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| **Section 1: Applicant Details** | |
| First Name | Isobel |
| Last Name | McNeany |
| Faculty | FET |
| Department | CSCT |
| Co-researcher Names  (internal and external)  Please include names, institutions and roles. If there are no co-researchers, please state N/A. | N/A |
| Is this application for a staff or a student? | Student |
| Student Course details | Masters |
| Name of Director of Studies / Supervisor | Simon Scarle |
| Comments from Director of Studies / Supervisor  *For student applications, supervisors should ensure that all of the following are satisfied before the study begins:*   * *The topic merits further research;* * *The student has the skills to carry out the research;* * *The participant information sheet is appropriate; and procedures for recruitment of research participants and obtained informed consent are appropriate.*   *The supervisor must add comments here. Failure to do so will result in the application being returned* | |
| Click or tap here to enter text. | |

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| **Section 2: Project** | |
| **Section 2:1 Project details** | |
| Full Project Title | |
| Factory Tycoon | |
| **Project Dates**  These are the dates for the overall project, which may be different to the dates of the field work and/or empirical work involving human participants. | |
| Project Start Date | 19/11/2019 |
| Project End Date | 23/04/2020 |
| **Dates for work requiring ethical approval**  You must allow **at least 6 weeks** for an initial decision, plus additional time for any changes to be made. | |
| Start date for work requiring ethical approval | 06/04/2020 |
| End date for work requiring ethical approval | 23/04/2020 |
| How is the project funded?  (e.g. externally, internally, self-funded, not funded – including scholarly activity)  Please provide details. | |
| Not funded | |

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| Is external ethics approval needed for this research? | No |
| If Yes please provide the following:  For NHS Research please provide a copy of the letter from the HRA granting full approval for your project together with a copy of your IRAS form and supporting documentation, including reference numbers.  Where review has taken place elsewhere (e.g. via another university or institution), please provide a copy of your ethics application, supporting documentation and evidence of approval by the appropriate ethics committee. | |
| Click or tap here to enter text. | |
| **Section 2:2 Project summary** | |
| Please provide a concise summary of the project, including its aims, objectives and background. (maximum 400 words)  Please describe in non-technical language what your research is about. Your summary should provide the committee with sufficient detail to understand the nature of the project, its rationale and ethical context. | |
| The aim of the project is to engage people into a conversation about the awareness of the concept of three pillars need to sustainably run a business as well as educating them on the social, environmental and economic impacts that they or companies are having.  The project is a game that takes place in a packaging factory where the player has control over Raw materials, production and the disposal. The game | |
| What are the research questions the project aims to answer? (maximum 200 words) | |
| What knowledge did the participant have before they played the game? What knowledge has the participant now gained after they played the game?  Did the participant learn from the game? | |
| Please describe the research methodology for the project. (maximum 250 words) | |
| The research methodology will use a couple of methods;  Before the user has access to the game they will take a short questionnaire about their current knowledge of social, economic and environmental issues.  While the user is using the game I will observe the user interacting with it and make note of any design feature that the user struggles with, as well as what works well.  After the user has played the game the first questionnaire will be repeated along with a couple of design questions. | |

