**Does Your Project Require an Application to the Baylor IRB?**

**Will you, a member of your research team or a collaborator observe or interact with individuals to gather information that will be used for research?**  
Examples:
- Surveys, questionnaires, focus groups, interviews
- Games, experiments in physical or in electronic environments
- Physical or biomedical procedures—imaging, scanning, blood collection, anthropomorphic procedures
- Diet, nutrition studies, taste tests
- Studies examining effectiveness of educational tools or curricula
- Use of instruments or devices, including phones, to collect data or monitor or influence behavior
- Passive observation of behavior (in physical or online environments, including social media)
- Studies examining individuals’ responses to manipulation of their physical or online environment
- Another activity that involves observation of, or interaction with, individuals to gather information for research

**NO**, Research will use only existing data

**YES**

Is the information being collected “about” individuals?

**YES**

The focus of the project is on people or their opinions, perceptions, choices, decisions regarding themselves or how methods, policies, procedures, organizations etc. affect them or their environment.

Is this a **class project**?

**YES**

Is the sole intent of the project to meet course requirements, with no intention to use the results for something other than the course assignment?

**NO**

Does the project involve stories that will or may draw broad conclusions about the population, cultures, norms and practices; even if no research hypothesis is being tested or validated?

**YES**

Published materials will be limited to only documenting or reporting on events, situations, policies, institutions or systems without the intent to form hypotheses, draw conclusions, or generalize findings.

**NO**

Outcomes will remain specific to the organization, programs or services, although other organizations may use the results for their own programs.

**YES**

**Not human subject research.**  
**Non-HSR application is optional.**

Is this a **quality assurance/quality improvement/organizational effectiveness study**?  
I.e., to assess, improve, or develop programs or services for an organization?

**YES**

Will outcomes be generalized for other organizations, programs or services?

**NO**

**YES**

**Not human subject research.**  
**Non-HSR application is optional.**

**NO**

The focus of the project is only on products, methods, policies, procedures, organizations: e.g., interviewing transportation staff and officials about parking or transportation policies and procedures.

Is the information being collected “about” individuals?

**YES**

The focus of the project is on people or their opinions, perceptions, choices, decisions regarding themselves or how methods, policies, procedures, organizations etc. affect them or their environment.

Is this a **class project**?

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**YES**

**Project is research with human subjects.**  
An application to the IRB and written notice of approval or exemption required before the research can begin.  
For assistance: www.baylor.edu/research/irb