

Advanced Directed Research (ADR) / PSY 1064 Agreement Form

(This is just a preview; actual form will be completed in DocuSign as described below)

Course Overview

Advanced Directed Research (ADR) is a three-credit course that combines the lab experience of Directed Research with an Advanced Research Methods Lab course. ADR is designed to provide an enhanced directed research experience **and** to fulfill the Psychology Major requirement for an advanced lab. Students who have already completed one semester of PSY 1907 (Directed Research) can satisfy their advanced lab requirement by enrolling in PSY 1064 (ADR) while continuing to work in the **same** research lab.

Requirements:

- Faculty mentors must have:
 - Primary appointments in the Psychology department to offer credit for ADR / PSY 1064
 - Supervised the student in PSY 1907 before (can be waived)
- Students must:
 - Have completed Research Methods (PSY 0036 and PSY 0037)
 - Have completed at least one semester of 1907 research with the same faculty mentor (can be waived)
 - Select the letter grade option when enrolling in PSY 1064 (do **not** select S/NC)

Enrollment is by Permission of the Department. **To enroll in PSY 1064, students must complete this agreement form collaboratively with their faculty research mentor.** The grade for PSY 1064 will be based upon performance in the research lab as evaluated by the ADR/PSY 1064 research mentor and completion of course assignments conducted under the guidance of the same mentor.

Please note: Completing Advanced Directed Research is a collaborative experience, and the mentor and student should meet and discuss all responsibilities, requirements, and expectations before submitting this agreement form.

Instructions

Follow these steps to request and then complete the ADR agreement form:

1. Student meets with their faculty mentor to discuss enrolling in ADR
2. Faculty mentor or student **requests a DocuSign version of this form** (allow 24h for delivery)
 - a. Request here: https://pitt.co1.qualtrics.com/jfe/form/SV_87wC1kOAEauRksC
 - b. **Make sure to use the correct names and Pitt email addresses when making the request**
3. Student completes their parts of the DocuSign document first (incl. uploading transcript).
4. Faculty mentor completes their parts of the DocuSign second.
5. ADR instructor signs last and provides enrollment permission number.
6. Student enrolls in ADR (PSY 1064) through their Student Center via the my.pitt.edu portal

Note: It is the student's responsibility to enroll **before** the Add/Drop deadline.

Student Information

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The student should complete this section and identify a primary mentor for their project

Student name:

PeopleSoft number:

Pitt email:

Current Transcript upload (can be unofficial)

Research Faculty Mentor:

Email:

Have you registered for 1907 with this faculty mentor before?

NO

YES

If you answered yes, which term(s) (i.e., Fall 2022)?

And for how many credits total?

If you answered no, please initial here to request a waiver of this requirement:

If a graduate student, post-doc, or additional faculty member are involved in mentoring, please specify here:

Additional supervisor name:

Email:

Faculty Section

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Overall student responsibilities while completing ADR (select all that apply):

- | | | | | |
|-------------------------|---|--|--|---|
| General: | <input type="checkbox"/> Conduct background research | <input type="checkbox"/> Literature review | <input type="checkbox"/> Required readings | <input type="checkbox"/> Assist in study design |
| Lab meetings: | <input type="checkbox"/> Attend | <input type="checkbox"/> Present | <input type="checkbox"/> Other (please specify): | |
| Data collection: | <input type="checkbox"/> Recruit/contact study participants | <input type="checkbox"/> Observe | <input type="checkbox"/> Participate or assist | <input type="checkbox"/> Using existing data |
| Data analysis | <input type="checkbox"/> Data entry | <input type="checkbox"/> Transcribe | <input type="checkbox"/> Code | <input type="checkbox"/> Analyze |

Academic component to be completed by the student (two are required):

PSY 1064 requires the completion of **both** data analysis and scientific writing. Please specify how the student will meet these requirements. **Note: All work must be documented and submitted to the ADR Canvas page no later than Friday before the last day of classes.**

1. Data Analysis: Indicate how the student will satisfy the data analysis requirement (check all that apply).

- Preparation of data for analysis (e.g., making Excel spreadsheets, creating scatterplots and histograms)
Documentation: Spreadsheets, other data files, or graphs, AND a narrative description of the work the student did with the data
- Coding of existing data (e.g., coding of transcripts, audio or video recordings)
Documentation: A narrative description and example of the coding completed by the student.
- Conducting analyses
Documentation: A narrative description of the analysis, the code used in the analysis (if applicable), and the raw results of the analysis (if applicable). The narrative has to be completed by the student.
- Interpreting statistical results
Documentation: The raw results of the analysis and a narrative description (by the student) of the context and interpretation.
- Collecting and organizing original data
Documentation: A narrative description of the data collection and organization, and a snapshot of the (anonymized, unidentifiable) data. (A facsimile of the actual data is acceptable if the data are private.)
- Other:
Documentation:

2. Scientific Writing. Indicate how the student will satisfy the scientific writing requirement (check all that apply).

- A short research report involving analysis, interpretation, and critical evaluation of results from data analysis
- Two or more sections of a full-length manuscript (at least Method and Results sections)
- A research proposal involving a literature review, study design, and analysis plan
- Other:

Supervision plan by primary mentor:

Describe what supervision involves (e.g. individual meeting, lab meetings, training etc.):

Frequency: weekly, bi-weekly, monthly, other:

Signatures

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Faculty Research Mentor

Faculty Research Mentor: By signing below, I agree that _____ has my approval to enroll in Advanced Directed Research / PSY 1064 and that:

- I will oversee the completion of the students' responsibilities for Directed Research requirements indicated above.
- I will oversee the completion of the ADR/PSY 1064 requirements (data analysis and writing) indicated above.
- I agree to the supervision schedule and any waivers indicated above.
- I understand that if the student does not complete the work described, or if the work is not comparable in quality to an advanced directed research course, the student will not receive credit for PSY 1064 and will not satisfy their Advanced Research Methods requirement.
- I understand that the Psychology department will request student performance evaluations from the Faculty Research Mentor to inform student grades in PSY 1064.
- I will submit my grade recommendation within one week of request by the coordinator
- **Optional waiver:**
 - Initial below to waive the requirement of a prior semester of PSY 1907 Directed Research for this student.

• _____

Signature

Date

Student

Student: By signing below, I agree and acknowledge that:

- I have met all prerequisites and requirements for PSY or received a waiver
 - Completion of Research Methods (either PSY 0035 or PSY 0036 / PSY 0037 combined)
 - At least one prior semester of Directed Research (PSY 1907) with the same mentor.
- I will fulfill the research hours and duties agreed upon with my Research Faculty mentor.
- I will complete all assignments and activities for the ADR course.
- I understand that my ADR work must be documented as indicated above, approved by my mentor, and then submitted to the Psychology Department by the deadline communicated by the Department.

Signature

Date

ADR Instructor or Advising Office

Please sign to approve this application and add enrollment PIN for the student

Signature

Date

Enrollment PN