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| **Section 3: Human Participants** | |
| Does the project involve human participants or their data?  *If not, please proceed to Section 5: Data Collection, Storage and Disposal, you do not need to complete sections 3-4.* | Yes |
| **Section 3.1: Participant Selection** | |
| Who are your participants? | |
| Students | |
| Will you be recruiting students as research participants who are from outside your faculty and/or from multiple faculties?  If you plan to recruit student participants from across UWE (rather than solely from your home faculty) your ethics application will be reviewed by UREC instead of the FREC. | Yes |
| Please explain the steps you will take to select your participant sample. | |
| I will make sure that the students are a range of people so that I don’t just have people who know all about the three pillars and the production of plastics or all people who are on my course. | |
| Please explain how you will determine the sample size. | |
| The sample size will be based on the amount of data that I can use to be analysed, in this case I am looking for quality feedback, so would only need around 10 students to gather enough information. | |
| Please tell us if any of the participants in your sample are vulnerable, or are potentially vulnerable and explain why they need to be included in your sample.  NB: Please do not feel that including vulnerable, or potentially vulnerable participants will be a bar to gaining ethical approval.  Although there may be some circumstances where it is inappropriate to include certain participants, there are many projects which need to include vulnerable or potentially vulnerable participants in order to gain valuable research information.  This particularly applies to projects where the aim of the research is to improve quality of life for people in these groups.  Vulnerable or potentially vulnerable participants that you **must** tell us about:   * Children under 18 * Adults who are unable to give informed consent * Anyone who is seriously ill or has a terminal illness * Anyone in an emergency or critical situation * Anyone with a serious mental health issue that might impair their ability to consent, or cause the research to distress them * Young offenders and prisoners * Anyone with a relationship with the researcher(s) * The elderly | |
| N/A | |
| **Section 3.2: Participant Recruitment and Inclusion** | |
| How will you contact potential participants? Please select all that apply. | |
| Advertisement  Emails  Face-to-face approach  Post  Social media  Telephone calls  Other  If Other, please specify: Click or tap here to enter text. | |
| What recruitment information will you give potential participants?  Please ensure that you include a copy of the initial information for participants with your application.  [Research Template Participant Information Sheet](https://docs.uwe.ac.uk/ou/Communications/_layouts/15/download.aspx?SourceUrl=https://docs.uwe.ac.uk/ou/Communications/Documents/GDPR/guidance_on_participant_information_sheets%20FINAL.docx)  [Research Template Privacy Notice](https://docs.uwe.ac.uk/ou/Communications/_layouts/15/download.aspx?SourceUrl=https://docs.uwe.ac.uk/ou/Communications/Documents/GDPR/guidance_on_research_participant_privacy_notice%20FINAL.docx) | |
| They will see the participant information sheet and from there can decide. They will also be shown a copy of the privacy notice. | |
| How will you gain informed written consent from the participants?  Please ensure that you include a copy of the participant information sheet and consent form with your application.  [Research Template Consent form](https://docs.uwe.ac.uk/ou/Communications/_layouts/15/download.aspx?SourceUrl=https://docs.uwe.ac.uk/ou/Communications/Documents/GDPR/GDPR%20consent%20form%20FINAL.docx)  [Research Template Privacy Notice](https://docs.uwe.ac.uk/ou/Communications/_layouts/15/download.aspx?SourceUrl=https://docs.uwe.ac.uk/ou/Communications/Documents/GDPR/guidance_on_research_participant_privacy_notice%20FINAL.docx) | |
| I will give them a copy of the information sheet and need them to sign the consent form and make sure they are happy before they will be allowed to participate. | |
| What arrangements are in place for participants to withdraw from the study? | |
| I will take a unique number e.g. student ID which will be linked to the answers they provided during the participation and within a reasonable time frame, anyone can email me, which they will be provided with, and express their wish to withdraw which I will respect and removed their data by destroying it using the method as detailed below. | |

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| **Section 4: Human Tissue** | |
| Does the project involve human tissue? | No |
| *If you answer ‘No’ to the above question, please go to Section 5*  Please describe the research methodology that you will use.  This should include an explanation of why human tissue is required for the project and a description of the information that you and the research team will have access to about the participants/donors. | |
| Click or tap here to enter text. | |
| Please describe how you propose to obtain/collect, process, securely store and dispose of the human tissue. | |
| Click or tap here to enter text. | |
| Please explain if and how samples will be anonymised.  Where samples are not anonymised, please explain how confidentiality will be maintained, including how this information will be securely and appropriately stored and disposed of. | |
| Click or tap here to enter text. | |

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| **Section 5: Data Collection, Storage and Disposal** |
| Research undertaken at UWE by staff and students must be GDPR compliant. For further guidance see [Research and GDPR compliance](https://intranet.uwe.ac.uk/whats-happening/sites/gdpr/updates/pages/research-and-gdpr-compliance-update-08-may-2019.aspx)  Please confirm that you have included the UWE Privacy Notice with the Participant Information Sheet and Consent Form  By ticking this box, I confirm that I have read the [Data Protection Research Standard](https://docs.uwe.ac.uk/ou/Communications/_layouts/15/download.aspx?SourceUrl=https://docs.uwe.ac.uk/ou/Communications/Documents/GDPR/GDPR%20Research%20Governance%20Standard%20FINAL.docx), understand my responsibilities as a researcher and that my project has been designed in accordance with the Standard. |

