

# Why unique workers?

- Requesters may want to limit the number of times that a single worker may work on a group of HITs
- For example:
  - Psychology or other scientific experiments, where unique workers are needed across a group of HITs.
  - Surveys or promotions, where you want to limit the number of HITs that a single worker may accept.
  - Any other task that could benefit from distinct workers.

# If you have a single HIT, you can adjust the number of assignments per task

**Setting up your task**

**Reward per assignment**

This is how much a Worker will be paid for completing an assignment. Consider how long it will take a Worker to complete each assignment.

**Number of assignments per task**

How many unique Workers do you want to work on each task?

**Time allotted per assignment**

Maximum time a Worker has to work on a single task. Be generous so that Workers are not rushed.

**Task expires in**

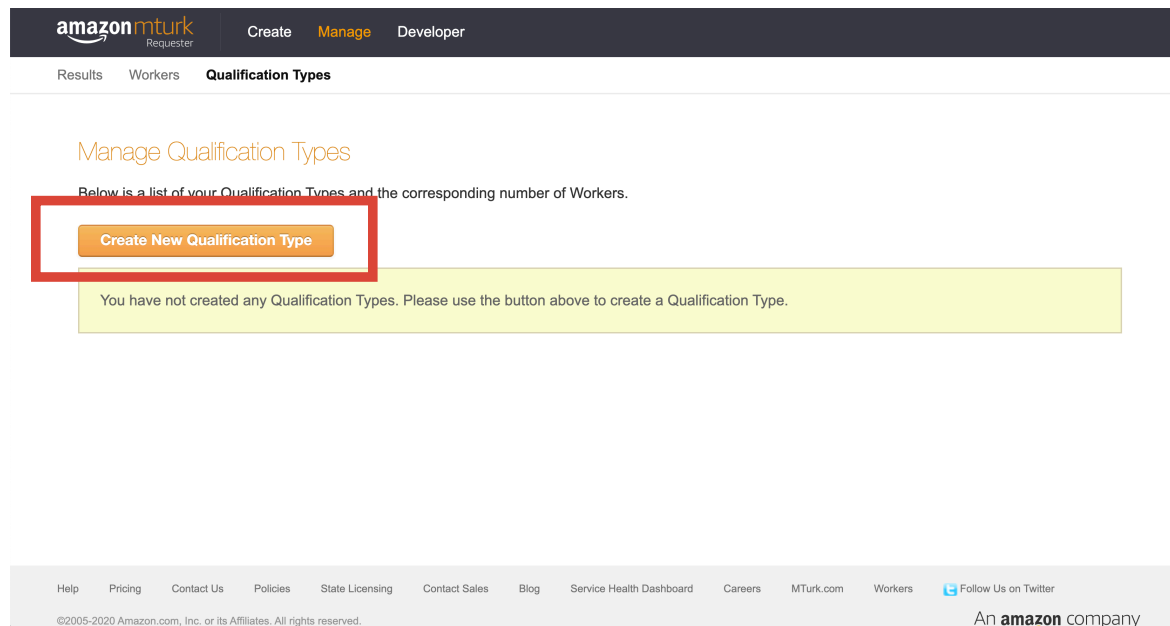
Maximum time your task will be available to Workers on Mechanical Turk.

