I have in-person data collection sessions scheduled. How do I proceed?

If the study is going to have the same content and moved online, the following steps should be taken.

1. Create a Qualtrics survey.
2. Complete a modification request form, and include a link to the Qualtrics study.
3. The informed consent will need to be updated appropriately and sent with the modification request.
4. The mechanism of gathering participant information for reporting to Sona will need to be described (set up Qualtrics to automatically link to a second survey at the end where name/class/professor can be entered).
5. Make sure that you turn on the "Anonymize responses". Both that and the redirect to the second survey are under "Survey Options". Please be sure to enter the actual web address for the second survey, instead of "secondsurveyURL". See below.