**LAB 6: Previewing Your Experiment on Qualtrics + Pilot Data**

Team #:

*Below, list the team members who attended the team meeting and contributed to this lab. Attendance at team meetings are expected for team members to receive credit for labs.*

Team Member 1:

Team Member 2:

Team Member 3:

Instructions: Today, your team will use the **Preview** option within [Qualtrics](http://ubc.qualtrics.com/) to ensure that your experiment and its conditions, as well as random assignment, will display correctly for participants. Then, you will generate simulated participant data as a team.

**Steps for Lab 6**

1. First, check Canvas for any feedback that your co-instructor may have provided on last week’s Lab.
2. Make changes (if necessary) to your final experiment on Qualtrics.
	1. Proofread your conditions and dependent variables.
	2. Check that randomization is correctly applied to the survey flow.
	3. Add any instructions that you think would help participants to understand how to complete this survey. (Instructions can be entered as new questions using the Descriptive Text question type).
	4. Under “Survey Options,” disable (uncheck) “Save and Continue”. Then click Save.
	5. Under “Survey Options,” enable (check) “Anonymize Response.” Then click Save.
	6. *Optional*: You may use the “Look and Feel” menu to customize elements of your experiment.
3. Once you have made changes and your experiment is finalized, each team member will help to generate a set of pilot (practice) data.
	1. Each team member, independently, should click “Preview” while viewing your survey in Qualtrics.
	2. Complete the experiment as *you* *think a participant would.* That is, imagine how you think your participants will answer these questions. Enter your responses (note that any responses provided will be visible to your teammates and co-instructor) and click the arrow to submit your survey.
	3. Using preview, each team member should complete the experiment ten times as a simulated participant (i.e., 10 simulated responses per team member = 30 responses total). This will help to generate a pilot dataset. Try to vary your responses somewhat—imagine that each participant will provide slightly different responses. This will help simulate your actual dataset. Be sure to finish the survey completely to log your responses (click the arrows until you see a message stating that you are finished). You may click “restart survey” from the preview menu each time you wish to start over.

**Once complete, you are finished with Lab 6. Please submit this document with the participant team members’ names indicated at the top (i.e., those who attended the team meeting and provided simulated data). Your co-instructor will review your Qualtrics survey and simulated data.**