Subject information for participation in scientific research

Official title: Requestor — Facilitating Collaboration in Remote Design Work

Introduction

Dear Sir/Madam,

You are asked to take part in a scientific study.
Participation is voluntary. Participation requires your written consent. Before you decide whether you want to participate in this study, you will be given an explanation about what the study involves. Please read this information carefully and ask the investigator for an explanation if you have any questions. You may also discuss it with your partner, friends or family.

1. General information

This study is being carried out by *A.J. Geel*, a Master student Industrial Design at the Eindhoven University of Technology as a part of the 'Final Master Project – RDD (SC)' educational activity.

For this study 20 subjects who have little to some experience in User Experience design are required.

2. Purpose of the study

The purpose of this study is to explore the effects that User Interfaces (UIs) with different styles of interactions have on a person's ability to perform an evaluation of a design prototype.

3. What participation involves

During the study, the following will happen:

- We ask you to **perform a design evaluation** on the "usability" of an included website, which takes place on your computer, in an internet browser. For this, you will receive interactive guidance by the "Requestor Evaluation Tool".
- Data is collected on **your usage of this tool**. This includes the answers you give to the dialogs, the movements you make with your cursor and the time it takes to perform the interaction.
- We ask you to **fill in a questionnaire** about the work load you experienced while carrying out the design evaluation.

The time required to complete the design evaluation and the subsequent questionnaire will take you about **30 minutes**.

4. What is expected of you

In order to carry out the study properly it is important that you follow the study instructions.

It is important that you contact the investigator:

- if you no longer want to participate in the study.
- if you encounter any technical issues when operating the “Requestor Evaluation Tool”.

5. If you do not want to participate- or you want to stop participating in the study

It is up to you to decide whether or not to participate in the study. Participation is voluntary. If you do participate in the study, you can always change your mind and decide to stop, at any time during the study. You do not have to say why you are stopping, but you do need to tell the investigator immediately. The data collected until that time will still be used for the study.

If there is any new information about the study that is important for you, the investigator will let you know. You will then be asked whether you still want to continue your participation.

6. End of the study

Your participation in the study stops when

- you choose to stop
- the end of the entire study has been reached

The study is concluded once all the participants have completed the study.

7. Usage and storage of your data

Your personal data will be collected, used and stored for this study. This concerns data such as your name, email address and details related to your professional experience within the context of design. The collection, use and storage of your data is required to answer the questions asked in this study and to publish the results. We ask your permission for the use of your data.

Confidentiality of your data

To protect your privacy, your data will be given a code. Your name and other information that can directly identify you, will be omitted. Data can only be traced back to you with the encryption key. The encryption key remains safely stored in the local research institute. The data cannot be traced back to you in reports and publications about the study.

Access to your data for verification

Some people can access all your data at the research location. Including the data without a code. This is necessary to check whether the study is being conducted in a good and reliable

manner. Persons who have access to your data for review are: the committee that monitors the safety of the study, assessors for the educational activity. They will keep your data confidential. We ask you to consent to this access.

Retention period of your data
Your data must be kept for 10 years at the research location.

Withdrawing consent
You can withdraw your consent to the use of your personal data at any time. This applies to this study. The study data collected until the moment you withdraw your consent will still be used in the study.

More information about your rights when processing data
For general information about your rights when processing your personal data, you can consult the website of the Dutch Data Protection Authority.

If you have questions about your rights, please contact the person responsible for the processing of your personal data. For this study, that is:

Eindhoven University of Technology, see Appendix A for contact details.

If you have questions or complaints about the processing of your personal data, we advise you to first contact the research location. You can also contact the Data Protection Officer of the institution, or the Dutch Data Protection Authority.

8. Any questions?

If you have any questions, please contact the investigator.
If you have any complaints about the study, you can discuss this with the investigator. If you prefer not to do this, you may contact the complaints' committee. All the relevant details **can be found in Appendix A**: Contact details.

9. Signing the consent form

When you have had sufficient time for reflection, you will be asked to decide on participation in this study. If you give permission, we will ask you to confirm this in writing on the appended consent form **which can be found in Appendix B**. By your written permission you indicate that you have understood the information and consent to participation in the study. The signature sheet is kept by the investigator. Both the Investigator and yourself receive a signed version of this consent form.

Thank you for your attention.

10. Appendices to this information

A. Contact details
B. Informed Consent Form(s)

Appendix A: contact details for Eindhoven University of Technology

Investigator:
Arthur Geel — a.j.geel@student.tue.nl

Complaints:
Autoriteit Persoonsgegevens — https://www.autoriteitpersoonsgegevens.nl/

Data Protection Officer of the institution:
Data Protection Officer TU/e — dataprotectionofficer@tue.nl/

For more information about your rights please visit
https://intranet.tue.nl/en/university/services/01-01-1970-information-management-services/protect-your-device-data-and-identity/01-01-1970-personal-data-and-privacy/

Appendix B: Subject Consent Form

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Study Subject's Consent Statement

- I have read the subject information form. I was also able to ask questions. My questions have been answered to my satisfaction. I had enough time to decide whether to participate.
- I know that participation is voluntary. I know that I may decide at any time not to participate after all or to withdraw from the study. I do not need to give a reason for this.
- I give permission for the collection and use of my data to answer the research question in this study.
- I know that some people may have access to all my data to verify the study. These people are listed in this information sheet. I consent to the inspection by them.
- I want to participate in this study.

Name of study subject:	**Date:**	**Signature:**
_____	__ / __ / __	

Investigator's Consent Statement

- I hereby declare that I have fully informed this study subject about this study.
- If information comes to light during the course of the study that could affect the study subject's consent, I will inform him/her of this in a timely fashion.

Name of investigator:	**Date:**	**Signature:**
Arthur Geel	28 / 04 / 2020	

The study subject will receive the full information sheet, together with an original of the signed consent form.