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| **Honours Project**  **Ethical Application Form**  **School of Engineering and Built Environment**  **Department of Applied Computer Games** |
| **STUDENT** |
| * Name of student undertaking the study: * GCU email: |
| **SUPERVISOR** |
| * Name of Project Supervisor: * GCU email: |
| **Study Title** |
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| **Timeline** (from recruitment to completion of data collection) |
| Start Date: xx/xx/xx End Date: xx/xx/xx |

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| **STUDY CHECKLIST** |
| Please indicate yes or no to each statement and provide comment if appropriate. |
| |  |  |  |  | | --- | --- | --- | --- | | **I confirm that:** | YES | NO | Comment | | All sections of the form have been completed. |  |  |  | | This form has been reviewed and signed by the Project Supervisor. |  |  |  | | This project involves adults over 18 only. |  |  |  | | The project excludes potentially vulnerable people. |  |  |  | | I will not involve participants in the project until Ethical Approval has been granted. |  |  |  | | Participants will not receive any payment or incentive for taking part. |  |  |  | | I will provide the participant with an Information Sheet that will:   * Provide clear explanation of the project and purpose of their participation. * Indicate to the participant that they will not directly benefit from the study. * Explain to the participant that participation is entirely voluntary, and they are free to decline to take part and/or withdraw at any stage. * Ensure a point of contact out with the study team. |  |  |  | | I will provide the participants with a consent form which will:   * Ensure all required consent permissions are addressed. * Ensure participants anonymity and confidentiality. * Ensure participants are aware of how their data will be stored and held securely and confidentially in accordance with GDPR, and how to access findings. |  |  |  | | This project involves Informed Consent which will be made clear to participants. |  |  |  | | I will secure any required permissions for existing/copyrighted data collection tools. |  |  |  | | I will ensure this study abides by GCU data management policies, participant anonymity requirements, data protection legislation and GDPR. |  |  |  | | This study requires specific training. |  |  |  | | I will report any issues arising to the Honours Module Leader as soon as possible. |  |  |  | |

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| **Study Aim and Objectives** |
| Briefly detail the aim of your study i.e.:   1. **Why** is this research required? 2. **What** is this research about? 3. **What are you going to do?** |
| **Research Question(s) and Hypotheses** |
| List your problem statement/research question and hypotheses. |
| **Participants** |
| Detail your proposed participants:   1. Age: 2. Inclusion Criteria: 3. Exclusion Criteria: 4. Anticipated sample size (e.g., 5 participants): |
| **Study Location** |
| State the location(s) where study will take place (e.g. online, GCU campus) and any requirements/considerations: |

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| **Recruitment Plan** |
| Please detail your recruitment plan e.g.,   * Sampling method (e.g., convenience). * Recruitment method.   *Please note that a copy of all recruitment materials must be included in your Tri B Ethics Submission.* |
| **Study Details** |
| Please outline what will happen during your Study:   * Develop and Test plan: What will you create, how, and how will it be used in the subsequent data collection. * Study design: Case study, between/within subjects etc. * The Study Procedure including the length of time participants will be involved in the study. * The Methods you will employ, and which Measures they capture e.g., an interview to explore engagement, a Likert scale to measure frustration, telemetry to capture accuracy.   *Please note that a copy of any data collection tools being used must be included in your TriB Ethics Submission.* |
| **Data Management Plan** |
| Detail how your data management adheres with GCU data security and data protection/GDPR legislation.  Please consider:   * Any data management requirements for the personal data collected. * Who will collect data (or personal data)? * Who will have access to data (or personal data)? * How will data (or personal data) be used? * Where and how will data (or personal data) be stored (e.g., on a password protected GCU computer drive)? * When and by whom will anonymisation occur? * When and how will data (or personal data) be destroyed (e.g., confidentially after five years)? |

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| **SIGNIFICANT ETHICAL CONCERNS** |
| Does this study raise any significant ethical concerns? (e.g., mental /physical health, potential third-party data se, deception, invasive/harmful procedures). If yes, please use the space below to detail each identified risk in turn, the potential impact on researcher/participants, and the steps proposed to address and mitigate this risk. |
| Significant Concern(s): |

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| **Declaration**  I declare that the proposed work described in this application will be carried out as detailed. If amendments to the approved plan are required, or additional issues arise, I agree I must urgently bring this to the attention of ethics co-ordinator [Gianna.Cassidy@gcu.ac.uk](mailto:Gianna.Cassidy@gcu.ac.uk) for consideration. |
| **Student carrying out the project:**  Signature:  Date: |
| **GCU Academic Supervisor for project:**  Signature:  Date: |

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| **REVIEW OUTCOME (To be completed by the REC Reviewer)** |
| **Outcome** |
| **Comments** |
| **Signature of Reviewer**  Signature:  Date: |