DEPARTMENT OF PSYCHOLOGY

BA/BSc RESEARCH PROJECT

PS397

HANDBOOK

COMPILED BY
DR SEAN COMMINS & DR RICHARD ROCHE

APRIL 2017

GENERAL INTRODUCTION

The final year Research Project is a critical component of your degree. It allows you to pick an area of psychology in which you are interested. It also allows you to spend time exploring issues, designing studies, analysing data and evaluating the literature pertaining to your chosen area. As the Research Project is worth 15 credits (out of 60 credits in final year) it is important that you engage fully with it. The Project is the major component of the PS397 module (which also contains a General Paper worth 5 credits). PS397 is a required module and must be passed without compensation (i.e. mark of 40% achieved).

The Research Project is designed to develop a number of critical skills that not only pertain to the degree itself but are transferrable to life after university. The overall objective of the module and the Research Project in particular is to provide experience in conceptualising and conducting empirical research in psychology, and to establish the skills necessary to produce a report according to current academic standards within psychology.

On successful completion of the project, you should be able to:

- Organise the design, planning, and completion of a research study in a scientific and professional manner;
- Collect the primary data necessary to complete a research project;
- Analyse data using the appropriate quantitative and/or qualitative methods;
- Produce a written report of a research study that follows the conventions of the discipline;
- Rigorously apply professional ethical standards in designing, conducting and reporting psychological research;
- Critically evaluate the literature, theory, application and practice within the field.

IDENTIFYING AND CONTACTING YOUR SUPERVISOR

Towards the end of Semester 2 (in Year 2) you will be given a project briefing, and following staff FYP presentations (**see Appendix I**), you should complete and submit **Appendix II** by the 25th April 2017. The Department will contact you thereafter informing you of your allocated supervisor. You may also review staff interests and expertise, as detailed on the department's web site, to help you decide whom to identify as your preferred supervisors. Some staff may specify particular projects that they are willing to supervise. **Please note that although the Department will attempt to allocate students to their preferred supervisors, due to limited places it is not possible to guarantee that every student will be allocated to his or her preferred supervisor. Once you have been allocated a supervisor you are not permitted to change.**

RESEARCH PROJECT PROPOSAL

PREPARING YOUR RESEARCH PROJECT PROPOSAL

RESEARCH PROJECT PROPOSAL

When a staff member has agreed to supervise your project, you should complete the Ethics Checklist (**Appendix III**) for Final Year Projects in consultation with your supervisor. **This form should be completed and submitted to the Departmental Office before approaching potential participants or external agencies, etc. or commencing any data collection (including data from pilot studies).** You should also submit your proposal form (**Appendix IV**), to the Departmental Office by the specified deadline. You must indicate any special requirements, and both you and your supervisor must confirm that these special requirements can be met. On no account should you initiate a research project without being absolutely certain that you have the necessary resources for its successful completion within the specified deadline.

ETHICAL ISSUES

All research projects should be undertaken and conducted with due consideration of ethical issues. If a proposed project raises ethical issues that require special attention, you and your supervisor should note these. Your supervisor may request the Psychology Department to assess your project proposal. Your supervisor will inform you of the outcome of the assessment. If necessary, the Department may require that you provide additional information or clarify certain issues arising from your proposal before it can be accepted. Projects should not commence until all ethical issues have been addressed.

Copies of The British Psychological Society Code of Conduct, Ethical Principles & Guidelines and the Psychological Society of Ireland Code of Professional Ethics are available in the Departmental Office.

REQUIREMENTS / FORMAT

Your research project proposal should be kept concise. Forms, questionnaires and/or instruments should also be included with the proposal as appendices.

THREE word-processed copies of the proposal are required:

- ***one for submission to the Departmental Office***
- ***one for your supervisor***
- ***one for yourself***

Deadline for Submission of Project Proposal: Friday 6th October, 2017.

