

Think your lab is happy? ASK THEM!!

ANONYMOUS LAB SURVEY

(inspired by and adapted from the original survey from Vanessa Ruta)

<https://forms.gle/haoovKFz1XPUWbD56>

Anonymous Lab Survey - Public ****IMPORTANT**** PLEASE COPY THIS SURVEY TO YOUR GOOGLE DRIVE BEFORE YOU USE IT - SEE INSTRUCTIONS BELOW

This is an anonymous survey to capture candid feedback on the climate, organization, and science in a scientific laboratory. It is meant to be distributed to all members of the laboratory, including permanent staff, students, postdocs, interns, summer students, and technicians. Not all questions will apply to all participants. The goal is to identify issues in the lab that the lab head can work with members to address to improve lab culture. All answers are anonymous and will be aggregated to form a basis for frank discussions about addressing issues.

HOW TO USE THIS SURVEY

1- Follow link below to make a copy of this survey so that it lives on your Google Drive with YOU as the owner:

<https://docs.google.com/forms/d/1LZ7zEf-M5u79Uqih46rhKF9plmjIF7nNCO82Wmo25M8/copy>

2- Edit your copy of the survey to customize it for your lab

3- Send the link to everyone in your lab, including students, postdocs, and permanent staff

4- To keep the survey anonymous, do NOT collect email addresses of respondents, and do not let respondents see the results (check the settings to unclick the relevant boxes)

5- Collect the answers, aggregate them anonymously, and share the survey results with the lab. Unless there is something very sensitive that should not be shared, do not redact or edit the answers before sharing with the lab.

6- You can make a "word cloud" of the first required question to get a picture of what people think of the lab. There are a number of free Word Cloud generators out on the web

7- Schedule a meeting to have a frank discussion about the lab climate, its strengths and weaknesses

8-Remember that lab members trust you to treat all of the results as anonymous, aggregated information and that you will at no point attempt to attribute any comments to a particular lab member.

9-You will get some tough feedback and discover problems that you never knew existed. I guarantee that by going through this process and making a good faith effort to address the issues, you will make your lab a happier and more productive place.

Good luck and let me know if you have any problems with the survey.

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