

2021 RESEARCH STAFF TRAINING AGENDA

Key:

training content that is core for everyone	training content that is not core for everyone (may be core for either admin or survey track)	optional content/activities	self-paced Stata/R labs (optional)
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WEEK 1 | OCT 18 - 22

DAY/TIME	SESSION AND PRESENTER	DESCRIPTION/NOTES
M 11:00-11:15	Welcome and introductions	
M 11:20-12:20	Project Lifecycle Sarah Kopper (J-PAL)	This session walks through the steps in the research process for randomized controlled trials from the early design stage through study wrap-up, with a focus on research protocols to keep in mind at each step. This is a parallel session for participants not from IPA.
M 11:20-12:20	IPA Research Protocols Lindsey Shaughnessy (IPA)	Parallel session tailored to participants from IPA about IPA's "Minimum Must Dos", or required research protocols. What do you need to know to collect high-quality data?
M 12:30-1:30	Stakeholder Engagement Noreen Giga (J-PAL), Louise Geraghty (J-PAL)	Projects typically have many stakeholders with competing needs and interests. This presentation provides a framework for how to think about identifying and balancing needs of the stakeholders on a project.
W 11:00-12:30	Measurement Jesse Gubb (J-PAL)	This session is meant as a precursor for both survey and admin data tracks. It will discuss fundamental concepts of measurement, main sources of data, common forms of measurement error/bias, and best practices for data collection.
W 12:45-1:05	Random Coffee	Time to meet some other RST participants!
W 1:10-2:10	Stata 101 lecture (Evan Williams, J-PAL) + Stata/R self-paced lab	Those who are new to Stata and want to learn should attend the Stata 101 lecture, and everyone else can use this time to work on self-paced labs. TAs will be available via zoom to help with installation/setup and answer questions.
R 11:00-1:00	SurveyCTO 1 and 2 Carlos Bohm (IPA) and Katharina Kaepfel (Global)	This session is part of the survey data track. SurveyCTO 1 is an introduction into programming surveys in SurveyCTO and is targeted for those who have never used SurveyCTO before. SurveyCTO 2 builds on the preceding lecture by teaching some higher level concepts. Both sessions include a lab component.
R 11:00-1:00	Administrative Data Jesse Gubb (J-PAL)	This session is part of the administrative data track. It will discuss benefits and potential biases of using administrative data in research, provide insights into the process of accessing proprietary/nonpublic administrative data, and discuss data flow options for various matching strategies.

NOTE ALL TIMES IN ET

WEEK 2 | OCT 25 - 29

DAY/TIME	SESSION AND PRESENTER	DESCRIPTION/NOTES
M 11:00-12:30	Research Ethics Laura Feeney (J-PAL)	This session will discuss the fundamental principles of research ethics. In small group breakouts, participants will practice applying these principles to real world research scenarios. This session will include implications both for human subjects and others involved in the research (e.g. enumerators) and discuss ways in which ethical research may in fact produce higher quality research. Please come prepared by reading the Belmont Report in advance.
M 12:45-1:45	Research Transparency Sarah Kopper (J-PAL)	An introduction to transparent and reproducible research practices, and how they can be used to combat problems of p-hacking, false positives, and non-reproducible research findings in social science.
W 11:00-12:00	SurveyCTO 3 Rosemarie Sandino (IPA)	This session is part of the survey data track. Participants should have at least a good working knowledge of SurveyCTO. Participants will be able to choose from a number of more advanced topics to cover, including randomization, integrations, server datasets, and case management.
W 12:15-1:45	PI Perspective Panel Panelists: Ceren Baysan, Pia Raffler Moderator: Sarah Gault (J-PAL)	Ceren Baysan, Visiting Assistant Professor in International Development at Yale University, and Pia Raffler, Assistant Professor in the Department of Government at Harvard University, will join for a panel offering insights on the process of designing and carrying out an RCT. The panel will focus on their papers on the impact of information campaigns on polarization and support for incumbents . Participants will have the opportunity to ask questions about topics discussed throughout the course, as well as any other questions they may have.
R 11:00-1:00	Sample Size and Power Michala Riis-Vestergaard (J-PAL)	An introduction to the concept of statistical power and how power calculations can be used to inform decisions about sample size, treatment allocation ratios, clustering, and other critical study design decisions.
R 1:05-1:55	Stata/R Self-paced lab	Self-paced exercises with TAs available on Zoom to answer questions
R 2:00 - 3:00	Research in Color	Research In Color (RIC) is a nonprofit organization that is dedicated to increasing the number of Ph.D. students of color in economics and related disciplines and amplifying meaningful research on communities of color. A leader from RIC will host an optional lunchtime chat to share opportunities available through RIC. RIC matches minority individuals looking to pursue doctoral degrees with seasoned professionals who serve as mentors and can collaborate on short independent research projects. This lunch session is tailored to participants who may be interested in becoming mentees through RIC, and all are welcome.

