Online Invitation: Instructions

All online invitations must include the following:

1. If possible, should include a Carleton University letterhead

Examples:





2. Must provide a brief description of the research project and the tasks required of participants.

3. Must be clear about participant eligibility.

Example:

Participants must be between ages 18-24

4. Must not give prominence in terms of typeface or font size to compensation.

Example of inappropriate wording:

DO YOU WANT TO MAKE $50.00?

Example of approved wording:

Participants will be compensated with a $5 Tim Horton’s gift card.

5. Must state: “The ethics protocol for this project has been reviewed and cleared by the Carleton University Research Ethics Board” (choose appropriate board for the following contact information)

CUREB-A:

If you have any ethical concerns with the study, please contact the Carleton University Research Ethics Board-A (by phone at 613-520-2600 ext. 2517 or via email at [ethics@carleton.ca](mailto:ethics@carleton.ca)).

CUREB-B:

If you have any ethical concerns with the study, please contact the Carleton University Research Ethics Board-B (by phone at 613-520-2600 ext. 4085 or via email at [ethics@carleton.ca](mailto:ethics@carleton.ca)).

6. Contact information must be a Carleton phone number and/or a Carleton e-mail address.