PREPARATION

In preparing your research project proposal and the project itself you should attend to the following:

- It is the responsibility of the student to identify and obtain the agreement of a supervisor (or supervisors). Discuss the project proposal with your supervisor(s), paying particular attention to: ethical issues; access to participants in the study and to intermediary agencies; access to essential computer software, psychometric tests, questionnaires and special equipment. Confirm that all contacts and items required for completing the research project will be available to you. Although this early planning is often time-consuming, it is absolutely essential to obtain in advance the co-operation of everyone that will be involved in your research project. If you intend to use tests and questionnaires you must ensure that they are available and that you are fulfilling copyright obligations. If you require project cubicles, laboratory space, special equipment or computer software, you must ensure that these will be available within the time frame of the project. Supervisors and technical staff will help you obtain what you need to conduct your research, but you must provide them with full information (including details such as the name and address of publishers of tests and questionnaires, and computer software if not installed on University computers, and equivalent information about equipment, etc.).

- Outline the scope of your project, specifying its main focus and how extensive it will be. Make sure that you can complete the project within the time available. Indicate timings of phases of the project (preparatory work, data collection, data analysis, report writing, proof reading and checking the references).

- Provide details of the project's research design. The design of your study should be planned very carefully. You should revise earlier coursework on research design and methods of data analysis (e.g., quantitative and/or qualitative). Do not be vague about any aspect of your research design. Indicate the number of participants, and if the project involves a case study indicate the criteria to be used for selection and which analytic concepts (e.g., quantitative and/or qualitative) will be used.

- Provide details concerning the method or methods of data collection. Please note that although the use of Moodle and other online sources of communication (e.g. Facebook, Twitter etc) is permitted to recruit participants, it is important to do so in a professional manner. Also, be cognisant of the ethical guidelines surrounding internet-mediated research (see BPS guidelines on the departmental website for details). **Furthermore, it is essential that you do not put yourself or others at risk, physically or psychologically, when recruiting (e.g. approaching strangers yourself or asking others to do so on your behalf). If you are in any doubt about how best to proceed in this regard, please check with your supervisor.**

- Provide details of how you intend to analyse your data. You should revise earlier coursework on methods of data analysis, and also refer to appropriate text books for further assistance. Ensure that the proposed methods of data analysis are appropriate for the data you intend to collect, and that the methods are appropriate for the number of participants in the study. Consider, for example, whether cell-frequencies and total numbers will be adequate for the proposed analyses.

- From time to time students may wish to conduct their research project in collaboration with external agencies and groups. These may include, but are not limited to, schools, hospitals, voluntary and community-based groups. The department wishes to encourage this activity

where practicable, as it can provide an enriching experience for the student. However, it is important that students are mindful of the various challenges and requirements that this type of research may pose and of limits of their own competencies as student researchers. For example, the project will need to receive appropriate approval and support from the agency/group; this usually takes time and forward planning. In addition, certain projects may need ethical approval (from an external agency and/or the university); some projects may also require that the researchers are Garda vetted. These processes can sometimes be lengthy and the approvals must be in place before the project commences. As a student of the Department of Psychology you are expected to conduct your project in a professional, rigorous and ethically sensitive manner. In your dealings with external agencies, it is also important to be cognisant of the standards of communication and behaviour required.

Please contact your supervisor as early as possible so that he/she can advise you on your research and discuss the feasibility of your study. In addition, ensure that you complete the relevant sections pertaining to working with external agencies in your research proposal form.

- Provide consent in writing from appropriate authorities (e.g., *Principal of a school, Director of an agency, Co-ordinator responsible for the project at an agency, etc.).*

- Provide consent of appropriate intermediaries (e.g., *teacher, social worker, clinician etc.).*

- Provide the consent form that you intend to use with participants.

  *A prototype consent form is presented in this handbook (**Appendix V**). This may be amended as necessary.*

- Working with vulnerable samples (see University Ethical Policy definition of vulnerable samples and its policy thereon, https://www.maynoothuniversity.ie/research/research-development-office/policies) is discouraged. If such samples are to be recruited, ***special permission will be required*** from both the supervisor and the Department.

- Provide information pertaining to the provision of appropriate face-to-face briefings of participants ***prior to data collection*** with respect to any disturbing features of procedures, instruments, questioning, etc., to be used in the study.

- Provide details of the procedures for debriefing participants.

