners/managers for projects done on private or commercial property must be attached.
- You need to elaborate on how you will keep confidential information safeguarded and what you will do with it or how you will dispose of it after experimentation.
- Numbers or codes need to be on the questionnaire, and a separate list correlating subjects’ names and surveys by these codes needs to be kept. Explain how you will keep this list confidential and otherwise safeguarded.

Notes: _____

