

## REGIS COLLEGE NOTIFICATION

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Important things about the SPP



by [Dr. Celeste Baldwin](#) - Monday, 14 April 2025, 10:45 PM

Hi Everyone,

I am going to post a last group meeting day and time so we can touch base one last time before Easter!

Things that are important:

1. Be sure to add the current date to the footer in the SPP and only use that same copy from now on. So they should all say 04/14/2025, except Keri as I ran out of gas tonight and doing hers in am!
2. Be sure to check your spacing as this slows down my grading and there are tricks I can show you!
3. After you do Chapter IV, you change all of Chapter III to past tense and delete the timeline.
4. Be sure to click on Editor in Review and run the paper through that to catch errors early on.
5. Be sure to share your project with me in Qualtrics so I can observe how things are going.
6. Make sure it says "project" everywhere and not "study."
7. take all of the fixes from the Regis IRB and carry those over to the SPP including revised appendices-otherwise more work for me! The consent should be the newest version. Add you Regis IRB approval letter to the appendices.

Pat yourself on the back as you made through this crazy semester and keep up the great work!

Sincerely, Dr. B