- Provide details of how participating agencies will be debriefed.

- Provide written assurance that copyright law will be observed with respect to questionnaires, tests, instruments, computer software, reproduction of literary texts, photographs, art, etc. (e.g., evidence of purchase of copyright materials, site licences etc.).

Always remember that when conducting your research project you are relying upon the goodwill of others in the wider community and their respect for social scientists. You must ensure that your procedures do not undermine the wider community's confidence in, or their view of, social science researchers. Consider carefully whether your procedures (experiments, questionnaires, instruments, or interviews) may contribute to psychological distress. If this is necessary for the investigation, you must prepare or brief participants adequately prior to working with them, and debrief them afterwards. Under no circumstances should your research procedures cause

physical or psychological harm. Again, copies of The British Psychological Society Code of Conduct, Ethical Principles & Guidelines and the Psychological Society of Ireland Code of Professional Ethics are available in the Departmental Office. In addition, Maynooth University's Research Ethics Policy and the Research Integrity Policy can be found at https://www.maynoothuniversity.ie/research/research-development-office/policies.

When completing the Research Proposal Form please adhere strictly to the following headings in the specified order:

1. **University course.**

2. **Preliminary title of project.**

3. **Student name and registration number.**

4. **University supervisor(s).**

5. **Agency supervisor** if applicable.

6. **Agency represented** by supervisor(s), contact address and phone number, if applicable.

7. **Background to the research.**

8. **Main aim or research question.**

9. **Sample** *(including how recruited).*

10. **Method including measures and instruments** *(highlight special requirements).*

11. **External authorities & Intermediaries.** If applicable, specify the appropriate authorities (e.g., *Principal of a school and teacher(s), Director of an agency and clinician(s), Co-ordinator responsible for the project at an agency, etc.)* from whom written consent will be obtained.

12. **Potential discomfort or inconvenience to participants.**

13. **Special points or concerns to note.**

14. **Consent form for participants.** Provide the consent form to be used with participants (*a prototype consent form is presented in this handbook, which can be amended as necessary*).

15. **Prior briefing.** Give details of face-to-face briefings of participants *prior to data collection.*

16. **Debriefing participants.** Specify the procedures for debriefing participants.

17. **Debriefing agencies.** Indicate how agencies will be debriefed.

18. **Copyright law.** Provide your written assurance that copyright law will be observed with respect to questionnaires, tests, instruments, computer software, reproduction of literary texts, photographs, art, etc. **(*Furnish evidence of purchase of copyright materials, use of site***

***licences, etc. A copyright and purchase request form is available from the Departmental Office*).**

19. **Timetable.** Your timetable should indicate the periods, by date, that you intend to devote to: the literature review; data collection; data analysis; report writing; and checking and binding before submitting your report (if two or more of these activities will occur concurrently, please indicate).

20. **Retaining all documentation.** Please ensure that you retain **ALL** documentation pertaining to your project, including, for example, completed consent forms and raw data.

Expand boxes and attach additional pages to the Research Proposal Form as necessary. Forms, questionnaires and/or instruments should also be included with the proposal as appendices.

RESEARCH PROJECT

IMPLEMENTING YOUR RESEARCH PROJECT AND WRITING THE REPORT

Read this section of the handbook very carefully, and keep checking it as you begin your data collection. You should also refer constantly to this handbook when you are writing each draft of your project report.

You must satisfy yourself and your supervisor that you understand the *type* of data you will be collecting and *how* that data will be analysed. You should refer back to the relevant material from First and Second Year modules on data analysis methods to ensure that you know and understand the types of data analyses you intend to use. Furthermore, you should be confident that you are capable of conducting the relevant analyses. In short, you need to revise the appropriate material on data analysis, and that means you should start revising now!

TIME-TABLING THE PROJECT

Project activities are scheduled for Semesters 1 and 2. You should have your project well underway during Semester 1, or before (i.e. during the summer). You should be ready to analyse your data in the latter half of Semester 1. You should begin to word-process your project report towards the end of Semester 1, so that you have plenty of time to proof read and correct the text of your report and to bind it. Do not underestimate the time it takes to prepare the final version. There is nothing more frustrating than conducting an excellent piece of research, but leaving yourself insufficient time to generate a finely polished report that does justice to your hard work.

