Procedure for Laboratory Research during COVID-19

**Workgroup Social Psychology**

**Actions – Overview:**

- Each device (mouse, keyboard, pencils, etc.) has to be disinfected before and after usage. Windows have to be opened and fresh air has to be let in regularly.

- Participants have to wash their hands for at least 30 seconds and disinfect them subsequently. Afterwards participants get nose and mouth protection and have to wear it for as long as they are in the building.

- Participants have to be separated from one another by physical partitions and two empty seats (distance > 2 m) while participating in the study.

- The experimenter has to wear nose and mouth protection as well as disposable gloves during the time the study is conducted.

- The experimenter is separated from participants by physical partitions or space (> 2 m).

- Experimenters have to keep a logbook containing information about which participant was present at which time in the laboratory. The participants in this logbook are recorded by pseudonymized IDs. The experimenter keeps an additional document which can identify the participants and provide contact information if necessary.

- During no time before, during or after the study, it is allowed for participants to form groups. Participants have to keep always a distance of at least 2 m from each other and other persons around. The experimenter has to ensure and check this.

**Conducting studies – procedure in detail:**

- Each experimenter has to keep a logbook for each laboratory. This logbook contains the persons in the laboratory (experimenter and participants) during each point in time. Participants true identity is kept anonymous in this logbook (give pseudonymized IDs). The examiner keeps a second list containing the pseudonymized ID, real name and contact information.

- Participants have to be informed about the exact place to wait in front of the building. This can be done by email before the beginning of the study. Participants have also to be informed that they have to keep distance during the whole time from arriving at the building until leaving the building again.

- The windows of the laboratory have to be opened before and between each session for at least 5 minutes to let fresh air in.

- Before participants enter the laboratory, all places and devices (table, chair, pencil, keyboard, mouse, etc.) have to be disinfected. After disinfection, only participants are allowed to touch the devices.

- Participants have to wait at the entrance of the NIG. The experimenter picks up the participants there and informs them about the procedures. The minimum distance of 2 m has to be ensured during all phases of the study. The experimenter has to control and ensure this.

- The experimenter guides the participants to the 6. floor (7. floor respectively) using the stairways. Arriving at the respective floor, the experimenter guides the participants to a bathroom near the laboratory. Folding doors on the ways are opened and fixated.

- Only one participant is allowed to be in the bathroom at once. In the bathroom, participants have to wash their hands for at least 30 seconds and additionally disinfect their hands subsequently. Afterwards the experimenter hands out a nose and mouth protection and participants have to wear it until leaving the building.

- The examiner guides the participants to the laboratory. In case of multiple participants, they are only allowed to enter one by one and instructed to sit on a predefined seat.

- During conducting the study, the experimenter takes places in a physically separated area of the room (D613/615, C702). The experimenter leaves this area only in case participants need help. Under all circumstances, the experimenter keeps a distance of 2 m to participants.

In case of Lab D611 (no partitions and only individual studies) the experimenter takes place in at least 2 m distance to the participant.

- After conducting the study, it hast to be ensured that participants leave the laboratory only one after another and separated by some time.

- After the end of each day the windows have to be opened to let fresh air in and all devices have to be disinfected.