

Overview

Evidence in Governance and Politics (EGAP) is a global research, evaluation, and learning network that promotes rigorous knowledge accumulation, innovation, and evidence-based policy in various governance and accountability domains. EGAP has endorsed the idea of research registration in its statement of principles. The basic idea is that registration of research designs limits the scope for “fishing” and provides a tool for assessing the scope and effects of publication bias.

To that end, the [EGAP registry](#) is hosted by the Center for Open Science’s OSF Registries. This collaboration was entered into to increase the sharing of accurate and transparent information on research projects, and allow EGAP registry authors to continue to upload information related to the project post-registration.

This document details and illustrates the workflow to successfully submit a registration to EGAP.

Submit to EGAP's registry on OSF

[Click here](#) to access the EGAP registry. You must have an OSF account in order to submit to this registry. [Click here](#) to create an account and use [these guides](#) if you need help

[Click here](#) to learn more about the EGAP registry.

Sections

[Start a registration](#)

[Start a Registration with an existing Project or Component](#)

Start a registration

There are two ways to start a registration or preregistration in the EGAP registry:

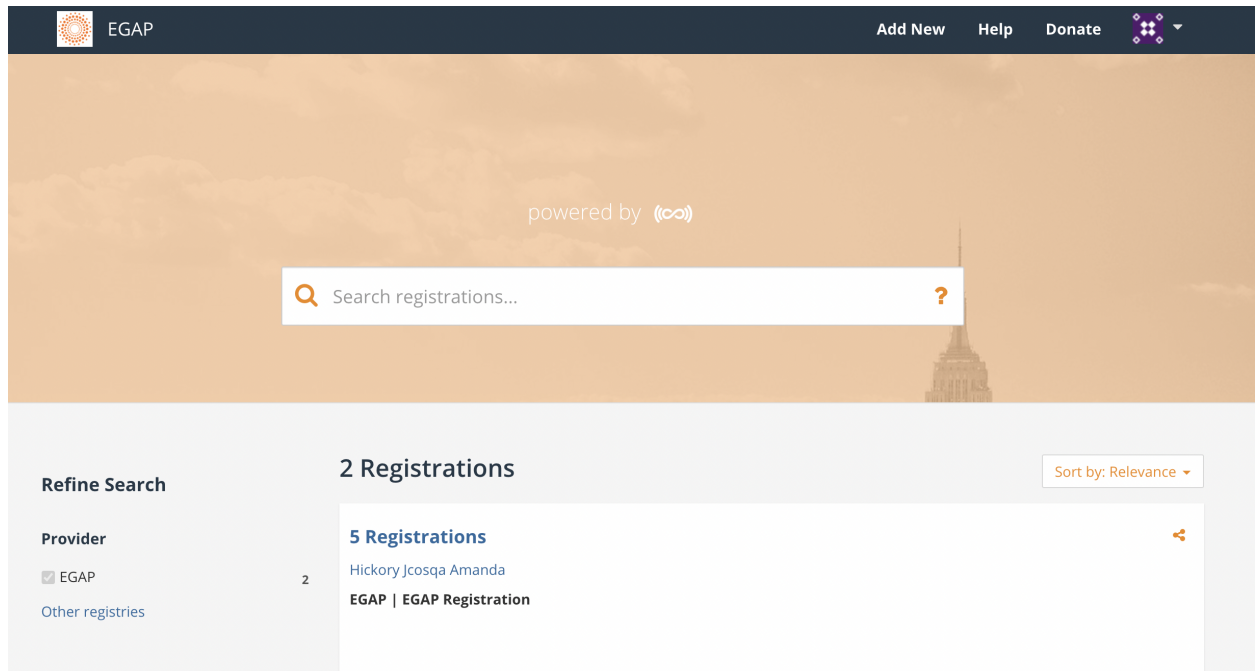
- Start an empty registration where you will have a blank slate and can enter information and attach documents as you build out your research plan.
- Start a registration based off a new or existing project or component where their information will sync to start the process. (Learn more about projects by visiting OSF's [Creating and Managing Projects](#) help guides.)

This guide will walk you through both approaches.

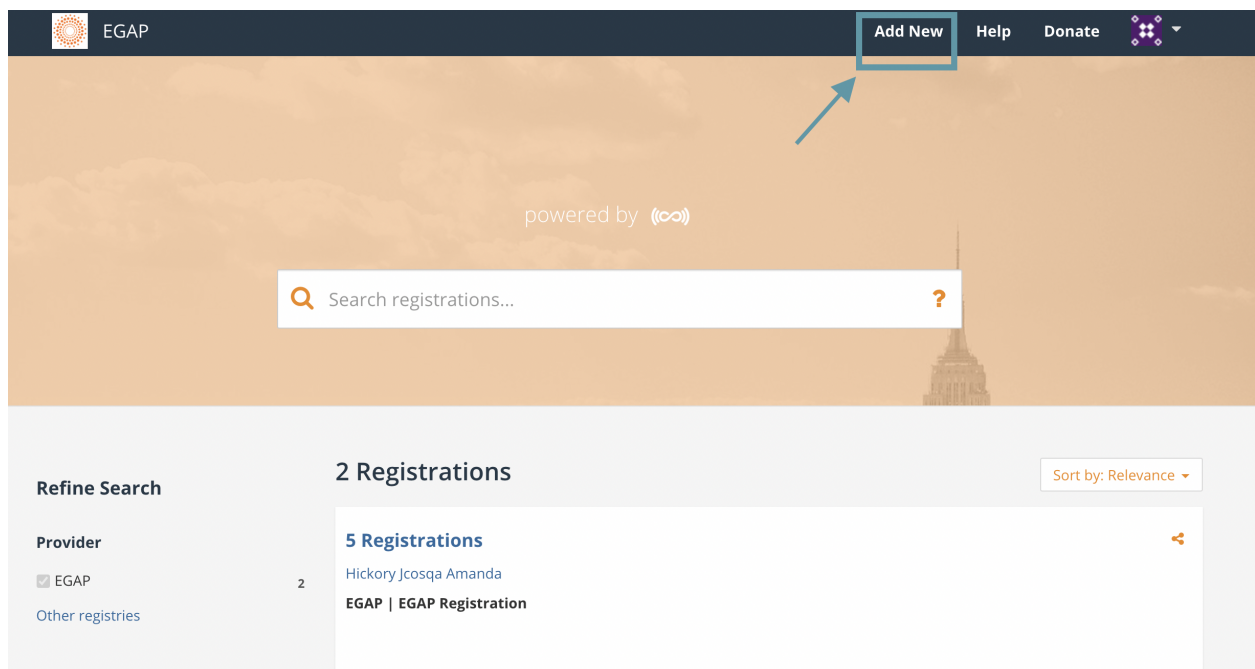
Note: If you plan to submit your registration for blinded peer-review, check to make sure that no identifying information is included in either your data plan or attached documents when you submit your registration. After submission, you can [create a view-only link](#) and anonymize your name on the "Registration Overview" page and the "Authors" section of the form. Once you submit a registration, you will not be able to edit or make changes to it.