DEADLINE

Two word-processed bound copies of your Research Project are required to be submitted to the Departmental Office. In addition, an electronic copy of your thesis should also be submitted - emailed to psychology.queries@nuim.ie.

Submission of Research Project before 5pm Friday 23rd February, 2018

PRELIMINARY PREPARATION

Access to outside organisations or agencies, such as schools, clinics and factories, may require lengthy negotiations. Plan far in advance, and discuss with your supervisor the requirements for the project. It is your responsibility to secure the necessary conditions, contacts and permission to allow you to conduct your research within the appropriate time frame.

Your supervisor is there to supervise!

You cannot receive appropriate supervision if you do not keep your supervisor informed as to how your project is progressing. ***You should make regular individual appointments with your supervisor to discuss your progress. Note however that your supervisor will NOT provide feedback on a written draft of any section of your project report.***

THE PROJECT REPORT: REQUIREMENTS AND FORMAT

The general format and style of your project report should resemble a published research article in the area in which you are working. The format and style vary from area to area, but general guidelines are provided here. You should also refer to ***Sternberg, R. J. (2003) The Psychologist's Companion: A guide to scientific writing for students and researchers. Cambridge University Press: Cambridge.*** The report must be word-processed. PC's are available to students for word-processing at various locations on the university campus. **Please note, however, that in no circumstances will the Psychology Computer Laboratory be made available for word-processing (i.e., to meet PSI/BPS accreditation criteria).**

The length of the report should be between 5,000 and 8,000 words, no more than 30 X A4 pages (excluding references and appendices), size 12 font and double spaced. **Marks will be deducted if these guidelines are clearly disregarded**.

Two bound copies must be submitted to the Departmental Office. In addition, an electronic copy of your thesis should be emailed. It is strongly recommended you run your project report through "Turnitin" before final submission. Please consult Maynooth University's Research Ethics Policy and the Research Integrity Policy for further details, see https://www.maynoothuniversity.ie/research/research-development-office/policies.

Your research project report should contain the following sections in the order listed below (each section should begin on a separate page):

Title page

The following should appear on the title page:
Department of Psychology
Maynooth University
Final Year Research Project
Title of Research Project
Thesis Presented in Part Fulfilment of the Requirements for the BA/BSc Honours Degree in Psychology, Maynooth University
Submitted by: *Student's Name*
Supervisor: *Supervisor's Name*
Date: *Month and Year*

Acknowledgements

Any help or assistance provided by various people and agencies should be duly acknowledged. Bear in mind that someone who assisted you in some way with the project may request a copy of the thesis, and s/he could be highly offended to find that the assistance provided was not recognised in print.

Abstract

Outline *very briefly*: the aims/postulates/hypotheses of the research; the research method and data analysis; and the key finding(s). The *Abstract* should be written only after the research is complete!

Introduction

The relevant theoretical, conceptual and empirical research should be reviewed with correct author citation. The Introduction should **not** read like an essay. It should be a single, gradual progression of thought starting from the general area of research and leading ultimately to your particular

project. Ensure that *every* reference appears correctly in the Reference section. Refer to Sternberg (2003) and the APA guidelines on how references should be cited in the text of your report. Keep a *complete* record of each reference that you cite as you go along. Above all, *check and recheck.* Your report will be penalised if your citations are incorrect or if they are not listed in the Reference section.

Aims/objectives, theoretical postulates and/or hypotheses
The aims/objectives, theoretical postulates and/or previous research should clearly delineate the relevant processes or factors that you suspect will impact upon the main subject matter of your research project. Where appropriate, explicit and focused hypotheses should be stated.

Method
Provide details of the participants. Focus only on those characteristics that are of particular relevance to the study. Ensure that the total number of participants adds up to the numbers in designated subgroups.

Provide details on the procedures used. Specify the research design, measurement tools (specific tasks, questionnaires etc), and methods of data analysis to be employed in the research project. Case studies may be reported using clearly conceptualised qualitative and/or quantitative assessments of psychological parameters.

