

EA1

[doc version 09.02]



UNIVERSITY OF
LINCOLN

Ethical Approval Form:

This form must be completed for each piece of research activity whether conducted by academic staff, research staff, graduate students or undergraduates. Applications by students must be endorsed by an academic member of staff acting as Principal Investigator/supervisor. The completed form must be sent to the designated Ethics Committee within the Faculty.

Please complete all sections. If a section is not applicable, write N/A.

1 Name of Applicant	Liam Mason
2 School or Department	School of Computer Science
3 Position in the University	Student
4 Role in relation to this research	Researcher
5 Name(s) of collaborators/co-workers and their relationship to the project (e.g. supervisor, assistant etc.)	Andy Cowe- supervisor
6 Brief statement of main Research Question or Project Title	Investigating how balance affects interactions between video game participants.
7 Ethical checklist	<p>Does the research involve living human participants, or human tissue? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p><i>If you answered "yes", submit form EA2 for Ethical Approval.</i></p> <p>Does the research involve living animals, or animal tissue? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><i>If you answered "yes", submit form EA3 for Ethical Approval.</i></p> <p>Does the research involve confidential data, or data not in the public domain? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Does the project potentially put you or your collaborators at physical or psychological risk? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

Could the topic or results of this research be seen as illegal, or attract legal action against the University from an outside agency?

Yes ☐ No ☒

Could the topic or results of this research attract unwelcome media attention, or affect the reputation or standing of the University?

Yes ☐ No ☒

Could the topic, results or conduct of this research be regarded as offensive, immoral or destructive by some reasonable people?

Yes ☐ No ☒

Does this research need to be undertaken under a relevant professional code of conduct?

Yes ☐ No ☒

Are there any potential conflicts of interest in conducting this research, including financial gain for the researchers, or for individuals or external organizations affiliated with the researchers?

Yes ☐ No ☒

Are there any factors inhibiting the application of the University's ethical guidelines, including those on proper treatment of data, research design and publication of results?

Yes ☐ No ☒

Does the research require the approval of any external body?

Yes ☐ No ☒

If the answer to all questions above is "No", you may complete section 8 to certify that there are no ethical issues, submit this form to the relevant Ethics Committee, and proceed with the research immediately. You accept professional responsibility for this decision, and if unsure should instead submit to the Committee.

If the answer to any of the above questions is "Yes", complete the rest of the form, submit to the relevant Ethics Committee, and await approval before proceeding with the research. Answering "Yes" does not necessarily imply that the research is problematic, only the Ethics Committee needs to consider the research to ensure that it can proceed, and that the research design conforms to best practice.

8 Self certification of Ethical Review

Having reviewed the ethical implications of this research, I certify that there are no issues requiring Ethical Approval. I certify that the research will be carried out in compliance with the University's ethical guidelines for library/desk/laboratory/studio-based research, with Health and Safety regulations, and with all other relevant University policies and

procedures. If there are any changes to the research requiring ethical clearance, I shall apply for such clearance before continuing with the research.

Signed:


Principal Investigator **ANDY COWE**

Note. This section must be endorsed by the member of academic staff responsible for the project. In the case of research by students, the supervising member of academic staff must sign. The signed form should then be submitted to the relevant Ethics Committee within the Faculty, and the research may proceed.

9 Does the research comply with the University's key ethical principles for library/desk/lab/studio-based research ?

Yes



No



If "No", provide an ethical justification and explain why you wish to breach of normal ethical principles:-

10 If applicable, please state the relevant professional code(s) under which the research is being conducted and confirm compliance	
11 Does this research require the approval of an external body ?	<div>Yes <input type="checkbox"/></div> <div>No <input checked="" type="checkbox"/></div> <div>If "Yes", please state which body: -</div>
12 Has ethical approval already been obtained from that body ?	<div>Yes <input type="checkbox"/> -Please append documentary evidence to this form.</div> <div>No <input checked="" type="checkbox"/></div> <div>If "No", please state why not:-</div> <div>N/A</div> <div>Please note that any such approvals must be obtained and documented before the project begins.</div>

13 If there are any other ethical issues, to which the attention of the approving committee should be drawn, please state them in this section, and explain how you have taken the issues into account, so that the research should be approved. Please consult the University's ethical guidelines for advice.

