**Title of the study: CS 889 (Human Computer Interaction Seminar) Course Project**

**Supervisor: Edward Lank, School of Computer Science, University of Waterloo,** **lank@uwaterloo.ca**

**Student Investigator:**

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To help you make an informed decision regarding your participation, this letter will explain what the study is about, the possible risks and benefits, and your rights as a research participant. If you do not understand something in the letter, please ask one of the investigators prior to consenting to the study. You will be provided with a copy of the information and consent form if you choose to participate in the study.

**What is the study about?**

This study is conducted as part of the final project in a graduate course, CS 889, Human Computer Interaction, at the University of Waterloo. The requirement is that students in the class must design and pilot a study with a small number of participants to gain experience in conducting research studies involving people and their use of technology.

Please read the accompanying information sheet right now. It will describe what participation in the study will involve.

**Who may participate?**

In order to participate in the study, you must be at least 18 years old.

**II. Your rights as a participant**

**Is participation in the study voluntary?**

Your participation in this study is voluntary. You may decide to leave the study at any time by letting the student conducting this study know. Any information you provided up to that point will not be used. You may decline to perform any task(s) or answer any question(s) you prefer not to answer.

You can request your data be removed from the study up until the date of the last day of classes during this term.

The date of the last day of classes for this term is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

After that date, because the final report will be submitted to the instructor, it will be impossible to remove the data from the final report.

**Will I receive anything for participating in the study?**

There is no remuneration of any kind for participating in this study.

**What are the benefits associated with this study?**

There is not benefit to you as a participant in this study. The primary benefit of this study is in its ability to teach graduate students the research process in human-computer interaction. This, in turn, benefits society by training individuals in best practices in the design and evaluation of technology.

**What are the risks associated with this study?**

There are no known or anticipated risks associated with participation in this study. If a task or question makes you uncomfortable, you can choose not to perform the task or answer the question. See above for more details on voluntary participation.

**Will my identity be known to others?**

Only the researcher students conducting the study will know your identity. Even the faculty supervisor for the course will be unaware of your participation.

**Will my information be kept confidential?**

The personal information you share will be kept confidential and all information captured for this study will be anonymized and your identiy protected. Specifically, identifying information will be removed from all data and data will be labeled only with anonymized identifiers. Only the student researcher will be aware of the mapping between anonymous identifiers and participants, and this awareness exists only so that you may have your data removed from the study.

The data will be retained for a minimum of 7 years, after which they will be destroyed. Data will be stored in an encrypted folder on my password protected laptop. Only the research team will have access to study data. No identifying information will be used in the project presentation or write-up.

**III. Questions, comments, or concerns**

**Who is sponsoring/funding this study?**

As this study is a course project, it is not directly sponsored by any funding body or enterprise.

**Has the study received ethics clearance?**

This study has been reviewed and received ethics clearance through a University of Waterloo Research Ethics Committee (ORE# 41151). If you have questions for the Committee contact the Office of Research Ethics, at 1-519-888-4567 ext. 36005 or oreceo@uwaterloo.ca.

**Who should I contact if I have questions regarding my participation in the study?**

Please contact either the research student or the faculty member by email as indicated above.

**Consent Form**

By providing your consent, you are not waiving your legal rights or releasing the investigator(s) or involved institution(s) from their legal and professional responsibilities.

I have read the information presented in the information letter about this course project conducted by graduate students in the School of Computer Science, University of Waterloo. I have had the opportunity to ask questions related to the study and have received satisfactory answers to my questions and any additional details.

I was informed that participation in the study is voluntary and that I can withdraw this consent by informing the researcher. This study has been reviewed and received ethics clearance through a University of Waterloo Research Ethics Committee (ORE# 41151). If you have questions for the Committee contact the Office of Research Ethics, at 1-519-888-4567 ext. 36005 or oreceo@uwaterloo.ca.

For all other questions contact the student conducting this research.

Name of student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* I am aware that data that I provide will be recorded. The format of data and how it is recorded was included in the accompanying document, which I have initialed.
* I give consent for my data to be used in the project write-up for this course.
* Occasionally, students may wish to continue their research on their research topic after the course. If this happens, I give consent for my data to be used in follow-up research and to be included for publication. I understand that, for this to happen, the student conducting the research must apply for ethics clearance directly with the office of research ethics at Waterloo for their project before my data can be leveraged in follow-on work.

I agree of my own free will to participate in the study.

Participant name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Participant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness/Researcher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_