Include a section detailing ethical considerations.

Results
This is a critical part of your report and you may find it the most difficult to write clearly. The most experienced academic psychologist has to draft and redraft each research report. So, do not consider your first draft to be the final one. You should include *Tables* (of results and, if appropriate, statistical analyses) and *Figures* (of graphs or profiles) where appropriate. Tables must be clearly titled with a heading indicating what they purport to show. Figures must have a figure caption, which appears directly underneath, explaining what is shown. All Tables and Figures must be numbered in sequence and clearly separated from the text by horizontal top and bottom lines, or presented on separate pages. Sternberg (2003) and the APA guidelines provide illustrative examples, and offer advice that you should follow. *The main body of the text in your report should refer appropriately to each and every Table and Figure included therein (never include a Table or Figure that is not mentioned directly in the main text).*

The results should be described as you present them. This will help to maintain the reader's interest, and will pave the way for your Discussion section. In other words, do not present long lists of results. You should reflect upon how the results, in part and in whole, shed light upon the phenomenon under investigation. Use your aims/objectives or theoretical postulates and/or hypotheses to guide the presentation and order of your results. *Ensure that any statistical results are presented correctly and with the appropriate information* (e.g. F-ratios, degrees of freedom, significance levels, etc.). Probability (p) levels should be provided in the text whenever the outcomes of inferential statistical analyses are discussed.

If you have a wide range of results from your research project then break them down into sections providing appropriate headings.

Discussion

Refer back to the review of the literature, the aims/objectives or the theoretical postulates or hypotheses and discuss their validity in the context of the results of the project. Summarise what your research has produced, and offer possible explanations for your findings. Bear in mind that statistically non-significant or contradictory results may be as important, or perhaps even more important, than those that support your predictions. A review of the strengths and weaknesses of the study and directions for future research should be provided.

References

Ensure that these are complete and accurate. Refer to Sternberg (2003), the British Psychological Society (BPsS) and the American Psychological Association (APA) guidelines.

Appendices

Most of the relevant material should be included in the main text, but in some cases background information should be presented in appendices. Ensure that you refer to all appendices in the main text. Finally, please ensure that you keep all of the raw data in a safe place.

A useful resource

A library of past student projects is kept in the Department. You may refer to these for examples of projects conducted by former students. Indeed, this is a good way to help you start thinking about your own research project. Contact the Departmental Office to arrange access to this library.

Deadline for Submission of Research Project: 23rd February, 2018

ASSESSMENT CRITERIA

The student's research project will be assessed on the basis of the Project Report (see Appendix VI). The Project will be assessed independently by two examiners, who come to an agreed mark. As with other submitted pieces of work, all projects are made available to examiners external to the University for further assessment and scrutiny.

To satisfy the examiners, students should have:

1. presented a coherent rationale underpinning their chosen research topic and stated the issue(s)/hypotheses clearly;

2. provided evidence of extensive and appropriate reading, and a review of the relevant literature that is clearly focused on the research topic;

3. selected a system of enquiry, a research design and data analysis methods that are appropriate for the research topic, and commented effectively upon each of them;

4. conducted the research in a systematic and professional fashion, and presented the results in a coherent and effective manner;

5. drawn appropriate conclusions from the data and argued interpretations incisively;

6. related their findings to the hypotheses/issues under investigation and discussed the data within the context of the relevant literature and possible directions for future research;

7. given due consideration to all ethical issues and adhered to the appropriate ethical guidelines.

The outcome of the foregoing assessment may be moderated if there is evidence that the supervisor, or another agent, contributed to the project to the extent that the student's independent implementation of the project could be questioned. Evidence of plagiarism will be addressed by following the guidelines laid down by the Maynooth University.

Important final reminder points:

The report must be word-processed. PCs are available to students for word-processing at various locations on the University campus. PC's in the Department's Computer Laboratory are NOT available for word-processing.

The length of the report should be between 5,000 and 8,000 words, no more than 30 X A4 pages (excluding references and appendices), size 12 font and double spaced with standard margins. Marks will be deducted if these guidelines are clearly disregarded. Two bound copies must be submitted.

