APPLICATION FOR Research Ethics Approval

Version 4 - FINAL – 27/01/15

All researchers should be familiar with the University’s Research Ethics Policy and associated procedures, available [here](https://sp.falmouth.ac.uk/sites/re/ethics/default.aspx). No element of a research project which falls under the scope of the Policy should begin before written approval has been given.

All research projects are subject to ethics approval. This form enables researchers to either:

1) declare a project out of scope. The form incorporates a short cut for this.

2) provide more detail on ethical considerations. Research ethics approval is required for research projects that:

* directly involve people in research activities, through their physical participation, eg. interviews, questionnaires, surveys, observational research, requiring the active or passive involvement of a person;
* indirectly involve people in the research activities, through their provision of or access to personal data and/or tissue
* involves people on behalf of others (eg. legal guardians of children and the psychologically or physically impaired and supervisors of people under controlled environments (eg. prisoners, school pupils).

There are special arrangements for research in the health and when it involves animals, and guidance should be sought direct from the Committee in these cases.

Convening an event, such as a conference or workshop, only requires research ethics approval where research takes place, eg. leading to an identifiable research output, and only that specific part of the event where the research is taking place.

Please note that all events (seminars, conference, workshops, etc) should be discussed with your Director of Department taking into consideration any professional ethics or reputational concerns.

IF YOU ARE UNSURE, YOU SHOULD ASSUME RESEARCH ETHICS APPLIES. IN THIS CASE SEEK GUIDANCE FROM THE COMMITTEE BEFORE CONTINUING.

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| Part A – Overview of the project | | | | | | | |
| 1 | Title of the project | Peripherals for Enhancing Immersion in Virtual Reality | | | | | |
| 2 | Briefly summarise the project’s aims, objectives and methodology | The aim of the project is to investigate whether an active haptic device can give a user more sense of presence while performing simple tasks within a virtual reality environment. | | | | | |
| 3 | Start and end dates | October - May | | | | | |
| 4 | Principal Investigator | Title: Mr  Name: Callum Pankhurst  Department: BSC Computing for Games | | | | | |
| 5 | Other key investigators | Title | Name | Post | Role in project | Organisation | Department |
| Dr | Alcwyn Parker | Researcher and Lecturer | Supervisor | Falmouth University | Games Academy |
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| Part B – Does the project require research ethics approval? | | | | | | | |
| 6a | Does any part of the project constitute research, ie. a process of investigation leading to new insights, effectively shared (eg. identifiable research output)?  If you answer No to this question please provide a rationale here (max 100 words) | **YES**  If Yes or don’t know, continue to 6b. If No, the project is out of scope. Go direct to 18a. | | | | | |
| 6b | Does your research involve participants of any type, ie. humans or animals, directly or indirectly? Review the questions in Part C as a guide | **YES**  If Yes or don’t know, continue to Part C. If No, the project is out of scope. Go to direct to 18a. | | | | | |
| Part C – Details of the research | | | | | | | |
| 7 | Give a brief reflection/overview of the ethics issues in this project. | I will be recording personal user information which will need to be collected and stored following UK Data Protection Law as well as kept completely confidential. I will need to give participants enough information as to allow them to give informed consent but not enough that it will skew the research question. I will also be filming and collecting audio so will need participant consent for that. All data collected from users will be destroyed once research has been completed and stored on a local hard drive that will be kept in a secure location. | | | | | |
| 8 | Who will the participants be? Identify specifically any vulnerable groups or individuals and address any special measures you intend to take to accommodate them | Young adults 18 – 30, proficient with technology | | | | | |
| 9 | How will participants be recruited and how many will be involved? | Random sampling or convenience sampling. I will be selecting participants from staff and students within the games academy of different ages and genders so that I know I will get varied results. | | | | | |
| 10 | What will participants be asked to do? | The experiment will be paired sample t test where there will only be one group of participants who use the haptic device for one set of puzzles with the device on and then similar but not the same puzzles without the device. The players presence will be measured in both tasks through an interview and a questionnaire. | | | | | |
| 11 | What potential risks to the interests of participants do you foresee and what steps will you take to minimise those risks? A participant’s interests include their physical and psychological well-being, their commercial interests; and their rights of privacy and reputation | Make sure there is enough room when using Vive headset.    Make sure that they know that they can leave at any time and aware of these factors.  Using hardware that has not been tested could mean possible electrocution. The device will be tested beforehand by myself to minimise this risk. | | | | | |
| 12 | Will you be obtaining personal information from any of the participants? E.g. name, personal opinions, address, recorded images or audio, date of birth, notes and observations. | YES  **If you answer ‘Yes’, please give details. In your response, please consider:** Information to be kept on a hard drive, this information includes personal opinions and record audio and film. This data will only be kept as long as the experiment is going on. All this data will be written onto a piece of paper or typed into a word document which will be kept on a local hard drive. No data will be publicized and will be destroyed as required by data protection law. | | | | | |
| 13 | What potential risks to yourself or other members of the research team do you foresee and what steps will you take to minimise those risks? Eg. does your research raise issues of personal safety for you or others involved in the project, especially if taking place outside working hours or off University premises | *I do not foresee any potential risks for myself or other members of the research team.* | | | | | |
| 14 | What potential risks to the environment do you foresee and what steps will you take to minimise those risks, eg. does your research involve plants or soil | *I do not foresee any risks to the environment* | | | | | |
| 15 | Will payments or in-kind contributions be made to participants? | **NO**  *If YES, please state amount and whether payment is for out-of-pocket expenses, or a fee* | | | | | |
| 16 | If the project is to receive financial support (real or in-kind) from outside the University, please give details, including any restrictions that have been imposed upon the conduct of the research. Please discuss this with RIO. Financial propriety, protection of commercial rights and reputation are important for you, the University and other third parties (eg. sponsors, participants etc.) | ***NO*** | | | | | |
| 17 | Will any restrictions be placed on the publication of results? | **NO**  *If YES, please state the nature of the restrictions, (eg. details of any confidentiality agreement)* | | | | | |
| 18a | Declaration of Principal Investigator if activity is out of scope | I confirm that the form is accurate and complete to the best of my knowledge and belief and it does not fall under the scope of the Research Ethics Policy.  Signature:  Date: | | | | | |
| 18b | Declaration of Principal Investigator if activity is in scope | I confirm my responsibility to deliver the project in accordance with the University’s Research Ethics Policy and Guidelines on Good Research Practice and, where externally funded, with the terms and conditions of the research funder. In signing this form I am also confirming that:   1. The form is accurate and complete to the best of my knowledge and belief. 2. There is no potential material interest that may, or may appear to, impair the independence and objectivity of researchers conducting this project. 3. I undertake to conduct the project as set out in the application unless deviation is agreed by the University and to comply with any conditions. 4. I agree to keep all ethics issues in the project under review and to re-submit a new application for ethics approval should any new issue arise or significant change occurs. 5. I understand and accept that the ethical propriety of this project may be monitored by the University. 6. I have included the following documents:   ❑ An information sheet (compulsory)  ❑ A consent form (compulsory)  ❑ Copy of the full proposal/application (compulsory)  ❑ Other relevant information  Signature:  Date: | | | | | |
| 19 | Support from Director of Department | I have reviewed the project with the applicant and confirm it either does not fall under the scope of the Research Ethics Policy or I support it.  Full Name:  Signature:  Date: | | | | | |
| 20 | REC use only |  | | | | | |