CFPB Staff #2 Step-by-Step

1. Assist CFPB #1. He has a lot to do. Ask if he needs help
   1. Signing in computers
   2. Getting computer to appropriate URLS
   3. Get gburg receipt forms and pens ready
2. Make sure gburg staff has what they need
   1. Participant list from ORSEE to check people in
   2. Arrival -> Station mapping sheet
3. Set up payment station.
   1. Make sure timing sheets at stations match the master randomization sheet
4. Prepare for meta experiment
   1. Get privacy statements ready. (make sure they are in numeric order!)
   2. Call out participants 1-by-1.
      1. Watch as participant gets close. When they get close, give signal to CFPB#1 to start timer.
   3. If Pressure, hand participant sheet and stand there until Gburg staff arrives
   4. If No-pressure, hand participant sheet and then walk away
5. Make sure CFPB #1. Got the data.
   1. GET THE DATA!
6. If this is the last session, help #1 log off the computers and lock the doors behind you.

Meta Example Q&A

Q: <receives from>

A: Please read and sign this form

Q: What is this?

A: This is information from the study’s sponsor.

Q: What does this say?

A: I am not sure. I know it is information from the study’s sponsor, CFPB. Please read and sign the form.

Q: What is the CFPB?

A: The Consumer Financial Protection Bureau. I could give you their URL if you’re interested in learning more (consumerfinance.gov)