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| **Behavioural Application**  | **For Internal Use Only** |
| **UnivRS Internal ID:****Date Received:** Click here to enter a date. |

**Part 1: Key Information**

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| Title\*: **To Take a Break or Not to Take a Break: The Impact of Incubation on Creative Performance**Level of Risk: \* Minimal riskExpected Start Date: \* 2019-02-18Expected End Date: \* 2019-04-06If applicable, explain why this application is time sensitive: **For undergraduate psychology lab course**  |

**Applicants**

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| **Principal Investigator**

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| --- | --- | --- | --- | --- |
| **Name:** | **NSID:**  | **Email:**  | **Phone:**  | **Organization (Department):** |
| **Valerie Thompson** | **vat128** | **valerie.thompson@usask.ca** | **966-6668** | **Dept. of Psychology, Arts & Science** |

**Sub-Investigator(s)**

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| **Name:** | **NSID:**  | **Email:**  | **Phone:**  | **Organization (Department):** |
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**Student(s)**

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| --- | --- | --- | --- | --- |
| **Name:** | **NSID:**  | **Email:**  | **Phone:**  | **Organization (Department):** |

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| --- | --- | --- | --- | --- |
| **Rebecca Antosh** | **rea306**  | **rea306@mail.usask.ca** |  | **Dept. of Psychology, Arts & Science**  |
| **Phaedra Berger** | **pmb232**  | **pmb232@mail.usask.ca** |  | **Dept. of Psychology, Arts & Science**  |
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**Primary Contact**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name:** | **NSID:**  | **Email:**  | **Phone:**  | **Organization (Department):** |
| **Valerie Thompson** | **vat128** | **valerie.thompson@usask.ca** | **966-6668** | **Dept. of Psychology, Arts & Science**  |

**Secondary Contact**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name:** | **NSID:**  | **Email:**  | **Phone:**  | **Organization (Department):** |
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**Sponsor(s)**

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| **Sponsor:** | **Pending / Awarded** |
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**Agency(ies)**

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| This project is funded: \* | [ ]  Yes [x]  No |
| The funding supporting this project will be administrated at the University of Saskatchewan:  | [ ]  Yes, complete Part A[ ]  No, complete Part B |

**Part A: For Grants and Contracts administered by the U of S:**Project Application(s) Directly Associated with the Fund(s) Supporting this Project. Specify the UnivRS internal ID# (for pending grants or contracts): Project(s) Directly Associated with the Fund(s) Supporting this ProjectSpecify the UnivRS internal ID# (for awarded grants or contracts): **Part B: For Grants or Contracts not administered by the U of S:**

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| **Agency:** | **Pending / Awarded** |
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**Location(s) Where Research Activities Are Conducted**

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| Enter every location where this research will be conducted under this Research Ethics Approval: \* **University of Saskatchewan or at mutually agreed upon location** Country(ies):\* List all countries where you will be conducting your research under this Research Ethics Approval. **Canada**If this project will be conducted within schools, health regions, or other organizations, specify how you will obtain permission to access the site. Submit a copy of the certificate or letter of approval when obtained. If you do not plan to seek approval, provide a justification:  |

**Other Ethics Approval**

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| This project has applied for/received approval from another Research Ethics Board(s) \* | [ ]  Yes [x]  No |

If 'yes', identify the other Research Ethics Board(s):  |

**Conflict of Interest**

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| Confirm whether any member of the research team or their immediate family members will:

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| Receive personal benefits over and above the direct costs of conducting the project, such as remuneration or employment: \* | [ ]  Yes [x]  No |
| Receive significant payments from the Sponsor such as compensation in the form of equipment, supplies or retainers for ongoing consultation and honoraria: \* | [ ]  Yes [x]  No |
| Have a non-financial relationship with the Sponsor such as unpaid consultant, board membership, advisor or other non-financial interest: \* | [ ]  Yes [x]  No |
| Have any direct involvement with the Sponsor such as stock ownership, stock options or board membership: \* | [ ]  Yes [x]  No |
| Hold patents, trademarks, copyrights, licensing agreements or intellectual property rights linked in any way to this project or the Sponsor: \* | [ ]  Yes [x]  No |
| Have any other relationship, financial or non-financial, that if not disclosed, could be construed as a conflict of interest: \* | [ ]  Yes [x]  No |

