

Excluding MTurk workers who participated in your previous studies: An Excel solution

Gabriele Paolacci

Erasmus University Rotterdam

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This document guides you through a simple method to avoid recruiting MTurk workers for your studies who already participated in related studies. The core of the procedure relies on Excel (as opposed to CLT or the MTurk API) to assign a Qualification to multiple workers at the same time, and can be functional to other goals too (e.g., executing longitudinal research, building your own panel).

1. Create a Qualification (e.g., “Study 1”; keep in mind that the name will be visible to Workers) in MTurk/Manage/Qualification Types
2. Download from *Manage Workers* your “WorkerList”, i.e., the list of workers who participated in any of your study in the past. This may take some time. Open the file and create a new sheet (let’s call it “Sheet1”, the default on my Excel)
3. Download from MTurk the Results batch of your “Study 1” (i.e., of the study whose participants you want to exclude). Copy the WorkerIDs of Study 1 participants and paste them in a column of “Sheet1” in the “WorkerList” file (e.g., Column A).
4. In the original sheet of the WorkerList, find the “UPDATE-Study 1” column. This is the column you need to modify in order to add or change an existing Qualification that concerns “Study 1”. In the top empty cell of that column (row 2; A2 is the location of the first worker in the list), write the following formula (assuming “Sheet1” and Column A are what you used in the steps above):
`=IF(ISERROR(MATCH(A2,Sheet1!A:A, 0)), "", 1)`
5. Copy this formula and paste it into the entire “UPDATE-Study 1” column. People who participated in Study 1 have now a “1” in the “UPDATE-Study 1” column of your WorkerList file. You can double-check the success of the entire procedure by summing up the 1s in the column, which should give you the N of Study 1.
6. Make sure the “UPDATE-Study 1” column is made of values and not of formulas (Select the column, Copy, Paste special, Values), and then delete the unnecessary “Sheet1”. Save your file in .csv format.
7. Upload your “WorkerList” file in the Manage Workers page, and confirm that you want to assign the “Study 1” Qualification to a bunch of workers (the amount should again be equal to the N of your Study 1).
8. When you design your Study 2 HIT, require that the Qualification “Study 1” “has not been granted”. People who were assigned that “1” in your WorkerList file (or any other value) will not be able to participate in your study.