Deadline for Submission of Research Project: **23rd February, 2018**

APPENDIX I

Schedule of Staff Presentations on Final Year Projects
Research Interests/Themes

Staff will provide ~15 minute overviews on their areas of interest and possible research projects, with time for questions, at the following times.

You are not required to attend all sessions. All talks will take place in the Teaching Lab.

Date	Time	Staff Member
Tuesday 11th April	2.00	Dr Richard Roche
	2.20	Dr Deirdre Desmond
	2:40	
	3:00	Dr Sean Commins
	3:20	
	3:40	
	4:00	Prof Andrew Coogan
Thursday 13th April	2:00	Dr Bryan Roche
	2:20	
	2:40	
	3.00	Prof Sinead McGilloway
	3:20	
	3:40	

APPENDIX II
Final Year Project Sign-up Sheet

Please indicate your choice of preferred Final Year Project Supervisor – **ranking them from 1 (your first choice) to 9 (your last choice) -** beside the appropriate staff member's name.

In the unlikely event of your not being allocated to one of your top preferred choices, you will be allocated randomly to a supervisor.

Once you have made your selection, detach this sheet and hand it in to the Assignment Box by 5.00pm on Tuesday April 25th at the latest.

Print Your Full Name Here: _____

Write Your Student Number Here:_____

Dr. Sean Commins	
Prof. Andrew Coogan	
Dr. Deirdre Desmond	
Dr. Patricia Gough	
Prof. Macolm MacLachlan	
Prof. Sinéad McGilloway	
Dr. Carol Murphy	
Dr. Bryan Roche	
Dr. Richard Roche	

APPENDIX III-ETHICS CHECKLIST FOR FINAL YEAR PROJECTS

Students should note that this checklist serves as a prompt and is not intended as comprehensive regarding all ethical issues to be addressed in all FYPs. Indeed, some issues may not be relevant or applicable to your particular project (N/A).

Have you considered and addressed:	√	N/A
Providing participants with information and contact details for yourself and the Research Supervisor (do not provide personal contact information)		
Participant characteristics (e.g., adults/children/vulnerable individuals?)		
Participant confidentiality/anonymity (Note the point at which your participant data are anonymised; if data are anonymised immediately upon participation, information should NOT state that it will be possible to withdraw individual data up to the point of publication)		
Informed consent/information and debriefing sheets: Ensure participant voluntariness – inform participant of "right to withdraw" participation at any time. Ensure language can be readily understood; refer to confidentiality and data protection, how complaints will be addressed, and to applicable code(/s) of ethics		
Specify, and justify, possible minor risk/s of discomfort (physical or social/psychological) to participants, and outline procedures for minimising discomfort		
Deception issues (explain/justify)		
Specify any incentives used to recruit participants		
Ensure that any advertisement used to recruit participants is appropriate		
Specify any participant inclusion or exclusion criteria		
Provide participants with information on data protection, data storage and retention (e.g., will encryption or password protection be required? Where will data be stored? For how long will data be retained?)		
Outline the expected duration of participant involvement (e.g., estimated number of hours/sessions)		
Issues if working with children or other vulnerable populations: Garda clearance; parental or third party informed consent; procedures to ensure voluntary participation (assent) of the individual		
Obtain informed (written) consent for participation from Principal/Director of Agency or Organisation		
Consider how to avoid identifying any participant or agency either by naming or by provision of information that might reveal identity		

Student's name (print):_____

Student #:_____

Signature (Supervisor): _____

My supervisor and I have considered and addressed the ethical issues that are relevant to my final-year research project. I understand that it is my responsibility, as the student conducting the research project, to ensure that all ethical guidelines and standards are adhered to in the actual execution of the project.

