My Documents

Submission

Submission Ref	18619
Status	Under Review - With Document Coordinator
Submission Coordinator	Neil Eliot neil.eliot@northumbria.ac.uk

Name: peter.t.smith

Email: peter.t.smith@northumbria.ac.uk

Faculty: Engineering and Environment

Department: Computer and Information Sciences

Submitting As: UGT - Undergraduate Taught student

Externally Approved: ☐ **Note: ONLY tick this box if your project has already received full ethical approval from an external organisation**

Module Level Approval: ☐ *Tick this box if staff and this submission refers to an entire module.*

Module Code: kv6003 Help

Module Tutor (or Submission Coordinator): Clifford Brown Find Help Clear

Titl... Senior Lecturer
De... Engineering and Environment
Em... clifford.brown@northumbria.ac.uk

Research Supervisor: Nick Dalton Find Help Clear

Titl... Associate Professor
De... Engineering and Environment
Em... nick.dalton@northumbria.ac.uk

Named Submission Coordinator (PGT/UGT only): neil.eliot@northumbria.ac.uk Find Help Clear

If you are an undergraduate or postgraduate taught student please select a Named Submission Coordinator. If you are not sure who this is please contact

your Module tutor or Supervisor as appropriate.

Ethical Risk Level Medium

Risk Level Conditions:

Your ethical risk is **medium**. Your research should only consist of one or more of the following:
- Non-vulnerable adults
- Non-sensitive personal data referring to a living individual
- Secondary data not in the public domain
- Environmental issues
- Commercially sensitive information

Your project proposal has some ethical implications and will be reviewed by one independent reviewer appointed by your Faculty Research Ethics Committee. Some factors to be considered include considering obtaining informed consent forms from organisations or people involved, permission to use data from the Data Controller, as well as confidentiality/anonymity issues.

Co-investigators

Add Edit Delete Save Refresh

NAME OF CO-INVESTIGATORS

No items to display.

G1: General Aims and Research Design (Mandatory)

Title

Title of your research project

The Analysis of web traffic, to aid the detection of attacks, for website owners

Outline General Aims and Research Objectives

State your research aims/questions (maximum 500 words). This should provide the theoretical context within which the work is placed, and should include an evidence-based background, justification for the research, clearly stated hypotheses (if appropriate) and creative enquiry.

The aim of this project is to produce a small desktop application capable of analysing large sets of website log data for website owners in a convenient way. The research undertaken will look at whether websites log data can be used to detect attacks and present this to a user.

G2: Research Activities (Mandatory)

Please give a detailed description of your research activities

Please provide a description of the study design, methodology (e.g. quantitative, qualitative, practice based), the sampling strategy, methods of data collection (e.g. survey, interview, experiment, observation, participatory), and analysis. Do sensitive topics such as trauma, bereavement, drug use, child abuse, pornography, extremism or radicalisation inform the research? If so have these been fully addressed?

Participants will be sat down in front of a monitor and asked to use the software. Quantitative data will be asked for, to see how easily the subjects find the software to use. This will be in the form of a short questionnaire.

M1: People and/or Personal Data

☑ Tick if your work involves people and/or personal data?

Sample Groups

Provide details of the sample groups that will be involved in the study and include details of their location (whether recruited in the UK or from abroad) and any organisational affiliation. For most research studies, this will cover: the number of sample groups; the size of each sample group; the criteria that will be used to select the sample group(s) (e.g. gender, age, sexuality, health conditions). If the sample will include NHS staff or patients please state this clearly. If this is a pilot study and the composition of the sample has not yet been confirmed, please provide as many details as possible.

There will be two separate sample groups, the first will be visitors to websites and the data that is collected from them via log files. This sample group is hard to define as it depends on the traffic to the sample website. The second sample group will be the users that test the software, this sample group will be a maximum of 21 in size.

Nature of data pertaining to Living Individuals

If you will be including personal data of living individuals, including still or moving images, please specify the nature of this data, and (if appropriate) include details of the relevant individuals who have provided permission to utilise this data, upload evidence of these permissions in the supporting documentation section.

Details of any Special Category Data - If you will be collecting data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or data concerning a natural person's sex life or sexual orientation, please specify which categories you will be using.

For the log file group the data collected will be their IP address and what they are searching for on the sample website, and for the testing group no personal data will need to be collected.