Start a Registration

To submit to EGAP's registry, you must be on the [OSF EGAP Registry page](#), or the registry page on [EGAP's website](#).



Click **“Add New”** in the navigation bar.



The “Add New Registration” page will appear.

EGAP

Add New Help Donate

Add New Registration

You are submitting to EGAP. [Click here](#) to learn more about other hosted registries.

STEP 1

Do you have content for registration in an existing OSF project?

YES NO

STEP 2

Which type of registration would you like to create? *

EGAP Registration

Create draft

Click **“No”** for “Step 1: Do you have content for registration in an existing OSF project?” This will be automatically selected when you access the page.

EGAP

Add New Help Donate

Add New Registration

You are submitting to EGAP. [Click here](#) to learn more about other hosted registries.

STEP 1

Do you have content for registration in an existing OSF project?

YES NO


STEP 2


Which type of registration would you like to create? *

EGAP Registration

Create draft

“EGAP registration” should automatically be selected for you.

 EGAP

Add NewHelpDonate

Add New Registration

You are submitting to EGAP. [Click here](#) to learn more about other hosted registries.

STEP 1

Do you have content for registration in an existing OSF project?

YESNO

STEP 2


Which type of registration would you like to create? *


EGAP Registration

Create draft

Click “**Create draft**”, and the registration draft will appear. Now, you can begin filling in the contents of your research project as you develop them. An email containing the link to this registration draft will be sent to your OSF affiliated email address.

Important: Save this link to access your draft registration.

 EGAP

Add NewHelpDonate

Add New Registration

You are submitting to EGAP. [Click here](#) to learn more about other hosted registries.

STEP 1

Do you have content for registration in an existing OSF project?

YESNO

STEP 2

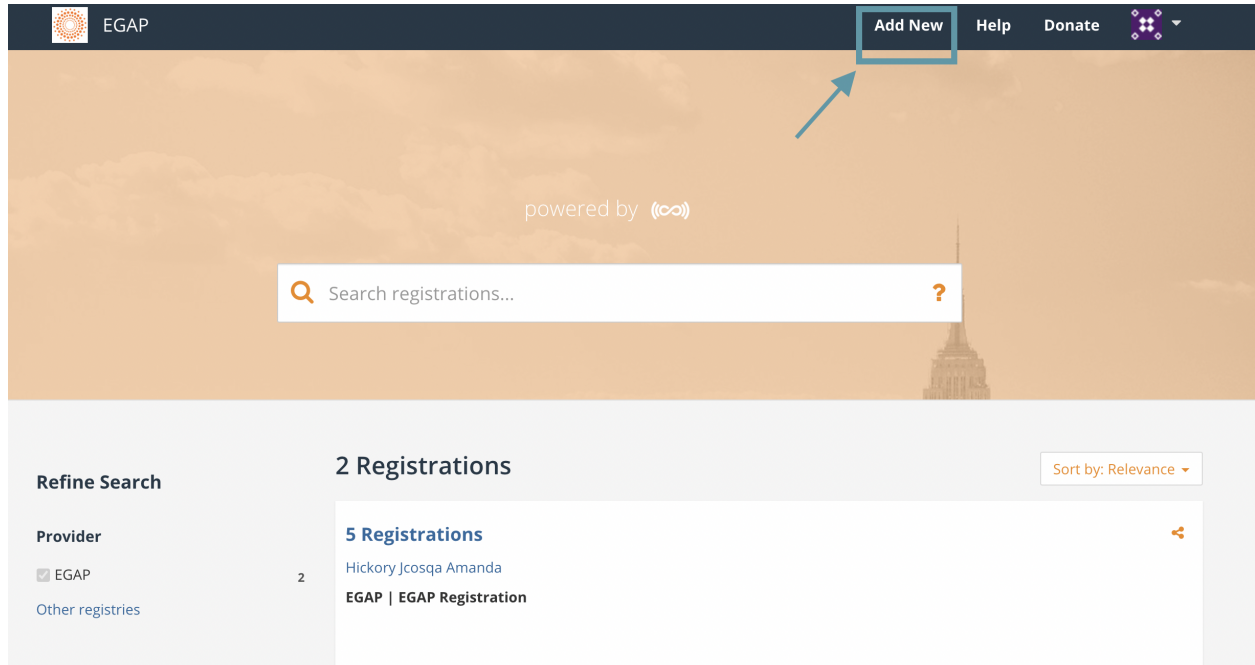
Which type of registration would you like to create? *