**Auto-approve and pay Workers in**

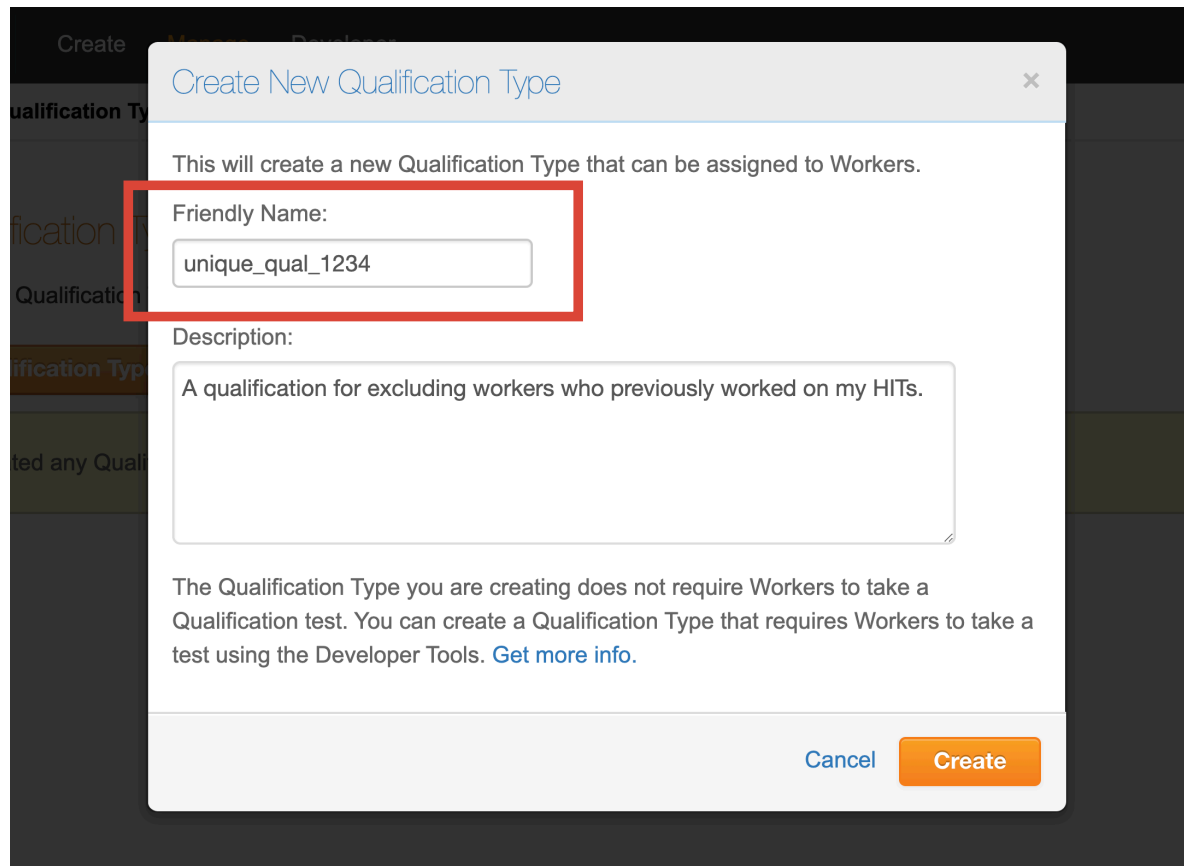
This is the amount of time you have to reject a Worker's assignment after they submit the assignment.

# With multiple HITs, you should use qualifications to exclude past workers

## Step 1: Create your qualification



## Step 2: Give the qualification a unique name (tip: avoid spaces in the name)



Create New Qualification Type

This will create a new Qualification Type that can be assigned to Workers.

Friendly Name:

unique\_qual\_1234

Description:

A qualification for excluding workers who previously worked on my HITs.

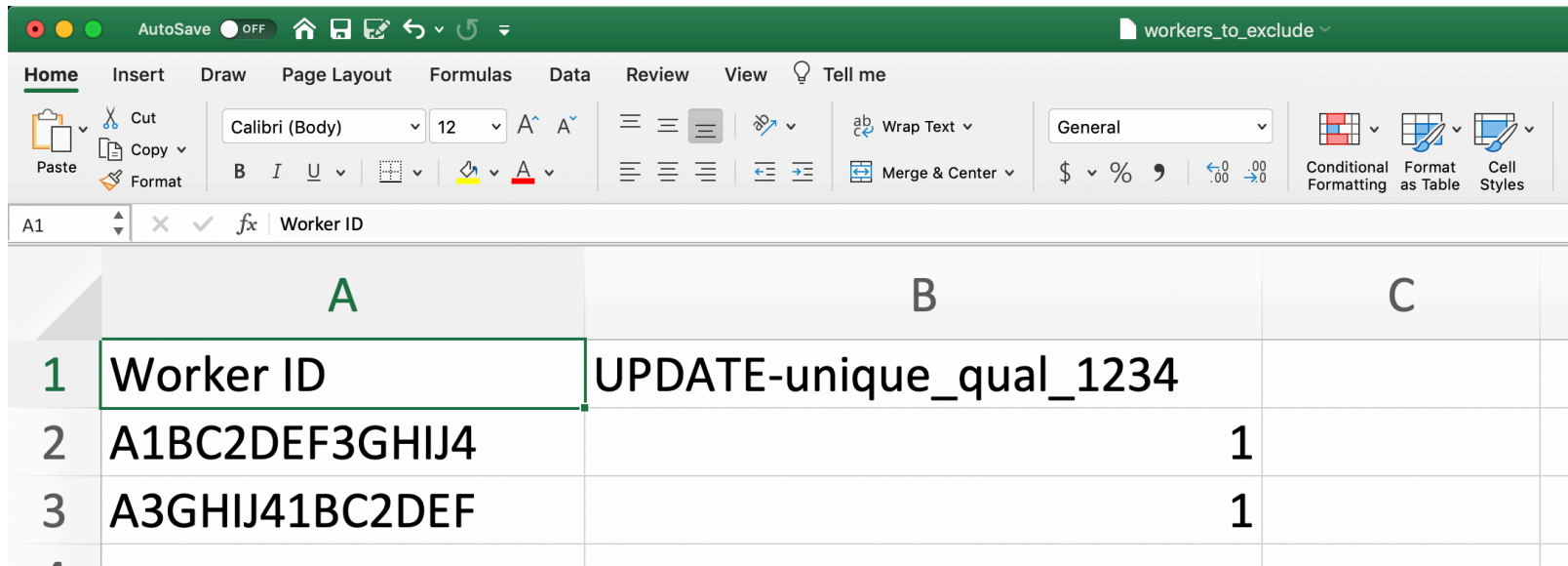
The Qualification Type you are creating does not require Workers to take a Qualification test. You can create a Qualification Type that requires Workers to take a test using the Developer Tools. [Get more info.](#)