Signature (Student):_____

APPENDIX IV

DEPARTMENT OF PSYCHOLOGY

Maynooth University
National University of Ireland Maynooth

Research Proposal Form

University course	
Preliminary title of project	
Student's name	**Student number**
Supervisor(s)	
Agency supervisor(s) if applicable	
Background to the research (50 words max.)	
Main aim or research question (in one or two sentences)	

Sample including how recruited
Method including measures and instruments. If using an established measure/instrument simply providing the name will suffice with a relevant reference. If the measure/instrument is novel (designed specifically for the project) please attach a copy to the proposal (e.g. if a questionnaire) or provide a detailed description (e.g. if software). If project is a case study, specify the criteria to be used for selection and which analytic concepts will be used

Timetable Your timetable should indicate the periods that you intend to devote to: the literature review; data collection; data analysis; report writing; and checking and binding before submitting your report (if two or more of these activities will occur concurrently, please indicate)

External agencies and/or intermediaries if applicable

Have you discussed the possibility of undertaking a project with an external agency with your supervisor?

Yes No

Details of the group/agency:

Name:

Address:

Brief description of the function/role of the agency/group:

Who is your primary point of contact with the group/agency (include details of their role)?

Please outline the specific role of the agency/group in the proposed project.

Have you discussed the proposed project and received approval from the appropriate authority in the agency/group?

Yes, approval in principle (but the specifics of the study are yet to be agreed).

Yes, approval in full (the specifics of the study have been agreed)

No

Please justify your selection and where appropriate attach relevant supporting letters/documentation.

Detail any permissions/approvals that should be obtained prior starting the research project.

Potential discomfort or inconvenience to participants If so, justify why this is necessary in terms of the research aims

Special points or concerns to note If any, indicate how you intend to address these within the confines of the ethical guidelines laid down by the professional bodies
Prior briefing Give details of face-to-face briefings of participants *prior to data collection*
Debriefing participants Specify the procedures for debriefing participants
Debriefing agencies Indicate how agencies will be debriefed
Copyright law Provide your written assurance that copyright law will be observed with respect to questionnaires, tests, instruments, computer software, reproduction of literary texts, photographs, art, etc.

I have read and I understand the ethical guidelines and codes of conduct of the PSI and BPS and agree to undertake this research with due consideration of ethical issues.

I completed the Ethics Checklist for Final Year Projects, in consultation with my supervisor, and submitted it to the Departmental Office before commencing any data collection for said project.

Student's signature_____ Date_____

Supervisor's signature_____ Date_____

APPENDIX V

INFORMED CONSENT FORM FOR STUDENT RESEARCH

In agreeing to participate in this research I understand the following:

This research is being conducted by _____, an undergraduate student at the Department of Psychology, Maynooth University. The method proposed for this research project has been approved in principle by the Departmental Ethics Committee, which means that the Committee does not have concerns about the procedure itself as detailed by the student. It is, however, the above-named student's responsibility to adhere to ethical guidelines in their dealings with participants and the collection and handling of data. If I have any concerns about participation I understand that I may refuse to participate or withdraw at any stage.

I have been informed as to the general nature of the study and agree voluntarily to participate.

There are no known expected discomforts or risks associated with participation.

All data from the study will be treated confidentially. The data from all participants will be compiled, analysed, and submitted in a report to the Psychology Department. No participant's data will be identified by name at any stage of the data analysis or in the final report.

At the conclusion of my participation, any questions or concerns I have will be fully addressed.

I may withdraw from this study at any time, and may withdraw my data at the conclusion of my participation if I still have concerns.

Signed:

_____ Participant

_____ Researcher

_____ Date

APPENDIX VI

Department of Psychology, NUI Maynooth

Final Year Project Marking Form

Student's name		
Supervisor		Grade
Second marker		Grade
		Agreed grade
Comment on how agreed grade was calculated		

tick if adequate		*comment where appropriate*
SECTION	√	**COMMENT**
Abstract		
Appropriate detail		
Introduction		
Literature review		
Critical evaluation		
Justification of study		
Hypotheses/ aims		
Method		
Quality of design		
Detail of procedure		
Ethical issues		
Results		
Presentation		
Description		
Interpretation (if appropriate)		
Conclusions (if appropriate)		
Discussion		
Discussion of results		
Evaluation of study		
Reference to literature		
Final conclusions		
Overall assessment & Other Comments		
Research quality		
Quality of research idea (if student generated)		
Quality of implementation		
Write-up/ Report quality		
Structure within report		
Clarity of expression/ Quality of writing		