



Experimentallabor

Technische Universität Berlin
Straße des 17. Juni 135
Room H5134 (Main Building, 5th floor)
10623 Berlin

How to run an experiment at the *Experimentallabor*?

1. Read carefully the [laboratory rules](#).
2. Program and test the experiment beforehand.
3. Send instructions to laboratory manager **at least 1 week** before the scheduled date and get approval of the lab managers.
→ lab.hiwis@wzb.eu

**No experiments can be run in the laboratory without
complying with the laboratory rules
and the approval of the lab manager!**

4. How to reserve time slots in the lab:
 - Send reservation form and request regarding session planning and invitation procedure to the research assistants.
→ lab.hiwis@wzb.eu
 - Testing the software in the laboratory **before** submitting the reservation form is strongly recommended!
 - The **reservation form must also be submitted at least 1 week prior** to the scheduled date .
→ [reservation form](#)
5. Agreement with research assistants – a few days before the experiment
 - If applicable, create an experiment overview.
 - If applicable, test experimental setup in the laboratory.
 - If applicable, discuss invitation procedure.
 - Tell research assistants which receipt should be used.
 - Send instructions to research assistants for printing.
6. Payment
 - In case you need a specific denomination of the money for your experiment, you can change the money at the TU cash desk (H 2106, Main Building, 2nd floor). The opening hours are:

Tuesday & Thursday from 9:00 h to 13.00 h (temporarily closed).

- If the sessions are scheduled to take place outside of opening hours, the money must be brought with you to match the payment. There is no other way to change money at the TU!
- The research assistants typically handle the payment of participants.
- Check the remaining money! Deficit amounts cannot be refunded!

7. After the experiment

- The laboratory should be left as it was found, i.e. if the starting page of the browser was changed, keys were manipulated etc. undo these changes.
- Please delete temporarily stored data and save your data.
- Don't store data on the drive, as no backups are made.
- If the instructions of the experiment allow for it, the payment should be done in room H5135 (Dorothea's office) and please ensure that participants enter individually.

8. Citation of the software in the publication

- **ORSEE**
Greiner, Ben. 2015. Subject Pool Recruitment Procedures: Organizing Experiments with ORSEE, *Journal of the Economic Science Association*, 1(1): 114–125.
- **z-Tree**
Fischbacher, Urs. 2007. z-Tree: Zurich Toolbox for Ready-Made Economic Experiments. *Experimental Economics*, 10(2): 171–178.
- **oTree**
Daniel L. Chen, Martin Schonger, Chris Wickens. 2016. oTree – An Open-source Platform for Laboratory, Online, and Field Experiments. *Journal of Behavioral and Experimental Finance*, 9: 88–97.
- Be so kind to mention that the experiments were conducted at the WZB/TU Lab in your paper.

9. Please advertise the laboratory, we will gladly give you an example text for inclusion in your code.

Important infos:

Kai Barron	daniele.caliari@wzb.eu
Robert Stüber	fidel.petros@wzb.eu
Nina Bonge	nina.bonge@wzb.eu
	030 – 25491 408 (WZB)
Research assistants	lab.hiwis@wzb.eu
	030 – 314 29760
	Room H5149 (Technische Universität Berlin, Main Building, 5th floor)