N/A

Please also include here, or attach separately, a brief description of the research, to allow the approving committee to reach judgement.

APPLICANT SIGNATURE

I hereby request ethical approval for the research as described above.

I certify that I have read the University's ethical guidelines for library/desk/laboratory/studio-based research.

Liam Mason

25/10/2016

Applicant Signature

Date

Liam Mason

PRINT NAME**FOR COMPLETION BY THE DESIGNATED FACULTY AUTHORITY**

Please select ONE of A, B, C or D below:

☐ A. The Faculty gives ethical approval to this research.

☐ B. The Faculty gives conditional ethical approval to this research.

10 Please state the condition (inc.
date by which condition
must be satisfied if
applicable)

☐ C. The Faculty cannot give ethical approval to this research but refers the application to the University Research Ethics Committee for higher level consideration.

11 Please state the reason

☐ D. The Faculty cannot give ethical approval to this research and recommends that the research should not proceed.

12 Please state the reason, bearing in
mind the University's ethical
framework, including the primary
concern for Academic Freedom.

Signature of Designated Faculty Authority for Research Ethics

Signature

Date
Key ethical guidelines for library/desk/laboratory/studio-based research

The University of Lincoln has drawn up the following key principles for researchers engaged in library/desk/laboratory/studio-based projects in order to promote high professional standards. They should be read alongside the University's Ethical Principles for Conducting Research with Humans and Other Animals, and operate as part of the University's Ethical Framework.

- *Non-falsification of data*: Researchers have an ethical obligation to refrain from tampering with data. Thus questionnaire responses, experimental observations and data analyses should not be fabricated, altered nor discarded. In addition, researchers have a responsibility to exercise reasonable care in processing data to ensure no errors affect the results.
- *Ethics of reporting research*: Researchers are obliged to give full and proper attribution of ideas: presenting the words, data or ideas of another person as your own without properly citing them amounts to plagiarism. This is not only misconduct but can also be an infringement of copyright, amounting to theft of intellectual property.
- *Ethics and research design*: Researchers should be open to a range of methods: failure to consider and evaluate alternative methods and tools for the collection of data may be regarded as too overtly biased. All appropriate steps should be taken to ensure that no samples are obtained from unethical sources e.g. illegal databases; unregistered suppliers of samples from humans or other animals.
- *Authorship credit*: Only those researchers who are significant contributors to a research project should be given authorship credit. A "significant contributor" might be described as a person playing a major role in conceptualising, analysing or writing the final document. Ideally, all those involved in the research project should decide upon the order of authorship. Usually, the first author is the one who has made the biggest contribution.
- *Conflict of interest*: Researchers should be aware of the potential influence of personal or commercial interests on their work and take all practical measures to ensure that information is presented without distortion.
- *The principle of beneficence*: Researchers are required to protect individuals by seeking to maximise anticipated benefits and minimise possible harms. It is therefore necessary to examine carefully the design of the study and its risks and benefits including, in some cases, identifying alternative ways of obtaining the benefits sought from the research. Research risks must always be justified by the expected benefits of research.
- *Professional codes*: Researchers should undertake research legally and in accordance with any relevant professional codes of conduct.
- *Personal information*: Researchers should anonymise information which relates to individuals when they have not obtained informed consent, unless there is a clear justification to the contrary. They should also be aware of the impact of wider public dissemination of their work and the impact this might have on any individual or group of individuals. If it is anticipated that it might cause distress, it is essential to demonstrate that the benefits outweigh this risk.

EA2



Ethical Approval Form:

Please word-process this form, handwritten

This form must be completed for each piece of research activity whether conducted by academic staff, research staff, graduate students or undergraduates. The completed form must be approved by the designated authority within the Faculty.

Please complete all sections. If a section is not applicable, write N/A.