EGAP Registration

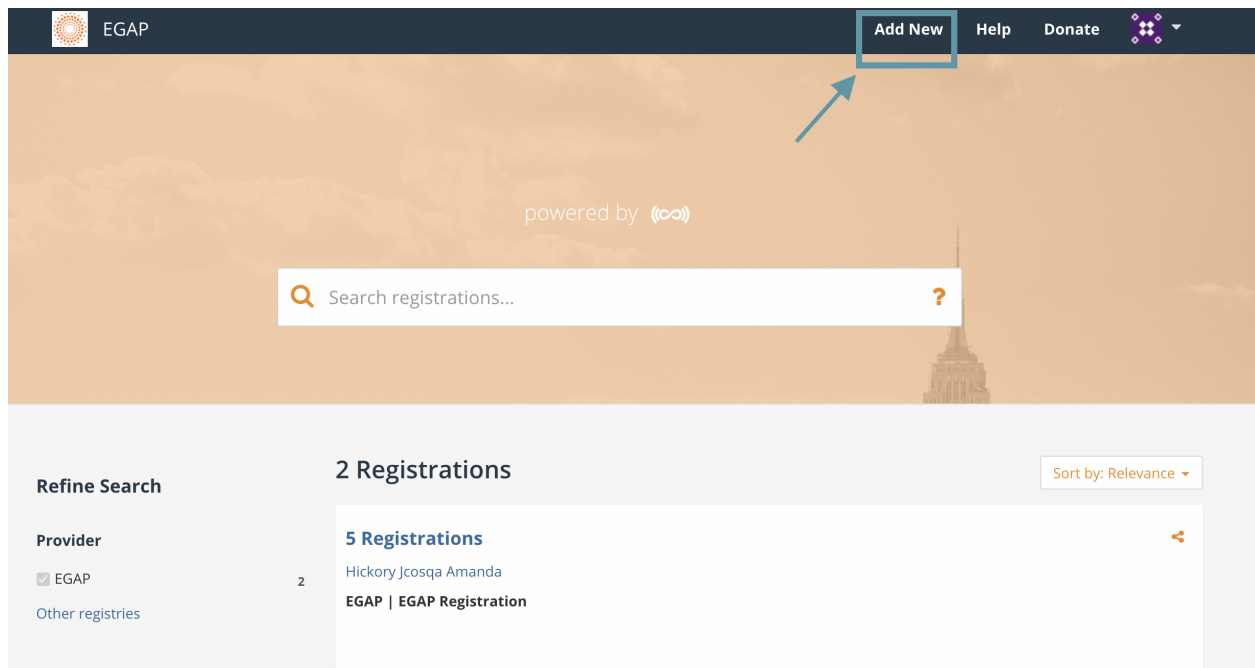
Create draft

Start a Registration with an existing Project or Component

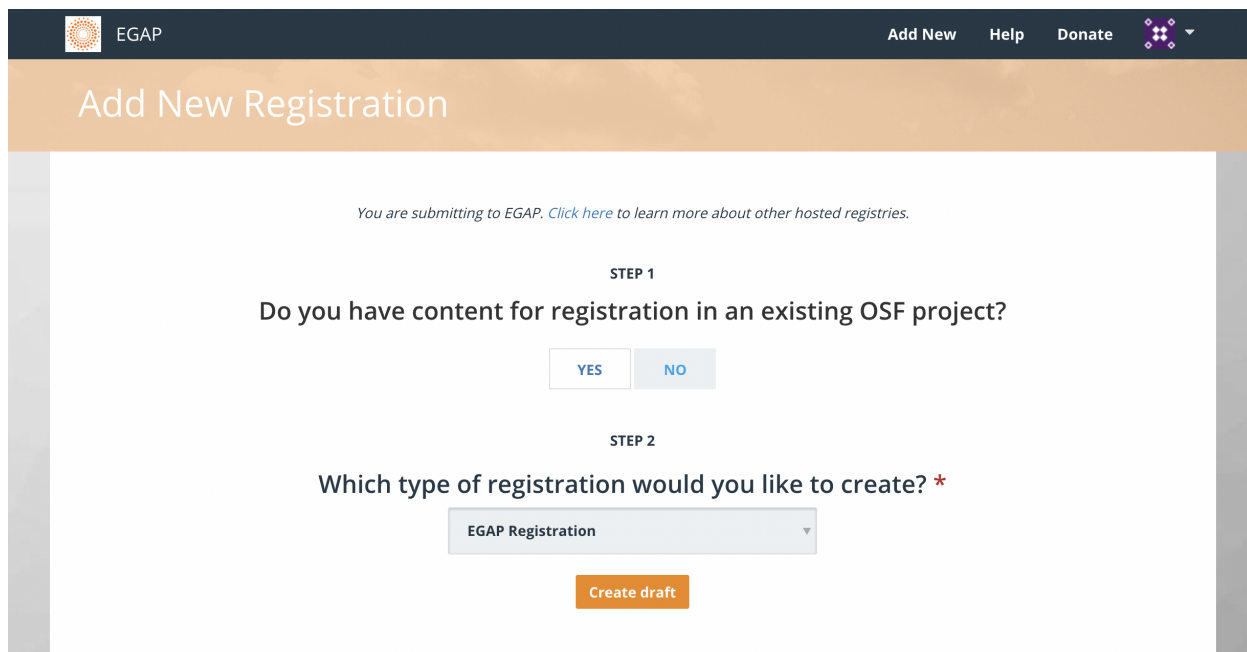
To submit to EGAP's registry, you must be on the [OSF EGAP Registry page](#), or the registry page on [EGAP's website](#)..



Click **“Add New”** in the navigation bar.



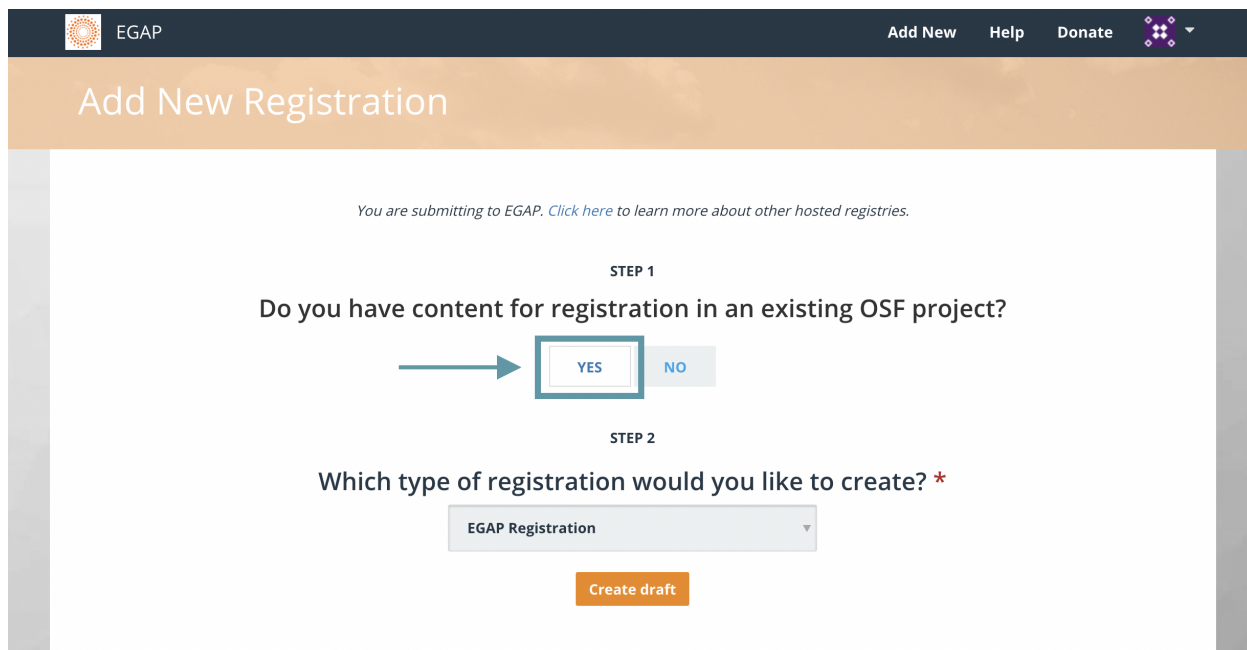
The “Add New Registration” page will appear.



The screenshot shows the 'Add New Registration' page. At the top, there is a dark blue header with the EGAP logo on the left and links for 'Add New', 'Help', and 'Donate' on the right. Below the header is an orange banner with the text 'Add New Registration'. The main content area is white and contains the following elements:

- A sub-header: *You are submitting to EGAP. [Click here](#) to learn more about other hosted registries.*
- STEP 1**: **Do you have content for registration in an existing OSF project?**
- Two buttons: **YES** and **NO**.
- STEP 2**: **Which type of registration would you like to create? ***
- A dropdown menu showing 'EGAP Registration'.
- A blue 'Create draft' button.

Click “**Yes**” for “Step 1: Do you have content for registration in an existing OSF project?” This will display a project dropdown.



This screenshot is identical to the one above, but with a blue arrow pointing to the 'YES' button in Step 1. The arrow originates from the left and points directly at the 'YES' button, which is highlighted with a blue border. The rest of the page content remains the same.

