



# Using the PRC as an undergrad student – PSYC 4000 & 4170

[www.yorku.ca/psycentr](http://www.yorku.ca/psycentr)

GETTING STARTED WITH USE OF THE PRC (Psychology Resource Centre – BSB 160)   Mon-Thurs 8 am – 6:50 pm, Fri 8 am - 4:50 pm For full details please refer to the PRC website		
Description	Notes	Where can I find?...
Come prepared e.g.: “Literature Review?”; Test Titles in hand; etc.	<ul style="list-style-type: none"> <li>-The more information you have, the better we are able to help you.</li> <li>-Search our <a href="#">website</a> before coming in to see us.</li> <li>-Knowing the “Titles” of the tests you’d like to view will make it easier for everyone.</li> <li>- As well as: Topic(s); construct(s); subject(s); variable(s) that you are interested in will help.</li> </ul>	<a href="http://www.yorku.ca/psycentr">www.yorku.ca/psycentr</a>
What are “Compendia Tests”?	<ul style="list-style-type: none"> <li>-The test compendia provide a wide array of personality, social psychological attitudes, marketing and consumer behaviour measures, etc. These tests tend to be shorter and easier to use. Typically they were originally published by the researcher(s) in peer reviewed journals. They are more easily accessed and do not typically have user fees associated with them.</li> <li>-You may take a picture of these tests or they can be photocopied in the Resource Centre for 25 cents (cash/change, not copy card) per page.</li> </ul>	<a href="#">Compendia Tests</a>
What are “Commercial Tests”?	<ul style="list-style-type: none"> <li>-The test publishers hold the copyright to commercial tests, and they set policies which determine whether a user is qualified to use, administer, and interpret the test, based on the user’s level of training and education.</li> <li>- Undergraduates are only allowed to use <u>some</u> psychological tests for research or other educational purposes under the supervision of a Department of Psychology faculty member who is responsible for ensuring ethical and legal standards are maintained and that the “Test” is one the student is qualified to use.</li> <li>-<b>The PRC adheres to the publisher’s policies on test use.</b> Therefore, some tests are <u>restricted access</u> – IQ tests, for example, usually require the user to be a licensed, accredited psychologist.</li> <li>-They are often clinical, longer, or more complex tests that have been standardized, have established norms and may have multiple parts and or manipulatives and may entail extended administration, scoring and interpretation.</li> <li>-Photocopying of any part of a “Commercial Test” is <b>NOT</b> permitted in the PRC.</li> </ul>	<a href="#">Commercial Tests</a>
Which Tests to Use and Where to search?	<ul style="list-style-type: none"> <li>-Under “Catalogue” start your search in ‘Compendia Tests’ (top of the page). You may use these <u>without</u> seeking pre-authorization to view/use. -</li> <li>-You will want to get your CD or TAs OK for use in your research!</li> </ul>	<a href="#">Compendia Tests</a>
Using “Compendia Tests”	<ul style="list-style-type: none"> <li>-These tests are in the ‘public domain’ and are typically available for use <u>without</u> seeking author’s permission. Compendia can be found in the PRC.</li> <li>-To access them, search for tests you may want to use under ‘Compendia Tests’ category. Determine the compendia and page number(s) of the test, and provide the staff with it. E.g. The test ‘Activities of Daily Living Scale’ can be found in HNRS on page 277.</li> </ul>	<a href="#">Compendia Tests</a>

	-The " <b>Type</b> " fields will usually provide an indication if the entry contains the "Test" itself or just source information e.g. <b>Source</b> will provide the source reference - NOT the test; Test will include the <u>actual test</u> with the items.	
Using "Commercial Tests"	-Tests have been assigned Qualification levels – A, B, and C or 1, 2, 3, – these are set by the individual publisher. -Some Level A and / or B test protocols (consumables – e.g. answer booklets) may be made available for purchase to undergraduates with a signed "Test Authorization" form or e-mail from their Course Director. You will <b>not</b> have access to any commercial "C" tests.  -Photocopying of any part of "Commercial Tests" are not permitted in the PRC.	<a href="#">Test Authorization Form</a>
psycTESTS	-If you can't find what you're looking for on our website, another valuable resource is <b>psycTESTS</b> which is accessible through the YorkU library.  -Search 'psycTESTS' and click 'Click to access this resource'.	<a href="#">Library</a>  <a href="#">PsycTests on ProQuest</a>
Lost or confused?	-Use our 'Panic Flow Chart' to help you figure out the next step(s).	<a href="#">Panic Sheet</a>
Improve Your Search	-Try different variations of the terms you are using to widen your search. E.g. Test; Scale; Inventory; Measure; Questionnaire E.g. Family; Kinship; Familial; Couple; Marriage; Cohabitation  -Thesauruses of Psychological Terms may be of use. They can be found within the PRC or within the library and online in some databases e.g. APA.  -You may also find terms/keywords in some articles or tests which can help in further searches.	Gallagher, L. A. (2005). Thesaurus of psychological index terms. Washington, DC: American Psychological Association. Z 695.1 P7 T48 2005.  Zuckerman, E. L. (2005). Clinician's thesaurus: The Guide to conducting interviews and writing psychological reports. New York: Guilford Press. RC 480.7 Z83 2005
Other Resources	-Look through the various links to find our resources, tests, etc.	<a href="#">Psychological Tests</a>  <a href="#">Research Guides: Psychological Tests</a>
Survey Monkey	-Use Survey Monkey to reach more participants by posting your tests online for others to complete. -Undergraduates must have their supervisor's authorization to use the Survey Monkey account. Fill out the "SurveyMonkey User's Agreement" form to seek permission for use. All users share one login and password for multi-user access. <b>***Account will expire October 31, 2018***</b>	<a href="#">Survey Monkey</a>  <a href="#">SurveyMonkey User's Agreement Form</a>
Before You Start Administering your Tests	-After you have found the tests you would like to use, we highly recommend you conduct a practice administration of the test (on yourself, a friend, etc.) before distributing it to participants. - <b>Why?</b> This will provide you with an opportunity to practice scoring the test to ensure you understand how, before you've given the test out to all your participants and find out you're unsure of how to score it! Additionally, doing this practice run will provide you an estimate of the time you will need to allocate to score all the tests after you have administered and collected them.	