If yes was answered to any question(s), explain the personal benefit(s) and how the conflict will be managed:  |

**Part 2: Project Overview**

**Project Overview**

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| Summarize this project, its objectives and potential significance: \* **The primary purpose of the research is to train the student-researcher in the methods of behavioural research. This study will examine the relationship between type of incubation activity and performance on a divergent creativity task. Previous studies have indicated that an incubation period in the form of an interpolated task is related to improved creative performance. However, past studies have failed to examine the effect of using two different types of creativity tasks as primary and interpolated tasks. Past research has determined that a non-creative interpolated activity of a different type (verbal or spatial) was related to improved performance on a divergent creativity task. Thus, we aim to investigate what type of interpolated task (another divergent, convergent, or non-creative task) leads to the strongest demonstration of creative thinking. It is hypothesized that if incubation effects are due to unconscious work, the condition with a convergent interpolated task should result in the highest creativity scores. However, if incubation effects are due to beneficial forgetting, there should be no significant difference between the convergent, divergent and non-creative interpolated activities on creativity scores.** Provide a description of the research design and methods to be used: \* **After consent has been obtained (Appendix A/F), each participant will complete four conditions on paper (Appendix B). All conditions will use an Alternative Uses Task (AUT) as the primary creativity task (the basis of creativity score). Three conditions will have different interpolated activities. These activities will consist of another AUT (divergent creativity task), a Remote Associates Test (convergent task), and an anagram solving task (non-creative task). The fourth condition will be a control condition in which participants will have the same amount of time to work on the primary AUT as in other conditions but without an incubation period. After work on the primary AUT, the participants will be given a secondary AUT task in order to fill the remaining time. A Latin Square design will be used to counterbalance the order in which conditions are presented.**  |

**Duration and Location of Data Collection Events**

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| Outline the duration and location of data collection for the following, if applicable:Audio/Video Recording(s):      Ethnography:      Focus Group(s):      Group Interview(s):      Home Visit(s):      Individual Interview(s):      Non-Invasive Physical Measurement(s):      Participant Observation:      Questionnaire(s): Secondary Use of Data or Analysis of Existing Data:       Other: **Behavioural Measures at University of Saskatchewan for approximately 30 minutes**  |

**Internet-Based Interaction**

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| Confirm whether this project will involve internet-based interactions with participants, including e-mails: \* | [x]  Yes [ ]  No |

If a third party research or transaction log tool, screen capturing or website survey software or masked survey site is used, describe how the security of data gathered at those sites will be ensured: Describe how permission to use any third party owned site(s) will be obtained: If participants may be identified by their email address, IP address or other identifying information, explain how this information will remain private and confidential:  |

**Anonymity and Confidentiality**

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| Confirm whether participants will be anonymous in the data gathering phase of the project: \* | [ ]  Yes [x]  No |

If 'No' was answered to the previous question, explain how the confidentiality of participants and their data will be protected, and include whether the research procedures or collected information may reasonably be expected to identify an individual: **Participants will be identified by an arbitrary number sequence that will not be associated with their data. This sequence will only be used to mark their participation in the study. Participant's signed consent forms will not be stored with their data.** Identify any factors that may limit the researchers’ ability to guarantee confidentiality:

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| Limits due to the nature of group activities, such as a focus group where the project team cannot guarantee confidentiality: | [ ]  Yes [x]  No |
| Limits due to context: individual participants could be identified because of the nature or size of the sample: | [ ]  Yes [x]  No |
| Limits due to context: individual participants could be identified because of their relationship with the project team: | [ ]  Yes [x]  No |
| Limits due to selection: procedures for recruiting or selecting participants may compromise the confidentiality of participants, such as those referred to the project by a person outside the project team:  | [ ]  Yes [x]  No |