Click the “**Select your project**” dropdown to display a list of your projects.

The screenshot shows the 'Add New Registration' page on the EGAP website. The header includes the EGAP logo and navigation links: 'Add New', 'Help', 'Donate', and a user profile icon. The main heading is 'Add New Registration'. Below it, a message states: 'You are submitting to EGAP. [Click here](#) to learn more about other hosted registries.'

STEP 1

Do you have content for registration in an existing OSF project?

YES NO

STEP 2

Which project do you want to register? *

→ Select your project

If your project includes components, you can select which components to include or exclude at the end of the registration.

STEP 3

Select the project that has the metadata and files you want to associate with the registration for “Step 2: Which project do you want to register?”

This screenshot shows the same 'Add New Registration' page as the previous one, but with the 'Select your project' dropdown menu open. The dropdown list displays the following options:

- Mental Effort and the Uncanny Valley: A TCD study
- Phase 2: Detection on Uncanny Agents
- Phase 1: Blood flow on Uncanny Agents
- The Effects of Electromagnetism on the Motor Cortex

The first option, 'Mental Effort and the Uncanny Valley: A TCD study', is highlighted with a blue selection bar. A blue arrow points to this option from the left. Below the dropdown, the text 'Which type of registration would you like to create? *' is visible, followed by a partially visible dropdown menu.

“EGAP registration” should automatically be selected for you.

Do you have content for registration in an existing OSF project?

YES

NO

STEP 2

Which project do you want to register? *

Select your project

If your project includes components, you can select which components to include or exclude at the end of the registration.

STEP 3

Which type of registration would you like to create? *

EGAP Registration

Create draft

Click “**Create draft**”, and the registration draft will appear. Now, you can begin filling in the contents of your research project as you develop them. An email containing the link to this registration draft will be sent to your OSF affiliated email address.

Important: Save this link to access your draft registration.

Do you have content for registration in an existing OSF project?

YES

NO

STEP 2

Which project do you want to register? *

Testing Project

If your project includes components, you can select which components to include or exclude at the end of the registration.

STEP 3

Which type of registration would you like to create? *

EGAP Registration

Create draft

Edit your Registration

Fill out each page of the registration form. Please note that the registration form is now split between 4 pages and a review page. You can navigate between them by clicking either section name or the buttons in the upper right-hand corner of the page.

EGAP Add New Help Donate

New registration

○ Metadata

● General Informati...

● Registration Data

● Keywords and Data

● Review

Registration Metadata

This metadata applies only to the registration you are creating, and will not be applied to your project.

Title *

Description *

Contributors

Name	Permission	Citation
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Next →

Auto-saved:
a few seconds ago

Caution
Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.

On the final page, please upload any project files (for example, your pre-analysis plan, survey, or other documentation), along with any [DeclareDesign](#) objects if you have used that as you designed your evaluation.

Keywords and Data

Confirmation *

You should receive a confirmation of your registration within three business days. Your registration is considered complete only when confirmation is received. If you do not receive confirmation within five business days please contact paps@egap.org.

☒ Agree

Additional documentation

Please upload your pre-analysis plan, along with any other supporting documents, such as survey instrument, research protocol, any data, etc. OSF functionality allows for de-identified registration links to be generated after the registration is complete. However, it cannot automatically update the documents you attach. If you plan to generate a de-identified link for this registration (for journal submission/review purposes, for instance), please **MAKE SURE ALL FILES UPLOADED HERE ARE ANONYMIZED**

You may attach up to 5 file(s) to this question. Files cannot total over 5GB in size.

Uploaded files will automatically be archived in this registration. They will also be added to a related project that will be created for this registration.

Review

[← Back](#)

Auto-saved: a few seconds ago

Caution

Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.

Register Your Registration

You can submit your registration once the draft is completed. Registration includes two processes: submission and archiving. Submission includes the steps to submit a registration which is slightly different depending on if you started a blank registration without a project or started it from a project or component. Archiving includes the steps of contributor approval and storing the submission in the OSF database. Use the sections below to navigate to the appropriate section.

Sections

[Submitting your registration](#)

[Archiving your registration](#)

Submitting your registration

When you get to the last page in your form, click the **“Review”** button.

EGAP

Add New
Help
Donate

New registration

Metadata

General Informati...

Registration Data

Keywords and Data

Review

Keywords and Data

Keywords for Methodology

Choose one or more categories that describe your study methodology.

☒ Experimental Design
☐ Field Experiments
☐ Lab Experiments
☐ Mixed Method
☐ Statistics
☐ Survey Methodology

Keywords for Policy

Choose one or more policy categories.

☐ Conflict and Violence
☐ Corruption
☐ Development
☐ Elections
☒ Ethnic Politics
☐ Gender

Review

Back

Auto-saved:
a few seconds ago

Caution

Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.

A preview of your form will appear.

EGAP

Add New
Help
Donate

New registration

Metadata

General Informati...

Registration Data

Keywords and Data

Review

Metadata

Title

Correlation between TCD and the Uncanny Valley

Description

In this study, we will review the correlations between mental workload and interact with digital agents that fall within the uncanny valley.

Contributors

Mark Call

Category

Uncategorized

Affiliated institutions

Center For Open Science [Stage2]

License

Register

Back

Auto-saved:
4 minutes ago

Caution

Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.

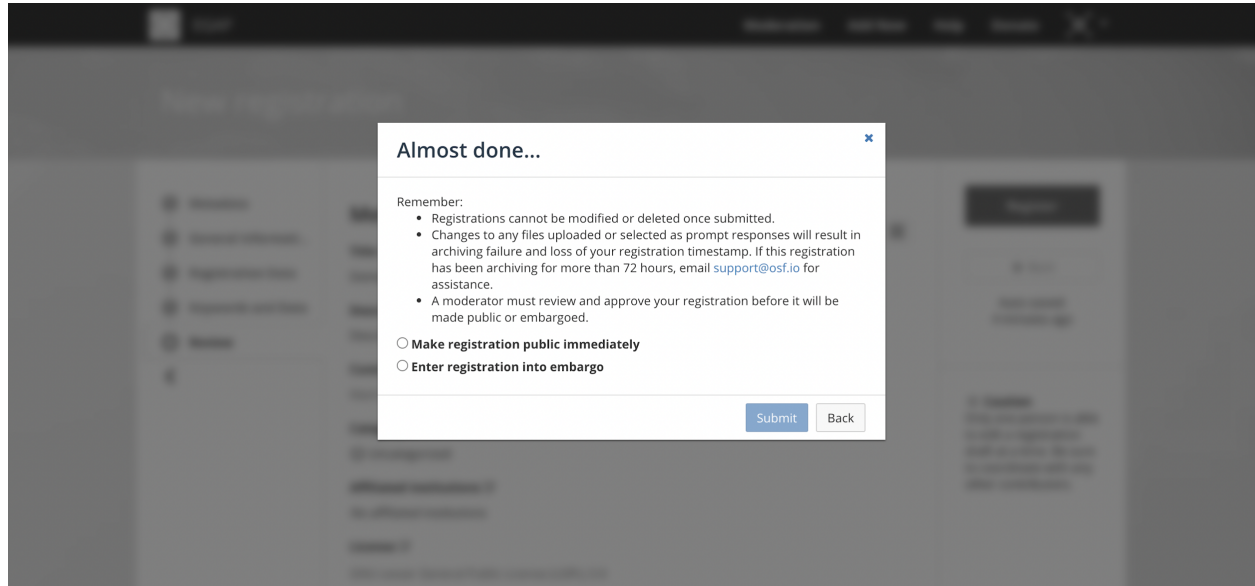
Review your answers. If you see anything you want to change, click the section headers (1) in the left panel or the “**Back**” button (2) on the top right of the page to go to that section.

