Below is a summary of your responses

**Download PDF** 

Your Self-check Number is: 2022-6-5-907



Welcome to the ethics review self-check provided by the FSW Research Ethics Review Committee (RERC).

In this self-check you will be asked a series of questions to test whether your research complies to the guidelines in the FSW's research code of conduct.

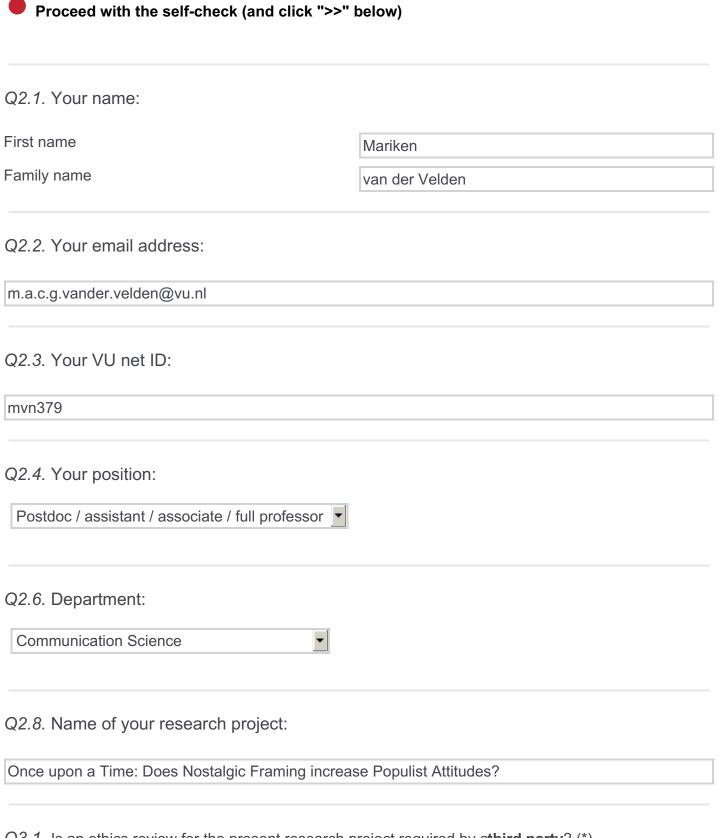
If your research is "standard" and conforms to these guidelines, you will receive a confirmation message and further review by the RERC is not required.

## In "standard" research:

- No harm is envisaged for the participants or the population from which participants have been drawn
- Participants receive complete and accurate information about the goals of the research before they participate
- Participants give active consent for participation in the research
- Participants are not deceived without being thoroughly debriefed
- Participants are healthy adults who are not in a vulnerable position
- Personal and sensitive data are kept confidential and are stored in a secure environment.

If your research deviates from these standards, further ethics review may be required. Proceed to the self-check to determine whether this is the case. If you already know your research is non-standard, you may proceed to the full ethics review form below.

If your research is of a medical nature, poses a medical risk, or includes invasive procedures, ethics review is **always** required. In this case, your research should be evaluated by the <u>medical-ethical review committee (METC)</u>.



Q3.1. Is an ethics review for the present research project required by athird party? (\*)

A third party may be a funder (e.g., NWO, ERC), a journal, or another party outside VU Amsterdam.



(\*) This question helps us to determine whether you will need a written statement by the Research Ethics Review Committee, or whether an automated e-mail suffices.

Q4.1. Will you analyze **data on individuals** in the course of your research project? Data include interview and survey responses, observations, registrations, social media content, and visual images.

Data include interview and survey responses, observations, registrations, social media content, and visual images.





## Q4.4.

Will you, or a partner in your research project, collect this data from the individuals themselves, e.g. through interviews, (online) questionnaires, experiments or observations? Or will you make use of existing data, e.g. scraped social media data, data from previous studies or census data?

Note: you can select both options

I will collect data from individuals themselves

■ I will make use of existing data

Q4.5. Is the data you use in the public or in the private domain?

<u>Public domain</u> data includes a.o.: observations made during a public event, observations of public figures, or data extracted from public online sources (including publicly accessible social media data).

<u>Private domain</u> data includes a.o.: observations made using (online) questionnaires, experiments, and interviews, as well as data extracted from private digital sources.

O Public domain

Private domain

<sup>\*\*</sup> If yes: please ensure that you respect the duty of care towards your respondents, as laid out in the <u>GDPR</u>. Particular attention to this should be given in your Data Management Plan.