WEEK 3 | NOV 1 - 5

DAY/TIME	SESSION AND PRESENTER	DESCRIPTION/NOTES
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M 11:00-12:30	Coding Best Practices Jack Cavanagh (J-PAL)	This session will present best practices for file organization, coding, and handling data. It will also discuss methods of de-identifying data and requirements for data sharing and publication.
M 12:45-1:45	Institutional Review Boards (IRBs) Noreen Giga, Jessica Sashihara, Fatima Vakil (J-PAL)	This session will discuss why and when IRB review is necessary. It will also detail the steps/requirements for obtaining IRB approval and remaining compliant throughout the course of your study. This is a parallel session for anyone not from IPA.
M 12:45-1:45	IPA Ethics and IRBs Lindsey Shaughnessy, Neha Kaul (IPA)	Parallel session tailored to participants from IPA, about how IPA and the IPA IRB approach human subjects research. All are welcome.
Asynchronous	Data Security	<p>This pre-recorded session will cover key concepts in data security as they apply to research data and management. It will include demos for the password management tool LastPass, and for data encryption software Veracrypt and BoxCryptor.</p> <p>Anyone who does not already use LastPass is encouraged to complete the LastPass demo. J-PAL staff should complete the Veracrypt tutorial and IPA staff should complete the BoxCryptor tutorial. Everyone else can optionally choose to participate in the data encryption demos. If your organization or PIs recommend a different tool, this may not be necessary. However, if you don't currently use any data encryption tool we encourage you to do the Veracrypt demo (unlike BoxCryptor this is open source).</p>
W 11:00-1:00	High Frequency Checks and Back Checks Rosemarie Sandino (IPA)	This session is part of the survey data track. It will provide an introduction to how high frequency data checks and back checks can be used to ensure high quality data, followed by a hands-on lab on how to run HFCs/BCs in Stata and R as well as IPA's Data Management System
W 11:00-12:00	Data Validation Jesse Gubb, Patrick Collard, Aron Malatinszky (J-PAL)	This session is part of the admin data track. It will define what a data validation workflow should do, determine what checks should be conducted and discuss how to implement a set of checks for your project context.
W 1:15-2:15	Data Flow for Phone Surveys Rosemarie Sandino (IPA)	This session will discuss the mechanics of managing phone surveys. It will include data management and SurveyCTO training.
W 2:20-2:40	Random Coffee	Time to meet some other RST participants!
R 11:00-12:00	Project Management Amanda Lee, Kim Dadisman (J-PAL)	This session will use real world examples to provide tools and resources for effective project management. This is a parallel session for anyone not from IPA.
R 11:00-12:00	Project Management (IPA) Lindsey Shaughnessy (IPA)	This session will help IPA participants learn how to find critical research resources and use the myRA project management tool/checklist.
R 12:15-1:15	Research Methods: Experiments for Phone Surveys Shana Warren (IPA)	This session is part of the survey data track. It will overview the IPA's Research Methods Initiative's resources on remote data collection during COVID-19, including experimental evidence on increasing response rates, past and present research on representativeness, and public resources for implementing phone surveys.

R 1:15-1:40	Recap/Q&A for data security recorded sessions For participants from IPA or have questions about Boxcryptor, the session will be led by Lindsey Shaughnessy. For participants who are not from IPA or have questions about VeraCrypt, the session will be led by Jesse Gubb and Daniela Muhaj.	This session is meant as a recap/Q&A for the pre-recorded session on Data Security, which covers key concepts in data security as they apply to research data and management. This will be a split session.
R 1:50-2:50	Stata/R Self-paced lab	Self-paced exercises with TAs available on Zoom to answer questions.

WEEK 4 | NOV 8 - 12* SESSIONS WILL BE HELD M/T/W, NOTE THAT DAYLIGHT SAVINGS IN THE US ENDS 11/7 AND THEREFORE SESSION TIMES MAY CHANGE FOR SOME BASED ON LOCATION

DAY/TIME	SESSION AND PRESENTER	DESCRIPTION/NOTES
M 11:00-12:00	Implementation Monitoring Sarah Gault (J-PAL)	This session will discuss key threats to randomized evaluations and monitoring strategies to help mitigate these. It will also cover process monitoring to understand implementation quality and why an intervention did or did not work. Participants will have a chance to draw on their own experiences during breakout discussions.
M 12:15-1:15	Writing Stata Commands Rosemarie Sandino (IPA)	This session is Intended for people who have completed all self-paced Stata sessions. It will cover the basic elements of writing a Stata program, as well as include a section on put commands and a hands-on exercise if time allows.
M 1:25-2:45	Participant Share Out/Project Feedback opportunity	Participants can choose to share their research projects and any study challenges they may be facing and have other participants, as well as J-PAL and IPA staff, offer feedback or brainstorm ideas.
T 11:00-12:00	IPA Grants Management Tien Ngo, Leah Flynn (IPA)	During this session, IPA participants will learn about grant management at IPA, including basic policies and procedures, deliverable management, donor communications, and Salesforce. IPA's Director and Deputy Director of Grants & Contracts are available for Q&A!
T 12:10-1:40	Visualizing Data Yiping Li and Clare Sachsse (J-PAL)	Participants will learn and apply principles of design relevant to data visualization for economists. This session will include a lab for hands-on practice of design principles with tools available in Stata and LaTeX.
T 1:50-2:50	Stata/R Self-paced lab	Self-paced exercises with TAs available on Zoom to answer questions
W 11:00-12:00	SurveyCTO: Recent Improvements Christopher Robert (Founder and CTO of Dobility, Inc.)	The founder and CTO of Dobility will discuss recent improvements with the SurveyCTO platform.
W 12:10-1:10	Communicating about RCTs Kim Dadisman (J-PAL)	This session will go over some critiques and challenges that participants may encounter when working on RCTs. We will introduce a framework for understanding and addressing these concerns and then practice in small breakout groups.
W 1:10-1:30	Wrap-up	