Other confidentiality limits:  |

**Risks and Benefits**

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| Explain the psychological, emotional, physical, social or legal harms that participants may experience during or after their participation: **No above-minimal risks of any kind.**Describe how the above risks will be managed. If appropriate, identify any resources to which they can be referred: **N/A**Describe the likely benefits of the research that may justify the above risk(s): **N/A** |

**Part 3: Community Engagement**

**Aboriginal Peoples and Community Engagement**

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| Aboriginal communities, peoples, language, culture or history is the primary focus of this project: \* | [ ]  Yes [x]  No |
| Aboriginal people will comprise a sizable proportion of the larger community that is the subject of research even if no Aboriginal-specific conclusions will be made: \* | [ ]  Yes [x]  No[ ]  Not Applicable |
| There is an intention to draw Aboriginal-specific conclusions from this project: \* | [ ]  Yes [x]  No |
| This project will involve community-based participatory research: \* | [ ]  Yes [x]  No |
| There will be a research agreement between the researcher and community: | [ ]  Yes [x]  No |

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**Aboriginal Engagement and Community-Based Participatory Research**

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| If 'yes' was answered to any of the above questions, complete the following:Outline the process to be followed for consulting with the appropriate community: Describe the organizational structure and community processes required to obtain approval within the specific community(ies): Describe any customs and codes of research practice that apply to the particular community(ies) affected by the project: Describe how the research plan will consider mutual benefit to the participating community(ies), support capacity building through enhancement of the skills of community personnel and the recognition of the role of elders and other knowledge holders: Describe how the community representatives will have the opportunity to participate in the interpretation of the data and the review of research findings before the completion of any reports or publications: Describe how the final project results will be shared with the participating community(ies):  |

**Part 4: Recruitment and Consent**

**Participant Recruitment**

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| Indicate the expected number of participants and provide a brief rationale for the number: \* **About 40 participants are expected as this is the maximum number of participants we will be permitted to recruit through the undergraduate psychology participant pool.** Describe the criteria for including participants: \* Describe the criteria for excluding participants: \* Provide a detailed description of the method of recruitment, such as how and whom will identify and contact prospective participants: \* **Participants may be selected by the researcher from several sources. First, students in 300-level laboratory classes may participate in exchange for reciprocal participation in their research studies. Second, friends, family and relatives of the researcher may be recruited. Finally participants may be recruited from the psychology participant pool, and they receive one bonus mark for approximately each half hour of research participation. The study will be posted on a secure web page (http://usask.sona-systems.com/). Participants sign-up to participate after reading a description of the study (several studies are posted simultaneously) and then selecting a convenient time to attend. There is no anticipated relationship between pool participants and the researcher. See Appendix D for study description posted on SONA.** If the project involves vulnerable, distinct, or cultural groups, or if the project is above minimal risk, describe the research team's experience or training in working with the population: **N/A** Explain any relationship between the researchers and the participants, including any safeguards to prevent possible undue influence, coercion or inducement: \* **Some participants may be friends and/or family of the undergraduate researchers. A letter of invitation for such potential participants has been prepared (Appendix E) to be used in recruitment. Friends and family who agree to participate will be asked to sign a consent form (Appendix F) and given a debriefing form upon completion (Appendix C). If participation is declined, the decision will be respected and they will not be asked again to participate.** Provide the details of any compensation or reimbursements offered to the participants: **Participants who are recruited through the participant pool will receive one bonus mark on their final grade in their participating psychology class.**  |