Q4.6. Do the data you use contain sensitive information? <u>Sensitive</u> data contains information such as race, religion, sexual orientation, criminal record and political preference.
O No
Yes (**)
(**) Note that personal and sensitive data should be protected and not be distributed to others. Data should be stored at a secure location (i.e., your home-drive at the VU or your Research Drive; and not a portable hard drive or USB stick). Access should be limited by use of encryption software (i.e. Bitlocker, 7-Zip). Also, particular attention should be given to the design of your research Data Management Plan.
Q4.7.  Will the research project involve combining personal data from multiple sources? E.g. merging data from two separate surveys, merging data from a survey with administrative data etc.  No  Yes (**)
(**) Your use of the data may present privacy concerns. If needed, consult the <u>libquides on privacy</u> or your <u>privacy champion</u> , and make sure to adress any issues in your Data Management Plan.
Q5.1. For the data you will collect from individuals themselves, will you ask those individuals for <b>informed consent</b> ?
Note that in the case of minors (participants below the age of 16), informed consent should be obtained from a parent or legal caregiver, as well as from the minor. In the case of participants between the ages of 16 and 18, consent should be obtained from the participant and the parents/legal caregivers should be informed.
O No (*)  Yes

O Both

Q6.4. Will participants be exposed to material, social, or psychological recruitment

E.g., are payments made that are higher than the minimum wage? Are individuals exposed to strong social or psychological pressure to participate?
No
O Yes (*)
(*) Further ethics review will be required.
Q6.5. Will participants be exposed to <b>research stimuli</b> (e.g., pictures, video, text) that may be distressing, offensive, or age-inappropriate?
For minors, age guidelines for media content (e.g., de Kijkwijzer) apply. For participants over 18, research stimuli may be considered distressing or offensive if they are stronger than what participants would normally be exposed to in daily life.
<ul><li>No</li></ul>
O Yes (*)
(*) Further ethics review will be required.
Q6.6. Does the research you plan to conduct pose potential risks to the <b>researchers</b> ?  Risks may include physical and psychological harm or discomfort.
No ( Yes (*)
(*) Further ethics review will be required. If you are not sure whether your research poses potential risks to the researchers, please contact rerc.fsw@vu.nl by email for advice
Q7.1. Will you <b>deceive</b> participants in the research?  Deception means that you deliberately give participants information that is false.
<ul><li>No</li><li>Yes, but they will be thoroughly debriefed afterwards</li></ul>

incentives that are stronger than usual?

Yes, and they will not be debriefed (\*)

(*) Further ethics review will be required	
Q8.1. Do you guarantee <b>anonymity or confidentiality</b> to your participar Anonymity means that the identity of participants will remain unknown, a Confidentiality means that you know the identity of participants, but it will others.	lso to you.
O No (*)	
Yes, participants will be anonymous	
Yes, participant data will be kept confidential (**)	
(*) Further ethics review will be required	
(**) Note that in this case particular attention should be given to the design of your research data management plan.	
Q9.1. Will you conduct your research, or collect data, outside of the Neth	nerlands ?
● No	
O Yes (+)	
(+) Note that in this case you should make sure that you are aware of, and comply to, local guideline	es for research ethics.
Result of the research ethics self-check: Your research project does not require further evaluation by the Rese Committee. Below you find a summary of reasons why no further evalua the next page you will find a summary of the next steps you should take.	tion is required, on
Reason(s):	

You have indicated that you will not work with participants who are vulnerable.
<ul> <li>You have indicated that your participants are not exposed to material, social or psychological recruitment incentives that are stronger than usual</li> </ul>
<ul> <li>You indicated that your participants will not be exposed to research material that is distressing, offensive, or age-inappropriate.</li> </ul>
You have indicated that your research poses no risks to the researchers.
You have indicated that you will not deceive research participants.
You have indicated that respondents in your research will be fully anonymous.
Next steps:
Check your results  If you think these results are mistaken, please go back in the form and change your entries accordingly.
Prepare a Data Management Plan Researchers at the Faculty of Social Sciences are expected to draw up a Data Management Plan (DMP). The best place to do this is using the online tool <a href="mailto:dmponline.vu.nl">dmponline.vu.nl</a> . For more

information on how to draft your DMP, please visit the Faculty's page on VUNet about data

You have indicated that your research poses no risks to participants.

management or contact the Faculty's Data Steward, Koen Leuveld.

In your DMP you should pay special attention to:

You are using personal data, so you should ensure your research complies with <u>GDPR</u>.

 You are using sensitive data, so you should consider using additional means of securing your data, such as encryption.

## Store your results

On the next page, we ask you to confirm your results, after which they will be stored in our repository. You will also get a receipt, displaying all answers you provided, for future reference.

Please also make sure to store your self-check number: **2022-6-5-907**, and use it to communicate with the RERC in the future.

You have completed the ethics review self-check.

I have completed this form truthfully.

Your Self-check Number is: 2022-6-5-907. Please save this number for when you communicate with the Research Ethics Review Committee.

Click below to receive a confirmation message on the following screen, displaying your responses. Click on the pdf icon in the top right corner to save your confirmation for future reference.

