Xlab Administrative Services

Fee for Service

Each unique Xlab experiment would be charged $1,000 PLUS:

- $750 per session/set-up
- $5 per subject to be recruited or paid

Thus, an experiment involving 10 sessions and 290 subjects (the 3-year average for both) would be charged $1,000 + (10 x $750) + (290 x $5) = $1,000 + $7,500 + $1,450 = $9,950

*This fee will be waived for UC Berkeley investigators who cannot afford to pay.*

Subject Recruitment Services

Xlab has a 5000+ and expanding human subject pool. This consists of students, staff and alumni at the University of California, Berkeley, who show interest in participating in experiments. The Xlab will recruit participants for Xlab studies. A prescreening survey, the Xlab encourages participants to take, gathers information collected for subject filtering purposes only. The Xlab can filter participants based on the following:

- Age
- Sex
- Race
- English Proficiency (Native English speaker)
- Expected year of graduation

Persons already in the subject pool can be solicited for specific experiments through e-mails. By default, reminder e-mails are sent one day before the experiments.

Some experiments have special subject selection requirements (pairs, multiples, demographic balance). The request must be submitted along with Experiment Schedule Form.

*Researchers who have CPHS approval to view participant names will be provided with a SONA researcher account to manage the recruitment of subjects for their studies.

Xlab Grants for UCB Researchers

Xlab Grants are available for UCB graduate students conducting research for their dissertations and for postdoctoral and junior faculty conducting research for their research programs. There is an initial grant for $1,000 then a follow-up grant for an additional $1,000. Grants are made
possible by virtue of Xlab's dynamic collaboration with the Dean of the Haas School of Business and the Dean of Social Sciences.

If you are interested in applying for an Xlab Grant, then please review Xlab Researcher Grants for more information.

**Subject Check-in Services**

Xlab administrative staff will start to check-in participants about 10 minutes before the experiment. Subjects will be seated and ready to start the experiment by the experiment start time. Requests for special check-in procedures (e.g. seating arrangement) must be submitted to the Xlab Administrator along with Experiment Request Form. The last minute request may delay in starting the experiment.

**Subject Payment Services**

Researchers are required to provide participation fees and incentives in the experiment. Please provide funding information to Xlab Administrator along with Experiment Request Form to avoid delay in conducting experiment due to financial issues.

**UCB managed funds:** Xlab Administrator can arrange the fund transfer in advance with your financial manager.

**Non UCB Managed funds:** An advance deposit against Xlab issued Quote is required.

If requested, Xlab Administration can process the subject payments by check, Amazon.com Electronic Gift Code (via email) and UC Berkeley Prepaid Virtual Visa. Amazon gift codes must be flat fee, whereas Virtual Visa can be variable payment.

**A Summary of the Scheduling Process from a Researcher's Point of View**

"This place is like magic. You [the researcher] tell them [Xlab Staff] in advance that you want to run a session, you schedule it, you come a few days early to make sure your [experiment] works out, and in that interim (that 10 days), they recruit, and it's like magic — they recruit all the subjects, you show up, the subjects are magically here, you run your experiment, and then they [Xlab Staff] pay [the participants]. You literally don’t have to do a thing. It's kind of crazy...so magic is really the only word that comes to mind."

— Professor Dana Carney (3/7/14)