Designing and Implementing a Novel MIDI Controller through the User-Centred Design Process.

Joseph Cameron, Kenneth Boyd

What is the study about?

This study is being conducted as part of our group's study of Interaction Design at the School of Computer Science, University of St Andrews.

Why have I been invited to take part?

We invite you to participate in a user study because you are someone who might use a product / service we are interested in. We are seeking adults who are over the age of 18.

Do I have to take part?

This information sheet has been written to help you decide if you would like to take part. It is up to you and you alone whether you wish to take part. If you do decide to take part you will be free to withdraw at any time without providing a reason, and with no negative consequences.

What would I be required to do?

We will ask you to answer several questions about topics that are relevant to our project. You can choose not to answer any of the questions if you do not wish to. You will also be asked to complete a series of tasks that are relevant to you as a user or as an expert. We might ask you to use an existing system related to design brief the students are working on. We will observe and record you as you use an existing system or carry out tasks related to the project. We might ask you to simultaneously describe "thinking aloud" what you are doing and why.

Meetings will take place in person or online (using video conferencing software). You can choose which of these you prefer.

Are there any risks associated with taking part?

There are no risks associated with this research that exceed those of everyday life. We will collect data as part of this study that contains potentially identifying information about you. However, this raw data will only be available to the researchers.

Informed consent

It is important that you are able to give your informed consent before taking part in this study and you will have the opportunity to ask any questions in relation to the research before you provide your consent.

What information about me or recordings of me ('my data') will you be collecting?

We will be collecting the answers you provide as part of the online questionnaire or interviews. With your consent we may audio- and video-record the meetings taking place. The data we will be collecting could be used to identify you (e.g., through your voice or face visible in the video recordings).

Data will be anonymized prior to any reports or presentation (e.g., by transcribing the audio and video recordings).

Statements will be modified to omit content that may be used to reveal the identity of participants.

Should you accidently share any content that you did not wish to share such as screen content, you can ask us to delete any record of the content which may be a section of video recording.

No data about participants being from protected categories will be collected.

How will my data be securely stored, who will have access to it?

The raw data will be stored in a **FULLY IDENTIFIABLE** form until 16/08/2022. Your data will be stored on the University of St Andrews' Microsoft account and only the researchers listed above will be able to access it.

How will my data be used, and in what form will it be shared further?

Your data will be used to inform design projects. The results will be finalised by approximately 16/08/2022 and written up as part of reports / published papers. Data collected from recordings will be transcribed and raw data deleted 16/08/2022. Statements may be modified to omit content that reveals the identity of you or others. Your data will be in an **ANONYMISED** form, which means that no-one could use any reasonably available means to identify you from the data. Only anonymised data will be included in reports.

When will my data be destroyed?

Your data will be destroyed at the end of the project, specifically before *16/08/2022*.

Will my participation be confidential?

Your participation will be known to the study authors.

Use of your personal data for research and data protection rights

The University of St Andrews (the 'Data Controller') is bound by the UK 2018 Data Protection Act and the General Data Protection Regulation (GDPR), which require a lawful basis for all processing of personal data (in this case it is the 'performance of a task carried out in the public interest' – namely, for research purposes) and an additional lawful basis for processing personal data containing special characteristics (in this case it is 'public interest research'). You have a range of rights under data protection legislation. For more information on data protection legislation and your rights visit https://www.st-andrews.ac.uk/terms/data-protection/rights/. For any queries, email dataprot@st-andrews.ac.uk.

You will be able to withdraw your data within one week of the project starting, specifically 18/07/2022 at 12:00pm. If your data is anonymised, we will not be able to withdraw it, because we will not know which data is yours.

Ethical Approvals

This research proposal has been scrutinised and subsequently granted ethical approval by the University of St Andrews Teaching and Research Ethics Committee.

<u>What should I do if I have concerns about this study?</u>

In the first instance, you are encouraged to raise your concerns with the researcher. However, if you do not feel comfortable doing so, then you should contact my Supervisor or School Ethics Contact (contact details below). A full outline of the procedures governed by the University Teaching and Research Ethics Committee is available at https://www.st-andrews.ac.uk/research/integrity-ethics/humans/ethical-guidance/complaints/.

<u>Contact details</u>

| **Researcher(s)** | Joseph Cameron, Kenneth Boyd | **Supervisor(s) / School** | School of Computer Science University of St Andrews. kmb6@st-andrews.ac.uk |
| | | **Ethics contact** | ethics-cs@st-andrews.ac.uk |