The screenshot shows the 'New registration' form in the EGAP system. The left sidebar contains a progress indicator with four steps: Metadata (checked), General Information (checked), Registration Data (checked), and Keywords and Data (checked). The 'Review' step is currently active, indicated by a blue arrow. The main content area is titled 'Metadata' and contains the following fields: Title (Correlation between TCD and the Uncanny Valley), Description (In this study, we will review the correlations between mental workload and interact with digital agents that fall within the uncanny valley.), Contributors (Mark Call), Category (Uncategorized), Affiliated institutions (Center For Open Science [Stage2]), and License. On the right side, there is a 'Register' button, a 'Back' button, and a 'Caution' message: 'Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.' The 'Auto-saved: a minute ago' status is also visible.

Click the “**Register**” button when you're ready.

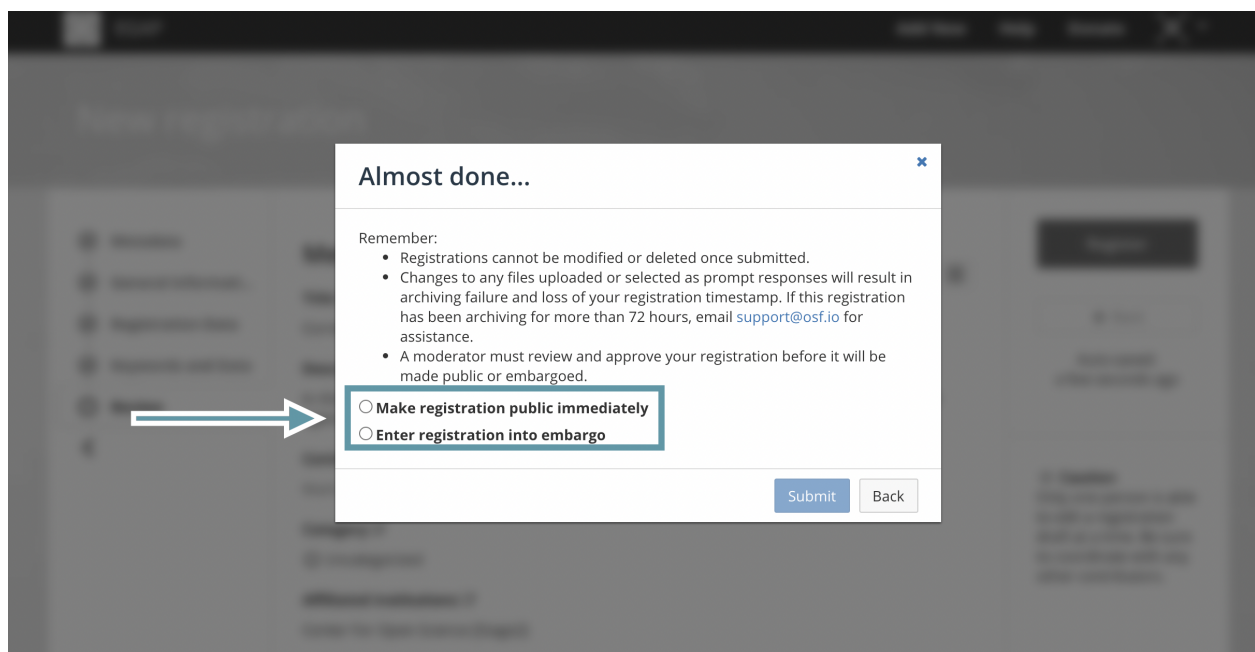
This screenshot is identical to the one above, but with a blue rectangular box highlighting the 'Register' button and a blue arrow pointing to it from the left. The 'Back' button and 'Caution' message are also visible on the right side of the form.

A modal will appear.



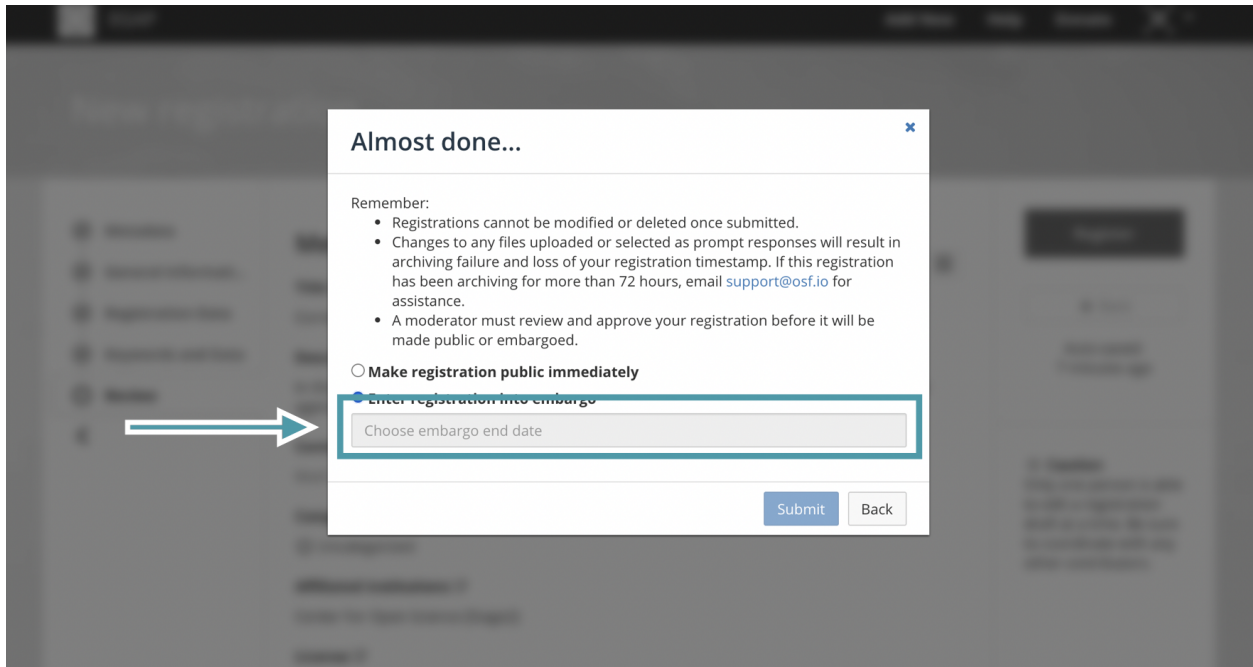
If you are registering from a project, you will be asked if you want to include any components. This will not be displayed if you created a blank registration or if your project did not contain any components.

