**HCOL185: Research Protocol [Template]**

*Tip: You will be able to fill in much of this from your research proposal, but make sure to incorporate feedback from me and your peers as you edit! For this assignment, it is okay to copy elements that are still relevant from your proposal – the idea is that this will serve as a stand-alone document.*

*If you are building protocol ideas from other sources (a great idea!) make sure to use in-text citations and include a references section at the end.*

**Group** << >>

**Project Title** << >>

**Research Question** << >>

**Key outcome variable:** << >>

**Secondary outcome variable(s), if any:** << *optional* >>

**Key hypothesis test:**

<< Null hypothesis vs Alternative hypothesis. Explain in equations or words.

What are the groups in this test? How many observations are in each group? >>

**Secondary hypothesis test(s):** << *optional* >>

<< Null hypothesis: vs Alternative hypothesis. Explain in equations or words.

What are the groups in this test? How many observations are in each group? >>

**Participant selection criteria:**

<< Participants are the real humans you will be interacting with.

* What is the exact selection criteria?
* How many total?
* What is the procedure for collecting job postings/e-mail addresses/listings?
  + How often will you collect? How many will you collect? Will you use all you collect, or a sub-sample? If a subsample, how will you select?
* Include any templates you are using for recording participants, with ~ 5 fake data entries>>

**Randomization:**

<< How will you randomize? What tool(s) will you use?

Which elements will you randomize? >>

**Building applications/profiles/e-mails etc:**

<< Describe here the elements that go into your applications, etc. How are they chosen? What is the justification?

* This would include specific names (if randomizing names), specific universities, etc.
* If you need e-mail addresses, phone numbers, etc. How many do you need? How will you generate them? How will you assign them to submissions?>>

**Submission and data collection protocol**

**<<**

* How will you submit? What exact platforms/tools will you use?
* When will you submit? On certain days? At certain times?
* What will a “response” look like? How will you record it? Include data collection template separately, also listed below
* How long will participants have to respond? Is it a rolling cut-off or an absolute cutoff?

>>

**Planned analysis**

<<What statistical tests will you conduct? What tools will you use to conduct these tests?

Default answer here is that you will conduct an independent two-sample t-test for proportions. We will discuss in class how to do this in Excel and I will assume **zero** statistical background. You can also do it by hand or use statistical packages/programming languages.>>

<< Your answer will change if you are estimating a non-binary outcome (length of response, time to response, etc.) or if you have some group members interested in using linear regression. >>

**Submission template and sample**

<< Paste or attach separately a template with placeholders for all randomized or variable elements. Additionally, submit a sample submission with all elements filled in (no need to include all potential iterations) >>

**Response script**

<< For those with a call-back/expression of interest, include the script that you will submit. If there are multiple forms of communication (ie text and email), include all versions. >>

**Data collection template**

<< Submit as an attachment. Include 5–10 “fake” example lines of data. (Don’t forget to delete them when you begin!)

>>

**Timeline**

*Table, outline, GANTT chart. This may be identical to the one your submitted for research methodology, or itmay be updated.*

<< paste or attach separately >>

**Data management plan**

<< Broadly, how will you ensure the security of your data? Specifically, include the following:

* Will there collect any PII? What is it?
* Will you store any PII? How will you store it securely?
* How will you dispose of any PII? When will you dispose of it?
* See [data security](https://eabeam.github.io/HCOL185.f22/data-security) for more information

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**References**

<< Include reference list of all citations above (not needed if you did not specifically reference outside work)

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