**Sample of Simple Text IRB Email Message**

Below are two samples of the Subject line (no more than 31 characters) and body text of a single email message related to IRB research projects.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. Sample One – no link**

**Email Subject Line***: Males earn $10 for research*

**Email Body Text:**

*Voluntary Research Opportunity*The Center for Children at Montclair State University is looking for MALE freshman and sophomores, who are between 18-21 years of age and currently involved in sports, to participate in a research study on childhood experiences.

You will be asked to take complete an online survey about many aspects of your childhood experiences, your experiences while growing up, and how you view the world and relationships in general. The survey will take you about one hour and you will be compensated $10 cash to thank you for your time.

If you would like to take part in this study please come to the Computer Lab (Room XXX) in Dickson Hall on Wednesday @ 2:30. We will be there every Wednesday this Fall semester.

This study has been approved by MSU’s Institutional Review Board (Protocol# ………)

*Montclair State University Administration is sharing this information with you on behalf of a faculty researcher. The researcher is conducting this study as part of their research and scholarship at the University.  The research is voluntary and students are not obligated to participate. The University administration does not track any individual data you might provide within the context of the research study.*

**2. Sample Two – with link**

**Email Subject Line: Student Mobile Device Questionnaire**

Researchers at Montclair State University are conducting a study to learn about how undergraduate students use mobile devices. If eligible, you are invited to participate in an online survey.

* **Are you currently enrolled as an undergraduate student at Montclair State University?**
* **Are you between 18 and 23 years old?**
* **Do you currently use a smartphone?**

If your answer is **YES** to all of the above questions, you are invited to participate in this study by going to the: [**Undergraduate Student Questionnaire**](http://www.montclair.edu/provost/institutional-review-board/).

If you choose to complete the 15-20 minute questionnaire, you will be given a chance to enter your name, separate from the questionnaire, for a drawing for **one of three $25 Amazon cards**.

If you want to know further about the current study, please contact Dr. Faculty at: faculty@gmail.com

Please share this information with anyone you know who fits the criteria and invite them to participate!

This study has been approved by MSU’s Institutional Review Board (Protocol# 00XXXX)

*Montclair State University Administration is sharing this information with you on behalf of a faculty researcher. The researcher is conducting this study as part of their research and scholarship at the University.  The research is voluntary and students are not obligated to participate. The University administration does not track any individual data you might provide within the context of the research study.*