Read and ensure you are comfortable with the contents within the modal. Afterwards, decide if you want to make your registration public or embargoed.

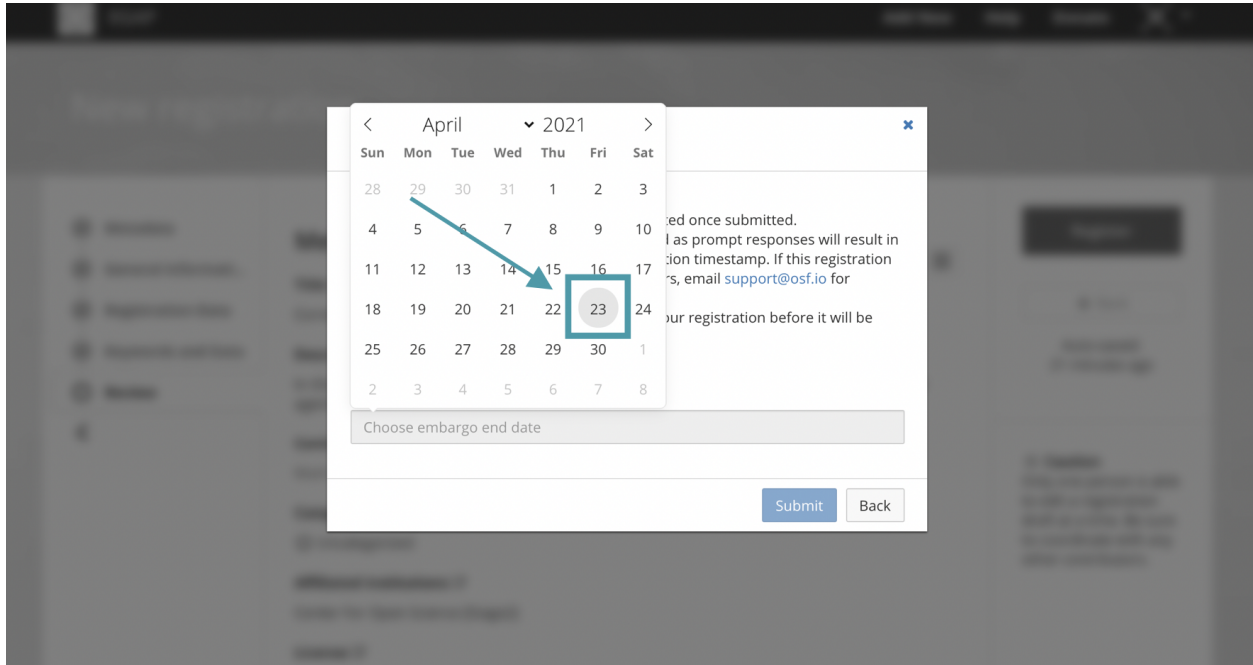


Embargo

Selecting “**Enter registration into embargo**” will display a “**Choose embargo end date**” button.

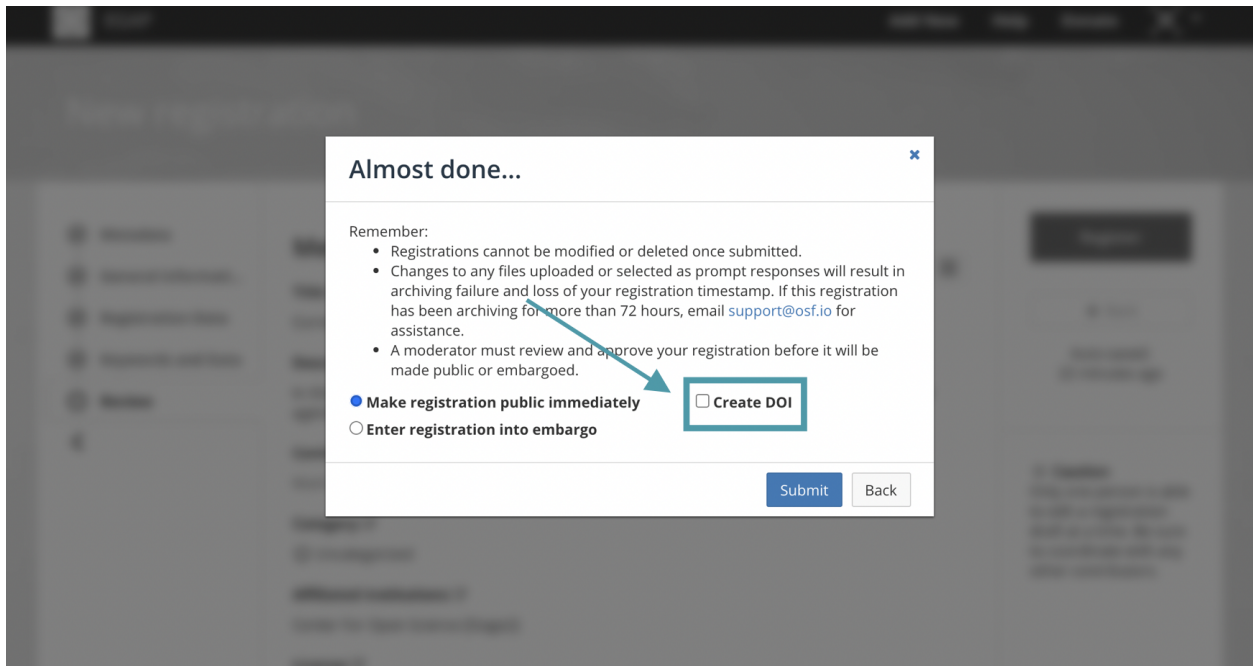


Select the “**Choose embargo end date**” button to display a calendar modal. Select a date that the embargo will end and the registration will be made public. You can embargo it for up to four years.

