

**Participant Information Sheet**

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| --- | --- |
| Project Title | Title of the Project as per your application |
| Researcher/s | You and all others such as supervisor/s, co-researchers etc. |

**Purpose of the Research**

This research or related activity is conducted as partial requirement for <name of the degree/diploma etc>. This project requires the researcher to choose a topic and conduct research on the topic through using surveys or interviews or a combination of the two techniques.

**What is this Research Project About?**

Describe the research project e.g.. ‘This research is to investigate……’

**What Will I Have to do and How Long Will it Take?**

In most cases, the researcher will want to either interview you or have you complete a survey questionnaire (or, in some cases, both). This should take no longer than <specify a time e.g., 30 minutes>. The researcher may ask for relevant documents or sources accessible for this research. The interview may be tape recorded. You will be asked to give consent prior to the interview, and maybe asked to also give consent at a later stage.

**What Will Happen to the Data Collected?**

The information collected will be used by the researcher to write a research report for the credit of a specific paper. It is possible that articles and presentations may be the outcome of the research. Only the researcher and supervisor (if applicable) will be privy to the notes, documents, recordings and the paper written. Afterwards, notes, documents will be destroyed and recordings erased. The researcher will keep transcriptions of the recordings and a copy of the paper but will treat them with the strictest confidentiality. No participants will be named in the publications and every effort will be made to disguise their identity.

**Declaration to Participants**

If you take part in the study, you have the right to:

* Refuse to answer any particular question, and to withdraw from the study before data analysis has commenced;
* Ask any further questions about the study that occurs to you during my participation;
* Be given access to a summary of findings from the study when it is concluded.

**Who is Responsible?**

If you have any questions or concerns about the project, either now or in the future, you can contact the researcher or his/her supervisor (contact details below):

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| --- | --- |
| Name |  |
| Department/Centre |  |
| School |  |
| Email |  |
| Phone |  |

|  |  |
| --- | --- |
| Supervisor Name |  |
| Department/Centre |  |
| School |  |
| Email |  |
| Phone |  |