Please note: The CRG will not be accepting training requests until the instruments have been tested, piloted, and graduate assistants have gone through training. Expected release: January 2016.

1. The Koraleski CAB Lab Core Research Group (CRG) maintains and operates specialized instrumentation (e.g., electroencephalography, galvanic skin response sensors, infrared eye trackers, etc.).

2. Access to the equipment will be restricted to the CRG and those that have been trained on its operation.

3. If a faculty member or graduate assistant wants to get qualified on the equipment, a research-training request must be submitted. Training requests are due before the beginning of the semester of which training will commence (please refer to the website for dates). Research-training requests must include the following:
   a. The piece equipment you want to learn.
   b. The research stream it supports.
   c. A plan for how you will learn the equipment that includes: the number of hours you will need the equipment, references for the instrumentation you will be training on (studies you are modeling after, methods paper, etc.), and a timeline for usage.
   d. The funding source for any materials used in the training process (e.g., the average EEG per-subject cost is $21.00).

4. The CRG will review the requests and allocate lab time to the faculty to learn the equipment based on the following criteria:
   a. Comprehensiveness of plan.
   b. Past performance in CAB Lab activities (see #5).
   c. Funded nature of research.

5. Faculty members and graduate assistants that want to get qualified must volunteer for a determined number of hours supporting other studies in the CAB Lab. In other words, the applicants learn by supporting a faculty running a current study that utilizes the instrument.
   a. Some instruments take longer to master than others and some applicants may already have some experience, so the number of hours will be determined on an individual basis.
   b. Based on this performance, the CRG will qualify the faculty member to operate the equipment noting that additional training will be necessary following any equipment updates.

6. Once qualified, a faculty member or graduate assistant may include the equipment as part of their Participant Pool requests in order to schedule time on the instrumentation.¹

¹ Participant Pool requests are subject to their own set of policies, including deadlines for submission, source(s) of funding, participant usage, outlet of research, and a commitment to providing studies’ learned outcomes.