Cancel Create

### Step 3a: Create an Excel spreadsheet with worker IDs to exclude

The first column's header should be **Worker ID**. List all worker IDs to exclude here.

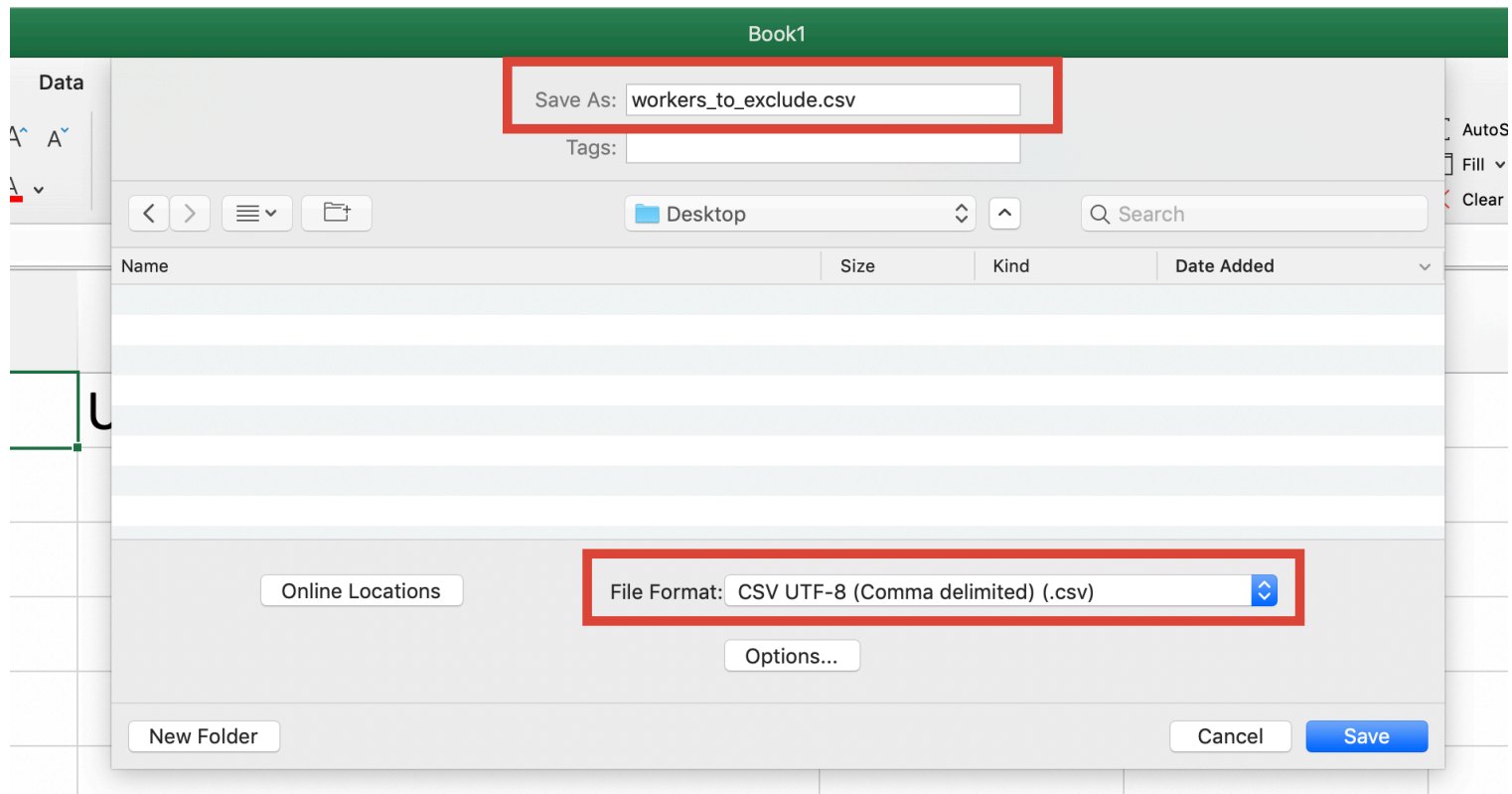
The second column's header should start with **UPDATE-** and then your qualifier name (**unique\_qual\_1234** in this example). Put a **1** in the second column of each row.



