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|  | *Letter of Information for*  *Implied Consent* |

**UVic CRS redesign**

You are invited to participate in a study entitled **UVic course registration system (CRS) redesign** that is being conducted by Aaron Yin,Rui Sun, Zhanchi Guan and Junhong Deng for the course SENG 310, Human-Computer Interaction. The course instructor is Dr. Charles Perin, Department of Computer Science, cperin@uvic.ca, (+1) 250-472-5783

As undergraduate students, we are required to conduct research as part of the requirements for a degree in Computer Science/Software Engineering. It is being conducted under the supervision of Dr. Charles Perin, a Faculty Member in the department of Computer Science at the University of Victoria. You may contact my supervisor at 250-472-5783 or cperin@uvic.ca.

**Purpose and Objectives**

The purpose of this research project is to establish the requirements for designing a new user interface for the UVic course registration system, to help students better visualize their schedule and plan their semester.The main goal of the research is to discover on which step students are spending most time, for example, figuring out required courses, finding electives, or actually registering.

**Importance of this Research**

Research of this type is important because:

* Collecting empirical data will help us designing effective interfaces for UVic students
* It will provide guidelines and/or new ideas for implementing mobile designs
* It will provide us with an understanding of what features and functionalities people are interested in

**Participants Selection**

* You have been selected to participate in this study because you are a current undergraduate student at UVic that have used the CRS
* You provide unique experience with planning/registering a semester
* Participation in this project is entirely voluntary.
* Whether you choose to participate or not will have no effect on your position [e.g. employment, class standing] or how you will be treated.

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**What is involved**

If you consent to voluntarily participate in this research, your participation will include :

* **Interview**:
  + Answering a series of questions about a technology
  + Sharing opinions on the current UVic course registration system
  + Sharing opinions on other school’s course registration system(if possible)
  + Sharing opinions on other course scheduling apps you used (if have)
  + **Duration:** Approximately 15 minutes
  + **Remote Communication Tool:** Zoom or Discord
  + **Inconvenience:** *None beyond dedicating approximately 15 minutes to this study*

* **Photo/Video/Voice Elicitation**:
* Capturing the process of planning out September semester using photos, videos, or voice recording, or multiple of them. The photos and videos only need to demonstrate your interaction with the technology and **must not** capture any personal identifiers such as your face. Any Photo/Video/Voice data will be deleted after the project.
* **Duration:** Approximately 25 minutes
* **Sharing Instruction:**
  + You will share your recordings by emailing us at:
  + discord

* **Inconvenience:** *None beyond dedicating approximately 25 minutes to this study*

Please note that effective March 20, 2020: In-person behavioural research involving human participants at locations on or off-campus is suspended effective immediately and until further notice. All research activities in this project comply with this moratorium.

Please be advised that information about you that is gathered for this research study uses an online program located in the U.S. (e.g., Zoom, Skype, Google Forms) or a program that can be accessed from the US. As such, there is a possibility that (non-identifiable) information about you may be accessed without your knowledge or consent by the US government in compliance with the US Freedom Act.

**Risks**

There are no known or anticipated risks to you by participating in this research.

**Benefits**

The potential benefits of your participation in this research include helping us generate new design guidelines for people who create interfaces, and helping us improve the CRS which is crucial to all students at UVic.

**Voluntary Participation**

Your participation in this research must be completely voluntary. If you do decide to participate, you may withdraw at any time without any consequences or any explanation. If you do withdraw from the study your data will be permanently erased and removed from all analysis by removing all documents associated to your identity.

**Anonymity**

In terms of protecting your anonymity, you will not provide identifiable information such as your name thus the data we collect is anonymous. If the photos and videos you provide accidently shows your face, we will blur or cut it out of the frame during analysis and presentations. Any voice recorded will be transcribed into text.

**Confidentiality**

We will not store any identifiable information.

**Dissemination of Results**

It is anticipated that the results of this study will be shared with others in class presentation, coursework report and will be documented on a website hosted on local UVic server. In addition, if the research findings are of publishable quality, the students and the instructor can decide to use the results in a scientific, peer-reviewed publication.

**Disposal of Data**

* One month after the end of the course, the raw data will be transmitted to the course instructor, and all other copies of the data will be permanently erased.
* The website and related data hosted on UVic server will be deleted one month after the end of the course.
* The course instructor will delete the raw data one year after the last day of the term. This is to enable students to publish the results in scientific peer-reviewed publications if deemed possible.

**Contacts**

Individuals that may be contacted regarding this study include the researchers and supervisors listed at the beginning of this document.

In addition, you may verify the ethical approval of this study, or raise any concerns you might have, by contacting the Human Research Ethics Office at the University of Victoria (250-472-4545 or ethics@uvic.ca).

By completing and submitting the questionnaire, **YOUR FREE AND INFORMED CONSENT IS IMPLIED** and indicates that you understand the above conditions of participation in this study and that you have had the opportunity to have your questions answered by the researchers.

***Please retain a copy of this letter for your reference.***