

Biomechanics Laboratory Handbook

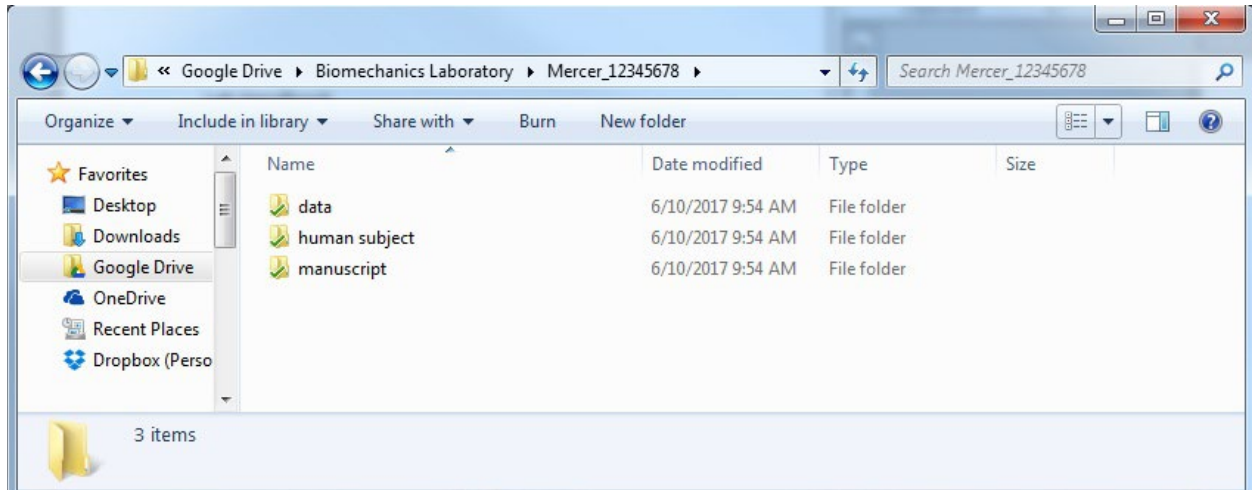
Data Storage

- Do not use any subject identifiers in file name (e.g., name, birthdate).
- Store all raw data on the Biomechanics Shared google drive.
- In that drive, create a folder using the following structure:

[Your last name]_[IRB protocol number]

Mercer_12345678

- In that folder, create the following subfolders:
 - Human Subjects For all IRB material
 - Data
 - /output For any processed data
 - /spss For any statistical data sets or outputs
 - Manuscript
 - For any abstract and/or manuscript
- For paper data collection sheets, digitize (i.e., scan) the files and place them in the 'Data' folder.
- Also, place the paper data collection sheets in the project binder. Do not link the data collection sheets with the Informed Consent documents. All data collection sheets should have no identifiers (e.g., name).



- When saving files for each data collection, use this format for the file name:

Project#_S?C?T?.txt

- No spaces
- 's' is subject number
- 'c' is 'condition'
- 'S' and 'C' are case sensitive.
 - Use 'condition' to represent specific experimental situations.
 - C1: Shoe 1
 - C2: Shoe 2
 - A condition number will always represent an experiment manipulation – the order of conditions can change, but C1 will always represent the same experimental condition.
 - For example, C1 = shoe 1, C2 = shoe 2 ... always. Sometimes 'C2' will be the first condition and 'C1' will be the second condition.
- 't' is 'trial'
 - Use 'trial' to represent different attempts at a condition.
 - S1C1T1: Subject 1, condition 1, trial 1
 - S1C1T2: Subject 1, condition 1, trial 2