The screenshot shows an Excel spreadsheet with the following data:

	A	B	C
1	Worker ID	UPDATE-unique_qual_1234	
2	A1BC2DEF3GHIJ4	1	
3	A3GHIJ41BC2DEF	1	

## Step 3b: Save the spreadsheet with a .csv file extension



## Step 4a: Upload the spreadsheet to Mechanical Turk

amazonmturk  
Requester

CreateManageDeveloper

ResultsWorkersQualification Types

Manage Workers

The Workers who have completed work for you are listed below. Select a Worker ID to bonus, block, unblock, assign a Qualification, or revoke a Qualification. To block, unblock, or change Qualification settings for multiple Workers, select Download CSV. Select Customize View to change which Qualification Types are displayed in the table below.

Customize ViewDownload CSV / Upload CSV

Show my Workers by: LifetimeLast 30 daysLast 7 days

Workers			
Worker ID ▲	Lifetime Approval Rate for Your tasks	Qual: unique...	Block Status

## Step 4b: Upload the spreadsheet to Mechanical Turk

The screenshot shows the Amazon Mechanical Turk 'Manage Workers' interface with a 'Manage Workers Offline' modal dialog open. The dialog provides instructions for uploading a CSV file to manage workers. A red rectangle highlights the 'Choose File' button and the filename 'workers\_to\_exclude.csv'. The background interface includes tabs for 'Results', 'Workers', and 'Qualification Types', a 'Customize View' button, and a table of workers with columns for 'Worker ID' and 'Block Status'.

**Manage Workers Offline**

You can analyze your Workers offline and take action.

1. **ASSIGN QUALIFICATION TYPE:** Indicate which Qualification Type to assign a Worker by putting the Qualification score number under the column with UPDATE and your Qualification Type name. You can assign a Qualification score between 0 and 100.
2. **REVOKE QUALIFICATION TYPE:** To revoke the Qualification Type, put "Revoke" under the UPDATE column for your Qualification Type.
3. **BLOCK OR UNBLOCK:** Block or unblock a Worker by putting "Block" or "Unblock" under the column titled "UPDATE BlockStatus." Reason for blocking each Worker must be specified in the column "BlockReason."

Please select your Worker CSV file for upload

workers\_to\_exclude.csv

**Worker ID** ▲

A2RA2PDJ7EJKL6
A3T8JMNWILK457

**Block Status**

Never Blocked
Never Blocked

\*NOTE: Workers are shown in the list if they have accepted and submitted an assignment in the time period selected. Workers may appear in the list but have a "0/0" approval rate displayed because you have not yet approved or rejected their work.

## Step 5: Configure your task to exclude selected workers

### Worker requirements

**Require that Workers be Masters to do your tasks** ([Who are Mechanical Turk Masters?](#))

☐ Yes ☒ No

**Specify any additional qualifications Workers must meet to work on your tasks:**

unique\_qual\_1234



has not been granted



[Remove](#)

**(+) Add another criterion**

(up to 4 more)

(Premium Qualifications incur additional fees, see [Pricing Details](#) to learn more)