Microsoft Corp. - Research Participation Agreement

INTRODUCTION

Thank you for taking the time to consider volunteering in a Microsoft Corporation research project.  This form explains what would happen if you join this market research project. Please read it carefully and take as much time as you need. You can ask questions about the study at any time.

Title of research project: **Datamations Excel Add-In**

Project Lead: Jake Hofman

PURPOSE

The purpose of this project is to acquire user feedback for the Datamations Excel Addin. The Datamations Excel Add-in explains pivot tables through animated charts showing the data analysis steps to make them more comprehensible.

PROCEDURES

During this project, the following will happen:

* A 1-hour (approx.) overview of the feature, observation of you interacting with the feature and user surveys
* Microsoft may document and collect information about your participation via meeting notes. Third parties will not be involved with processing the collected information.

Approximately 6 participants will be involved in this study.

PERSONAL INFORMATION AND CONFIDENTIALITY

* Microsoft is ultimately responsible for determining the purposes and uses of your personal information. This project is not intended to collect personal information. De-identified data may be used for future research or given to another investigator for future use without additional consent.  Each participant's feedback will be referenced only by work discipline and organization.
* **How we use study information.** The data and information collected during this project will be used primarily to perform research for purposes described in the introduction above. Such information and data, or the results of the research may eventually be used to develop and improve our commercial products, services or technologies.
* **How we store and share study information.** Study information will stored for a period of up to 2 years.

For information about Microsoft's privacy practices, please see the [Microsoft Privacy Statement](https://privacy.microsoft.com/en-us/privacystatement) (<https://privacy.microsoft.com/en-us/privacystatement>).



MICROSOFT AND CONFIDENTIALITY

The research project and information you learn by participating in the project is confidential to Microsoft.  Sharing this confidential information with people other than those we’ve identified above could negatively affect the integrity of the research study and could even make it more difficult for Microsoft to develop new products based on the information obtained in this study. It is therefore important that you do not talk about the project outside of the study team (unless you are legally required to do so by a court or other government order).  This does not apply if the information is general public knowledge or if you have a legal right to share the information.

PAYMENT FOR PARTICIPATION

Your feedback may be used to make new products, tests or findings.  These may have value and may be developed and owned by Microsoft and/or others.  If this happens, there are no plans to pay you.

CONTACT INFORMATION

Should you have any questions concerning this project, or if you are injured as a result of being in this study, please contact; Jake Hofman at jmh@microsoft.com.

CONSENT

By signing this form, you confirm that the study was explained to you, you had a chance to ask questions before beginning the study, and all your questions were answered satisfactorily. At any time, you may ask other questions. By signing this form, you voluntarily consent to participate, and you do not give up any legal rights you have as a study participant.

Please confirm your consent by signing the bottom of this form. You will be given a copy of this consent form for your records. On behalf of Microsoft, we thank you for your contribution and look forward to your research session.

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| Optional:  Initial here if we may contact you in the future to request consent for uses of your identifiable data that are not covered in this consent form. | | Initial here |
| Optional: Initial here if we may contact you in the future with information about follow-up or other future studies. | | Initial here |
|  | |  |
| Participant’s Signature and Printed Name | | Date |
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