**Consent Process**

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| Describe the consent process: **Participants will be given a consent form detailing the purpose and and general procedure of the study (Appendix A) that they will be asked to read and sign. The student-researchers will answer any questions about the study before proceeding.** **Participants will be given a written debriefing form once participation is complete. A copy of the debriefing form is attached (Appendix C). Participants will be able to access a copy of the final report by contacting the student-researchers.** Specify who will explain the consent form and consent participants: \* **The student-researchers will explain the consent form and consent participants.** Explain where and under what circumstances consent will be obtained from participants: \* **Consent will be obtained prior to the beginning of the study in the location of data collection.**Describe any situation where the renewal of consent might be appropriate and how it may be obtained: \* **N/A**If deception of any kind will be used, justify its use, describe the protocol for debriefing and re-consenting participants upon completion: \* **There will be no deception.**If any of the participants are not competent to consent, describe the process by which their capacity or competency will be assessed, identify who will consent on his/her behalf (including any permission or information letter to be provided to the person or persons providing alternate consent), as well as the assent process for participants: **N/A**Describe how and when participants will be informed about their right to withdraw, including the procedures to be followed for participants who wish to withdraw at any point during the project: \* **The consent form clearly indicates that participants have the right to withdraw from the study at any time and for whatever reason without penalty. After signing the consent form, participants will be reminded of their right to withdraw. When participants decide to withdraw, data collection will be stopped immediately and they will be thanked for their participation. A copy of the debriefing form will be provided and each participant will be asked if there are any questions or concerns about the nature of the study. The participant will receive the same compensation as others who complete the study. All data collected from the participant will be destroyed beyond recovery. Participants may request the withdrawal of their data at any time before the data is pooled.**  |

**Part 5: Security and Storage**

**Data Security and Storage**

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| Identify the research personnel responsible for data collection: \* **The student-researchers**Specify who will have access to raw data, which may include information that would identify participants: \* **The student researchers and faculty supervisor.**Describe the data storage plans, including the arrangements for preventing the loss of data: \* **The data will be destroyed upon completion of the course unless it is published.**

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| Confirm whether the Principal Investigator will be responsible for data storage: \* | [x]  Yes [ ]  No |

If no, specify the reasons and indicate who will be responsible for data storage: Specify how long data will be retained: \* OtherIf other, specify duration and provide justification: **Data will be retained until the end of the course unless the data is published, in which case, it will be stored for five years.** Explain how the collected data is intended to be published, presented, or reported: \* **The data will be used as the basis for a research paper, presentation and conference poster assignment for the course. The data may also be published in an academic journal and/or presented at a professional conference.** Describe the final disposition of research materials: \* **Destroyed beyond recovery.**

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| State whether data will be transferred to a third party: \* | [ ]  Yes [x]  No |

Organization(s) where data will be transferred: Indicate how data will be transferred to the third party: Choose an item.If other, please specify:  |

**Part 6: Declaration of Principal Investigator**

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| By submitting this application form, the Principal Investigator (PI) attests to the following: * the information provided in this application is complete and correct.
* the PI accepts responsibility for the ethical conduct of this project and for the protection of the rights and welfare of the human participants who are directly or indirectly involved in this project.
* the PI will comply with all policies and guidelines of the University and affiliated institutions where this project will be conducted, as well as with all applicable federal and provincial laws regarding the protection of human participants in research.
* the PI will ensure that project personnel are qualified, appropriately trained and will adhere to the provisions of the Research Ethics Board-approved application.
* that adequate resources to protect participants (i.e., personnel, funding, time, equipment and space) are in place before implementing the research project, and that the research will stop if adequate resources become unavailable.
* any changes to the project, including the proposed method, consent process or recruitment procedures, will be reported to the Research Ethics Board for consideration in advance of implementation.
* will ensure that a status report will be submitted to the Research Ethics Board for consideration within one month of the current expiry date each year the project remains open, and upon project completion.
* if personal health information is requested, the PI assures that it is the minimum necessary to meet the research objective and will not be reused or disclosed to any parties other than those described in the Research Ethics Board-approved application, except as required by law.
* if a contract or grant related to this project is being reviewed by the University or Health Region, the PI understands a copy of the application, may be forwarded to the person responsible for the review of the contract or grant.
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**Document(s)**

Please provide a list of documents that are being submitted along with this application: e.g. Consent forms, questionnaires, interview questions, data collection sheets, recruitment materials.  **Participant pool-recruited participants consent form (Appendix A), Sample questionnaire and tasks (Appendix B), debriefing form (Appendix C), Sona study information (Appendix D), letter of invitation for friends and family (Appendix E), and consent form for friends/family (Appendix F)**