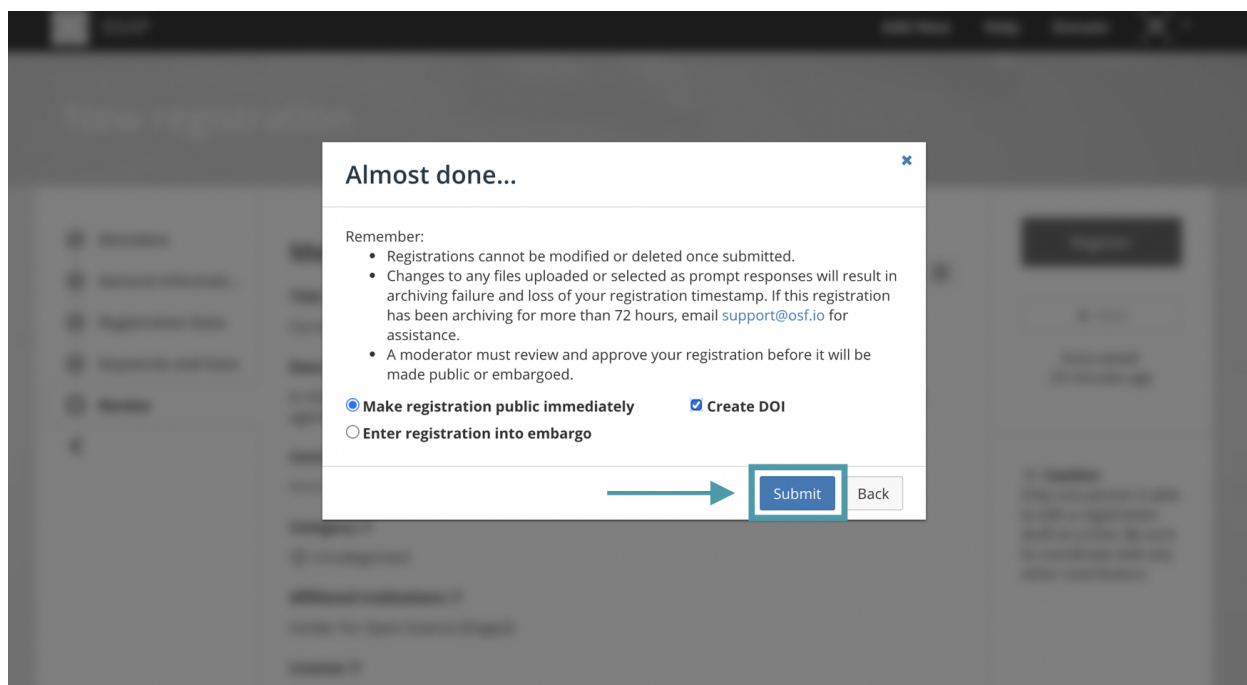


Public

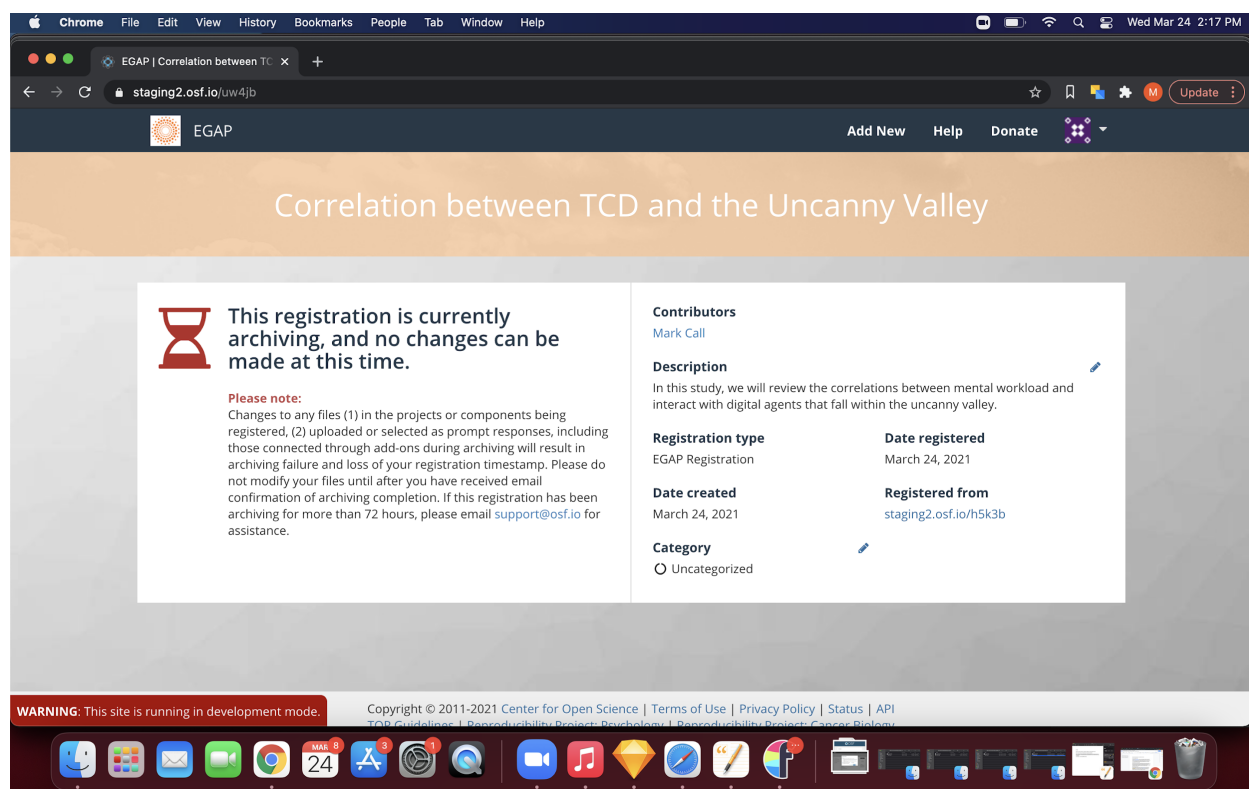
Selecting “Make registration public immediately” will display the “**Create DOI**” checkbox. Select the checkbox if you want to associate a DOI with your registration. Note, DOIs will be automatically minted starting Summer 2021.



Then, click the **Submit** button to start the archiving process of your submission.



Clicking "**Submit**" will take you to the pending page. If you started a blank registration ([read more](#)), a project will be made available for you to support your project needs and collaboration regardless if the registration is approved or not.



Archiving your Registration

When a project is submitted, all admin contributors on the project are notified via email and given the chance to approve or cancel the registration. Admin contributors have 48 hours to approve or cancel the submission.

The registration goes into effect if one of the following criteria are met:

- All admin contributors have approved the submission
- 48 hours have passed (whichever comes first)