1 Name of Applicant	Liam Mason <hr/> Department: Faculty: Computer Science
2 Position in the University	Student MComp
3 Role in relation to this research	Researcher
4 Brief statement of main Research Question	Investigating how balance affects interactions between video game participants,

5 Brief Description of Project	as a balanced and imbalanced version. To evaluate the user's response when I with a specifically created game that h	
	Approximate Start Date: 27/08/16	Approximate End Date: 24/04/17
6 Name of Principal Investigator or Supervisor	Andy Cowe	
	Email address: acowe@lincoln.ac.uk	Telephone: 01522 83 7318
7 Names of other researchers or student investigators involved	None.	
8 Location(s) at which project is to be carried out	University of Lincoln, MHT Building	

<p>9 Statement of the ethical issues</p> <p>involved and how they are to be addressed –including a risk assessment of the project based on the vulnerability of participants, the extent to which it is likely to be harmful and whether there will be significant discomfort.</p> <p>(This will normally cover such issues as whether the risks/adverse effects associated with the project have been dealt with and whether the benefits of research outweigh the risks)</p>	<p>The evaluation that will be carried out on the project will not be controversial or pose any immediate ethical threat. However, below are a list of issues that may arise and the steps that I have taken to minimise any problems.</p> <p>1) Informed Consent Participants should at all times be made aware of the study they are entering into and give their consent to be involved in the study. This extends to, but is not limited to: the purpose of the evaluation, the content of the evaluation and the outcome of the evaluation. The importance of each of the above elements shall be reiterated at every stage of the evaluation, from start to finish allowing any person to choose whether they wish to participate. Formal consent shall be obtained through the completion of a consent form, sent to the participants along with a letter detailing the evaluation which will be taking place.</p> <p>2) Privacy & Confidentiality Protecting the privacy of the participants is important to the study, as it allows the participants to speak freely and openly about the subject without feeling that their comments will be attributed to them. To ensure that they feel their privacy is being maintained, I shall over the course of my correspondence with the participants and focus group highlight that this study is confidential and anything they do say will be taken on that basis. This will be particularly important during the introduction and conclusion of the focus group itself. It is also important that any confidential information about the participant e.g. their age, address and telephone shall be held only by the person carrying out the evaluation and destroyed once the research data has been collected and concluded.</p> <p>3) The Right to Withdraw During the evaluation participants may disclose information that they may otherwise not, in different circumstances. Therefore, they should be given the option to withdraw any comments or entirely from the study at any time – this shall be highlighted repeatedly throughout the study.</p> <p>4) Risk & Adverse Effects Some participants may experience adverse side effects of virtual reality such as nausea, falling over, Damaging property as they are in a contained environment (VR). To avoid this firstly participants may stop the test at any time and will be warned about side effects. The testing area will be clear of obstacles and people to insure no damage is done. Participants will also not be unsupervised while in Virtual reality.</p>
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Ethical Approval From Other Bodies

No



10 Does this research require the approval of an external body ?

Yes

☐

If "Yes", please state which body:-

11 Has ethical approval already been obtained from that body ?

Yes

☐

Please append documentary evidence to this form.

No

☐

If "No", please state why not:-

Please note that any such approvals must be obtained and documented before the project begins.

APPLICANT SIGNATURE

I hereby request ethical approval for the research as described above.

I certify that I have read the University's ETHICAL PRINCIPLES FOR CONDUCTING RESEARCH WITH HUMANS AND OTHER ANIMALS.

Liam Mason

11/10/16

Applicant Signature

Date

LIAM MASON

PRINT NAME

FOR COMPLETION BY THE CHAIR OF THE FACULTY RESEARCH COMMITTEE

Please select ONE of A, B, C or D below:

☐ A. The Faculty Research Committee gives ethical approval to this research.

☐ B. The Faculty Research Committee gives conditional ethical approval to this research.

12 Please state the condition (inc.
date by which condition
must be satisfied if
applicable)

☐ C. The Faculty Research Committee cannot give ethical approval to this research but refers the application to the University Research Ethics Committee for higher level consideration.

13 Please state the reason

☐ D. The Faculty Research Committee cannot give ethical approval to this research and recommends that the research should not proceed.

14 Please state the reason

Signature of Chair of Faculty Research Committee (or nominee)

Signed

Date