

Research Participant Agreement

Unified Search/ARIES

This agreement relates to participation in research led by DPA to better understand the needs of DPA Field Staff within DPA systems. Please read and ask any questions you have before signing.

What we are doing

DPA is working to improve our eligibility systems and build towards a single, unified experience rather than the ARIES / EIS split that we have now. To do this, we're doing this work piece by piece. We started this approach with the development of Unified Search. Our goal was to provide a comprehensive, single search across systems (i.e. ARIES, EIS, Staging Table) to locate useful data from both worked and unworked applications.

To develop Search, Subject Matter Experts (SME) were chosen by DPA Leadership to play an integral role in Search Development. The SME's, as users of ARIES, drove the design of Search as we met regularly to understand worker's needs and preferences.

Now that Search has been implemented, we want to continue to develop Search, and ARIES. To do this, we need to again borrow your expertise. The DPA Project Management Office (PMO) will conduct research to understand how you perform your work in ARIES and EIS, and how you use the Unified Search feature with the goal of knowing what will help with your work.

As a future user of this functionality, we are looking for your open and honest feedback about these matters. Your participation will help direct our design work.

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- **You may opt out.** If at any point you no longer wish to participate, please inform the study moderator. No hard feelings.
 - **DPA PMO may record this study.** We may make video, audio, photographic, and written recordings of this study. These records will be kept in a secure location and shared only with people who need to know.

- **The DPA PMO will take appropriate precautions to protect your privacy.**
Unless otherwise agreed to, we will take appropriate steps to remove sensitive and personally identifiable information captured during this research.
- **You are not being assessed.** Your participation in this research is appreciated and helpful to the design team. It is not in any way an assessment of your work. Your responses will be anonymized and only used to inform the way we design ARIES and the Search feature.

I have read, understand, and agree to this *Design Research Participant Agreement*.

Printed name

Signature

Date

See *Privacy of Personally Identifiable Information*, ISP-122, <https://oit-int.alaska.gov/policy/information-security-policies/>

and *Policy & Procedure, Section 733 (Personal Security)*,
<https://go.dhss.ak.local/intranet/Home/Pages/pandp.aspx>