

# About the YuJa Pilot Participant Agreement

Congratulations on being selected for SSU's YuJa Software Pilot Program taking place this Summer 2019, intersession, semester! Your participation is an extremely valuable component of this discovery phase that could potentially impact every online and hybrid course at SSU. As we focus on making our campus more accessible and provide more options for online and distance learners, your perspective is extremely valuable.

This Pilot Participation Agreement outlines your obligations by participating in the Pilot Program. If you have any questions about this letter, please reach out to Tim Hensel, [hensel@sonoma.edu](mailto:hensel@sonoma.edu), or Ash Klein, [ashley.klein@sonoma.edu](mailto:ashley.klein@sonoma.edu).

Included in this memo is your agreement to:

- Actively use and evaluate the product or service being tested;
- Provide the types of feedback requested and respond to questions;
- Give SSU's YuJa Pilot Team and the SSU Faculty Center all rights to use any feedback you submit (de-identified);
- Return any materials or hardware provided by the pilot when requested

Thank you! We look forward to your participation!

## Pilot Participation Agreement

This Pilot Participant Agreement ("Agreement") is entered into between \_\_\_\_\_ ("Participant") on \_\_\_\_\_ (date) and Sonoma State University's Faculty Center YuJa Pilot Team ("the YuJa Pilot Team"), and is effective as of the date of signature by the Participant.

Participant is an individual that desires to participate in SSU's YuJa Pilot Program. In exchange, The YuJa Pilot Team will receive the benefit of Participant's feedback and reports as a tester of YuJa's materials, services, products, and features as it is used in a classroom setting.

Canary and Participant agree to the following:

1. **License.** The Faculty Center grants Participant a personal, non-exclusive, non-transferable license to use solely for the purpose of Participant's evaluation and testing of YuJa software as part of Sonoma State's evaluation of this tool for purchase.
2. **The YuJa Pilot Team's Obligations.**
  - a. The YuJa Pilot Team will deliver necessary materials to Participant at the YuJa Pilot Team's expense (ie web camera).
  - b. The Faculty Center will provide technical support during the YuJa Pilot.
  - c. The YuJa Pilot Team will provide instructions for how to use the software, as well as any software updates that may impact the Pilot.

3. **Participant's Obligations and Representations.**
  - a. Participant agrees to test and evaluate the YuJa platform as described in any instructions provided by the YuJa Pilot Team. Participant agrees to become familiar with the YuJa software. Participant will promptly notify the YuJa Pilot Team of any and all functional flaws, errors, anomalies, and problems directly or indirectly associated with the Pilot known to or discovered. Participant should promptly respond to the faculty survey (10-15 minutes) and request for interview (up to 1 hour) in order to provide feedback on the YuJa service.
4. **Copyright.** California State University copyright and academic fair use standards can be found [here](#).
5. **Term.** There will be three points of interaction between the Participant and the YuJa Pilot Team in order to ensure Participant is on track with pilot requirements. Outlined below are the dates Participant is required to either take a survey, or be present in-person or via Zoom video conference.
  - a. Attend Zoom session to ensure YuJa software is installed properly. This will also be a time for the YuJa Pilot Team to ensure any hardware (ie web camera) is installed and functioning.
    - i. May 21, 2019 OR May 24, 2019 (additional dates may be available based on demand)
  - b. Complete faculty survey (10-15 minutes)
    - i. Survey open dates
      1. 4 Week Session 1: June 13, 2019
      2. 4 Week Session 2: July 11, 2019
      3. 12 Week Session: August 8, 2019
      4. 4 Week Session 3: August 8, 2019
    - ii. All surveys will close at the end of Summer Session, on August 15, 2019.
    - iii. Please be aware there will be both student and [faculty](#) versions of the survey, which can be previewed in advance.
  - c. In-person walk-through interview of your experience (1-hour)
    - i. Will take place during the last week of each summer session.
    - ii. Will be scheduled based on Participant's availability towards the end of each Participant's summer session.

Sincerely,  
The Faculty Center YuJa Pilot Team