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| **Section 5.1 Data Collection and Analysis** |
| Which of these data collection methods will you be using? Please select all that apply. |
| Interviews  Questionnaires/surveys  Focus groups  Observation  Secondary sources  Clinical measurement  Digital media  Sample collection  Other  If Other, please specify: Click or tap here to enter text.  Please note that online surveys must only be administered via [Qualtrics](https://www.qualtrics.com/uk/)  Please ensure that you include a copy of the questionnaire/survey with your application. |
| What type of data will you be collecting? |
| Quantitative data  Qualitative data |
| Please describe the data analysis and data anonymisation methods. |
| The data analysis will be done only by me, none of the data will be able to be identified as a specific person, only if one of the participants contacts me with their unique number wishing to withdraw, which can be matched up to the number stored in the system allowing me to delete their entry. The data analysis will be turned into pie charts and also a report. |
| **Section 5.2 Data Storage, Access and Security** |
| Where will you store the data? Please select all that apply. |
| H:\ drive on UWE network  Restricted folder on S:\ drive  Restricted folder on UWE OneDrive  Other (including secure physical storage)  If Other, please specify: Click or tap here to enter text. |
| Please explain who will have access to the data. |
| Only myself |
| Please describe how you will maintain the security of the data and, where applicable, how you will transfer data between co-researchers. |
| Only I will have access to the data and by securing it in a restricted folder, which only I have access to will stop other people accessing it, also I will make sure that I am logging out of the one drive folder on every computer that I use |
| **Section 5.3 Data Disposal** |
| Please explain when and how you will destroy personal data. |
| Once the project is completed all the data will be deleted from the computer, also any paper used in the initial collection of data will swiftly be transferred to pc before the paper will be shredded to hide any identifying information about the user. |

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| **Section 6: Other Ethical Issues** | | |
| What risks, if any, do the participants (or donors, if your project involves human tissue) face in taking part in the project and how will you address these risks? | | |
| None | | |
| Are there any potential risks to researchers and any other people as a consequence of undertaking this project that are greater than those encountered in normal day-to-day life?  For further information, see [guidance on safety of social researchers](https://docs.uwe.ac.uk/sites/health-and-safety/_layouts/15/download.aspx?SourceUrl=https://docs.uwe.ac.uk/sites/health-and-safety/Documents/G017_Social_Researchers.docx). | | |
| None | | |
| How will the results of the project be reported and disseminated? Please select all that apply. | | |
| Peer reviewed journal  Conference presentation  Internal report  Dissertation/thesis  Written feedback to participants  Presentation to participants  Report to funders  Digital media  Other  If Other, please specify: Click or tap here to enter text. | | |
| Does the project involve research that may be considered to be security sensitive?  For further information, see [UREC guidance for security sensitive research.](http://www1.uwe.ac.uk/research/researchethics/guidance.aspx) | No | |
| Please provide details of the research that may be considered to be security sensitive. | | |
| N/A | | |
| Does the project involve conducting research overseas? | | No |
| Have you received approval from your Head of Department/Associate Dean (RKE) and is there sufficient insurance in place for your research overseas? | | Not applicable |
| Please provide details of any ethical issues which may arise from conducting research overseas and how you will address these. | | |
| N/A | | |

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| **Section 7: Supporting Documentation** |
| Please ensure that you provide copies of all relevant documentation, otherwise the review of your application will be delayed. Relevant documentation should include a copy of:    • The research proposal or project design.  • The participant information sheet and consent form, including a UWE privacy notice.  • The questionnaire/survey.  • External ethics approval and any supporting documentation.    Please clearly label each document - ensure you include the applicant's name, document type and version/date (e.g. Joe Bloggs - Questionnaire v1.5 191018). |

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| **Section 8: Declaration** |
| By ticking this box, I confirm that the information contained in this application, including any accompanying information is, to the best of my knowledge, complete and correct. I have attempted to identify all risks related to the research that may arise in conducting this research and acknowledge my obligations and the right of the participants.  Name: Isobel McNeany  Date: 12/03/2020 |

**This form should be submitted electronically to the Research Ethics Admin Team:** [**researchethics@uwe.ac.uk**](mailto:researchethics@uwe.ac.uk) **and email copied to the Supervisor/Director of Studies where applicable, together with all supporting documentation (research proposal, participant information sheet, consent form etc).**

**Please provide all the information requested and justify where appropriate.**

**For further guidance, please see** [**http://www1.uwe.ac.uk/research/researchethics**](http://www1.uwe.ac.uk/research/researchethics) **(applicants’ information)**