

## Confirmation/Reminder E-mail For Pre-Session

Dear [Participant's Name],

Good morning/afternoon/evening. I hope this e-mail finds you well. This is a friendly reminder that we have you scheduled for the ToMCAT: Theory of Mind-based Cognitive Architecture for Teams study on **[DATE & TIME]**.

This will be the pre-session which will last *approximately 30 minutes*. Through SONA, you have also already scheduled for the testing session which will last approximately 2-3 hours and be held on **[DATE & TIME]**. If you have not done so, then at the pre-session, we will be asking you for your availability to attend the testing session which will last approximately 2-3 hours and will be scheduled within 1-3 weeks of the pre-session.

For all sessions, please arrive at the designated time to the Lang Lab which is located on the 2nd floor of **McClelland Park** (650 N. Park Ave. - southeast corner of Park Ave. & 4th Street). There are two sets of double-doors into the building, one located on the East end and another located on the West end. Please enter through either set of doors and walk to the elevator located right across from the vending machine(s). When you reach the 2nd floor, please exit the elevator and the Lang Lab is located right across from the hall. A member of our research team will be in the waiting area to help you out.

I have cc-ed the Graduate Student who will be at the session to this e-mail in case you have difficulty finding the lab.

Please do not hesitate to let me know if you have any questions or concerns. Have a wonderful day/afternoon/evening and we look forward to seeing you.

Sincerely,

[Name of Research Personnel Sending E-mail]

## Confirmation/Reminder E-mail For Testing Session

Dear [Participant's Name],

Good morning/afternoon/evening. I hope this e-mail finds you well. Thank you so much once again for your participation in the ToMCAT study.

This is a friendly reminder that we have you scheduled for **part 2** of the study on **[DATE & TIME]**.

Please remember that the second part of the study will take approximately 2-3 hours. When you arrive for the testing session, you will be asked for your ID which is [ENTER ID]. Please do not share your ID with anyone outside of the study research team.

Below are some guidelines that we request you follow prior to, during, and/or after the session:

- 1) Please wash your hair the night before or morning of the testing session.
- 2) Do not arrive at the session with wet hair.
- 3) Do not use hairspray or gel before the session.
- 4) Please make sure that you wear your mask on at all times to ensure the safety of yourself and everyone in the lab.
- 5) Please eat some light food before the session since some participants may experience some motion sickness.
- 6) As part of the study we will need to attach self-adhesive sensors on your upper abdomen and just below each collar bone. Therefore, please wear a tank-top, t-shirt, blouse, or some other top that will allow us to easily reach these areas.

Since the electrode preparation will mess up your hair on the day of the study, please do not schedule the testing session if you have an expensive hairdo that you want to protect and/or have important plans immediately after the study. Hairdos that will suffer include both permanent ones such as wigs, braids, dreadlocks, cornrows, etc. or temporary ones such as a blow out or up-do.

Similar to the pre-session, the testing session will be held at the Lang Lab which is located on the 2nd floor of McClelland Park (650 N. Park Ave. - southeast corner of Park Ave. & 4th Street). There are two sets of double-doors into the building, one located on the East end and another located on the West end. Please enter through either set of doors and walk to the elevator located right across from the vending machine. When you reach the 2nd floor, please exit the elevator and the Lang Lab is located right across from the hall. A member of our research team will be in the waiting area to help you out.

I have cc-ed the Graduate Student(s) who will be at the session to this e-mail in case you have any difficulties.

Please do not hesitate to let me know if you have any questions or concerns. Thank you so much and have a wonderful day. We look forward to seeing you.  
Sincerely,

[Name of Research Personnel Sending E-mail]