**Pre-fMRI Scanning Protocol**

1. **Scheduling**

\_\_\_\_\_ Email participant and make sure they are eligible to participate in the study

Dear (participant’s name),  
 Before we schedule a time to begin the experiment, I need you to answer a few questions……  
Thank you,  
(Insert Name)

\_\_\_\_\_ Schedule a time to meet with the participant in the lab

\_\_\_\_\_ Send a reminder email the day before informing the participant when and where to meet you

Dear (participant’s name),  
 Here is a friendly reminder that you are scheduled to meet with me in Park 341 at (insert time).   
See you tomorrow,  
(Insert Name)

1. **Set up**

\_\_\_\_\_ Have a copy of the informed consent ready to go over with the participant

\_\_\_\_\_ Have the SITE ready for the participant to create an account on the computer in room ##

\_\_\_\_\_ Have the SITE ready to assign the participants tasks after they have created an account

\_\_\_\_\_ If timeslots are available for the scanner have these prepared to schedule with the participant.

1. **Gaining consent and individual differences**

\_\_\_\_\_ Gain verbal consent from participant and give them the form to take home with them

\_\_\_\_\_ Usher participant to the computer in room ## to create an account on SITE

\_\_\_\_\_Instruct participant to find their user name and password in their email

\_\_\_\_\_ Assign participant appropriate tasks

\_\_\_\_\_ Update Info  
 \_\_\_\_\_ Handedness  
 \_\_\_\_\_ Language Experience  
 \_\_\_\_\_Lexical Decision

\_\_\_\_\_ Have the participant complete the tasks

1. **Scheduling time at the scanner**

\_\_\_\_\_ Schedule MRI sessions

\_\_\_\_\_ Send the participant a reminder email a day before there timeslot for each session with directions to the scanner.

1. **Thank the participant for their time.**