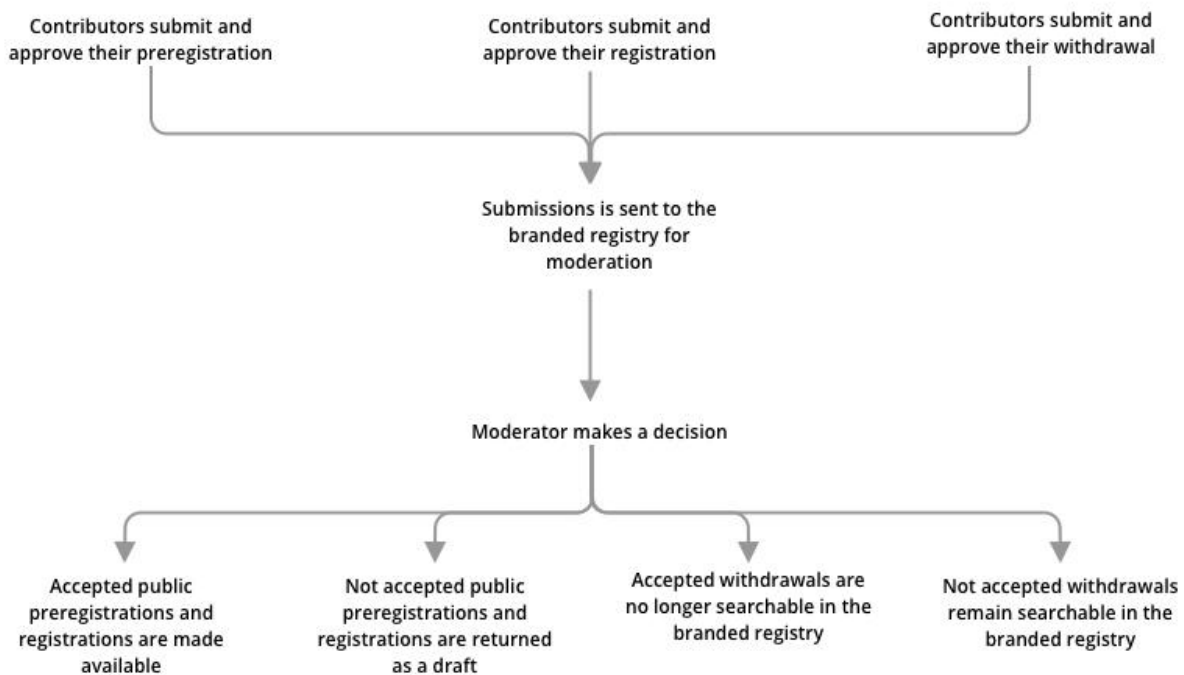
If one admin contributor disapproves the registration, the submission will be cancelled and it will be returned as a draft. You will be notified via email if an administrator disapproves the registration.

Moderation

EGAP moderates its submissions and withdrawal requests it receives from authors or researchers. In other words, moderators review the contents of each submission and withdrawal request to determine if it aligns with what is acceptable based on its policies and procedures.

Submission and Withdrawal Request Process

Preregistrations, registrations, and withdrawal requests follow the same moderation process and is summarized in the diagram below. After the admin contributors approve their request, the document is sent to the branded registry for moderation and contributors are notified by email. The moderator then decides whether or not to accept the request. Once the decision has been made, contributors are notified of the decision and moderator comments, if provided, by email.



Forced Withdrawals

EGAP moderators reserve the right to forcibly withdraw any registration or registration that violates its policies. Contributors will be notified by email of the withdrawal and its reasoning, if provided.

Update Your Registration

It's open science best practice to review and analyze your research plan prior to submission. However, you can update your registration if it does not accurately reflect your research plan. The method you choose to update your registration depends on if it is important to keep the timestamp of the original registration. For example, if you notice a mistake in your registration after you have started to collect data for your project, then the timestamp is important. However, if you notice a mistake for you started the recruitment process, then the timestamp is irrelevant

Sections

[Update my registration when the timestamp is important](#)

[Update my registration when the timestamp is irrelevant](#)

Update my registration when the timestamp is important

When the timestamp is important, you need to update your registration in a way that readily conveys what was changed, when it was changed, and why.

Start a new registration the same way the original was started. To learn how to start a new registration, our guide [Start a Registration <link to guide>] will walk you through the steps.

In the title field, name the new registration in a way that will make it searchable with the previous registration, but will illustrate that a change was made (ex. "CO2 Effects on Global Warming - Addendum", "CO2 Effects on Global Warming - 02.12.27", etc).

EGAP

Add New
Help
Donate

Correlation between TCD and the Uncanny Valley >

New registration

○ Metadata

● General Informati...

● Registration Data

● Keywords and Data

● Review

Registration Metadata

This metadata applies only to the registration you are creating, and will not be applied to your project.

Title *

Correlation between TCD and the Uncanny Valley - addendum 03.23.21

Description *

See Call, M. (2021, March 24). Correlation between TCD and the Uncanny Valley. Retrieved from staging2.osf.io/uw4jb.

Contributors

Name

Permission

Citation

Next →

Auto-saved:
a few seconds ago

Caution
Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.

For the fields that will remain unchanged, enter text that redirects readers to the original registration.

EGAP

Add New
Help
Donate

Correlation between TCD and the Uncanny Valley >

New registration

○ Metadata

● General Informati...

● Registration Data

● Keywords and Data

● Review

Registration Metadata

This metadata applies only to the registration you are creating, and will not be applied to your project.

Title *

Correlation between TCD and the Uncanny Valley - addendum 03.23.21

Description *

See Call, M. (2021, March 24). Correlation between TCD and the Uncanny Valley. Retrieved from staging2.osf.io/uw4jb.

Contributors

Name

Permission

Citation

Next →

Auto-saved:
a few seconds ago

Caution
Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.

For the fields that will change, enter the revisions or updates and why the change was needed.

The screenshot shows the EGAP 'New registration' form. The top navigation bar includes the EGAP logo, 'Add New', 'Help', 'Donate', and a user profile icon. The breadcrumb trail is 'Correlation between TCD and the Uncanny Valley >'. The main heading is 'New registration'. On the left, a sidebar shows the progress: 'Metadata' (checked), 'General Information...' (selected), 'Registration Data', 'Keywords and Data', and 'Review'. The main content area is titled 'General Information About the Study'. It contains three text input fields: 'Title of Study *' (with a blue border and a blue arrow pointing to it from the sidebar), 'EGAP Registration ID *', and 'Timestamp of original registration *'. Each field has a placeholder text. The 'Title of Study' field contains 'Correlation between Mental Workload and the Uncanny Valley. This was revised to improve disc'. The 'EGAP Registration ID' field contains 'See Call, M. (2021, March 24). Correlation between TCD and the Uncanny Valley. Retrieved from staging2.osf.io/uw4jb.'. The 'Timestamp of original registration' field contains 'See Call, M. (2021, March 24). Correlation between TCD and the Uncanny Valley. Retrieved from staging2.osf.io/uw4jb.'. On the right, there is a 'Next →' button, a '← Metadata' button, and a 'Caution' message: 'Only one person is able to edit a registration draft at a time. Be sure to coordinate with any other contributors.'

Update my registration when the timestamp is irrelevant

This process is cleaner as it keeps all the relevant information within a single registration.

Start a new registration. To learn how to start a new registration, check out the [Start a Registration](#) section.

Fill out the registration similar to the original, but include the revisions you need to make. Read [Edit Your Registration](#) to learn more.

Submit the registration. This will begin the archiving process, and you can read more about it in [Submitting your registration](#).

Once the new registration is approved, withdraw the previous registration. In the withdrawal process, you will be asked to give a reason for the withdrawal. Detail why you are withdrawing the registration and provide a link to the new one. Read OSF's [Withdraw a Registration](#) help guide and follow the steps to successfully withdraw a registration.