Requirements Document

Experiment Manager

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Homework #1

Requirements

Recruitment

Researchers can recruit a desired number of participants. [#11]

Each study can have a description win information about the study. [#2]

Notices to entire groups of potential participants can be sent. [#5]

Special requirements for participation in the study can be listed in the study description. [#37]

Qualification

Researchers can indicate if previous participation disqualifies a participant. [#26,27]

A blacklist may be maintained for each study or cohort. [#40]

Quiz

Researchers will be able to request that a participant take a quiz or test to see if they qualify for a study. [#14]

The quiz results from Qualtrics will be converted to a human-readable form. [#22, 23]

Researchers can view information on start/stop times and participant answers. [#36]

Scheduling

Multiple participants can be scheduled concurrently. [#1]

Participants can indicate any special requirements or needs. [#8]

Additional participant visits can be scheduled after a specific interval. [#18]

Researchers will be able to see which participants are scheduled, and at what times, for the coming week. [#43]

Rescheduling

Participants can change in their scheduled time. [#3]

Researchers can request entire groups of participants be rescheduled. [#21]

Waitlist

Researchers can maintain a waitlist of participants. [#33]

The waitlist can operate in either First-in-first-out, First-in-last-out, or manual mode. [#34, #35]

Communication

Researchers and participants can indicate a desire to receive notifications via text. [#39]

Participants will receive automatic reminder emails the day before their scheduled visit. [#45,46]

Study Management

Multiple versions of a study can be run by the same researcher. [#12]

Researchers can access study management tools from on or off-campus. [#30]

Participant Management

A list of potential participants will be generated. [#6]

Researchers can assign participants to a group within the study. [#13]

Each participant will have an associated file with qualifying information, demographics, schedule, and results. [#16, #44]

Researchers will be able to indicate if a participant did not show, or only showed up for part of the experiment. [#10,17]

Results

Researchers can track results in a spreadsheet form. [#15,28]

Results can be viewed from multiple computers. [#29]

Work Activity Notes

1. Researchers need to schedule as many as 50 participants at a time. -EM1
2. Researchers send participants information by a link. -EM1
3. Participants sometimes want to change the time that they're scheduled for. -EM1
4. Researchers repeat a lot of jobs. -EM1
5. Researchers send out emails to everyone in ECS. -EM2
6. Researchers make up a list of participants who responded. -EM2
7. Researchers have participants sign up with a doodle poll. -EM2
8. Sometimes participants have special requirements or needs. -EM2
9. Rescheduling participants is difficult. -EM2
10. Sometimes the participants don't show up. -EM2
11. Researchers need to recruit a certain number of participants. -EM2
12. Researchers run multiple versions of the same study. -EM3
13. Researchers had to assign participants to one of several groups. -EM3
14. Participants had to take a quiz to qualify. -EM3
15. Researchers track results with an excel sheet. -EM3
16. Data had to be kept together in each participant's file. -EM3
17. Participants would only show up for half the experiment. -EM3
18. Researchers had to schedule people for a second visit 24 hours after their first one. -EM3
19. Communicating with participants was difficult. -EM3
20. Researchers would like to be able to give Sonna credits, but there was no form to fill out. -EM3
21. Researchers think there should be a good way to reschedule experiments. -EM1
22. Researchers used Qualtrics for the qualifying quiz. -EM3
23. The .csv that researchers get from Qualtrics is hard to interpret. -EM3
24. Participants who didn't originally qualify could still participate if someone cancelled. -EM3

25. Previous participation doesn't always matter. -EM2
26. Some researchers excluded participation from previous studies. -EM3
27. Some researchers allowed anyone to participate in studies. -EM3
28. Results were recorded in excel or a Google spreadsheet. -EM1
29. Researchers needed to see results on multiple computers. -EM3
30. Some researchers do all the work for their study while on campus. -EM2
31. There were some characteristics that would disqualify a participant. -EM3
32. Some researchers checked scheduling emails at home. -EM1
33. Researchers had a waitlist of participants. -EM3
34. Some researchers had their waitlist as a queue. -EM3
35. Participants that responded recently were more likely to respond to a request for scheduling. -EM3
36. The quiz gave researchers an option to export a .csv with start/stop times, and how participants answered. -EM3
37. Researchers needed to have participants wear contacts and sandals, but couldn't force them to. -EM2
38. Researchers gave participants several options for scheduling. -EM3
39. The ability to text participants would be helpful. -EM3
40. Researchers had a blacklist for participants. -EM1
41. Participants shouldn't see each others' availability for scheduling. -EM2
42. Researchers advertise for participants through posters and email. -EM3
43. Researchers have to keep track of which people are going to be in the lab, and when, throughout the week. -EM3
44. Qualtrics stores demographic info. -EM2
45. Researchers sent reminder emails to participants the day before they needed to show up. The emails had the place and time they needed to be there. -EM3
46. Researchers don't want to have to manually send reminder emails. -EM3
47. The qualifying quiz had multiple choice, short answer, longer answers, and yes or no questions. If someone answers "yes", there would be an additional question. -EM3