Legal Basis for Processing:

Please record the legal basis for processing personal data below. Under the General Data Protection Regulation and the UK Data Protection Act 2018 any organisation processing personal data of EU citizens for any purpose (including research) must have an appropriate legal basis for this and communicate it to all participants. For research, in most cases the appropriate legal basis will be "Article 6(1) e: processing is necessary for the performance of a task carried out in the public interest". If you are collecting special categories of personal data (see above) then you will need an additional legal basis. For research, in most cases the appropriate additional legal basis will be "Article 9(2) j: processing is necessary for scientific and historical research purposes". Further detailed guidance on this is available in the latest edition of the Research Ethics and Governance Handbook

In the instance of the log files, the legal basis is to monitor trends and patterns in traffic

Recruitment

Describe the step by step process of how you will contact and recruit your research sample and name any organisations or groups that will be approached. Your recruitment strategy must be appropriate to the research study and the sensitivity of the subject area. You must have received written permission from any organisations or groups before you begin recruiting participants. Copies of draft requests for organisational consent must be included in the 'Supporting Documentary Evidence'. You must also provide copies of any recruitment emails/posters that will be used in your study.

I will recruit participants from my peer group, friends and classmates.

☐ Remuneration

Details of remuneration

Will you make any payment or remuneration to participants or their carers/consultees? If yes: Please provide details/justifications. Note that your Faculty may have specific guidelines on participant payments/payment rates etc and you should consult these where appropriate.

Type a value

Type of Consent

Informed Consent

Type of Consent Details

Please include copies of information sheets and consent forms in the 'G6: File Attachments' section. If the study involves participants who lack capacity to consent, procedures in line with sections 30-33 of the Mental Capacity Act will need to be put in place. If you are using alternative formats to provide information and /or record consent (e.g. images, video or audio recording), provide brief details and outline the justification for this approach and the uses to which it will be put:

I will give all participants and information sheet prior to participation in the testing.

Researcher and Participant Safety Issues

If there any risks the research could cause any discomfort or distress to participants (physical, psychological or emotional) describe the measures that will be put in place to alleviate or minimise them. Please give detailsof the support that will be available for any participants who become distressed during their involvement with the research.

No risks were identified.

Data Gathering Materials Used

Provide a detailed description of what the participants will be asked to do for the research study, including details about the process of data collection (e.g. completing how many interviews / assessments, when, for how long, with whom). Add any relevant documentation to the 'Supporting Documentary Evidence' section of this form.

Screen recording software will be used to see how participants interact with the software. The study should not take longer than fifteen minutes and at the end a short questionnaire should be used to gather feedback.

Potential Ethical Issues

Please describe any potential ethical issues the project may have which are not covered above, and how you have sought to minimise these.

No ethical issues were identified.

M2: DBS Clearances Required

Add Edit Delete Save Refresh

PERSON	TYPE	REFERENCE	DATE OF CHECK

(Add new row)

M3: Secondary Data

☐ Tick if you will be using secondary data NOT in the public domain?

M4: Commercial Data

☑ Tick if your work involves commercially sensitive data?

Commercial Data Source

The commercial data source in this instance is my own website Peter's Web.

Commercial Supplier Terms

All log data is to be deleted at the end of the study.

M5: Environmental Data

☐ Tick if your work involves the collection of environmental data?

G3: Research Data Management Plan (Mandatory)

Anonymising Data (mandatory)

Describe the arrangements for anonymising data and if not appropriate explain why this is and how it is covered in the informed consent obtained.

The IP addresses collected are anonymous by their nature as they belong to companies rather than individual users. Whilst doing the user testing there is no need to collect names of participants, therefore they will just be assigned a number.

Storage Details (mandatory)

Describe the arrangements for the secure transport and storage of data collected and used during the study. You should explain what kind of storage you intend to use, e.g. cloud-based, portable hard drive, USB stick, and the protocols in place to keep the data secure.

If you have identified the requirement to collect 'Special category data', please specify any additional security arrangements you will use to keep this data secure.

The data for this study will be stored on the University U drive, and backed up to a private GitHub repository.

Retention and Disposal (mandatory)

☑ I confirm that I will comply with the University's data retention schedule and

guidance.

Research Data Management link

Data Protection link

Records Retention Schedule link

G4: Research Project Timescale (Mandatory)

Proposed Start Date 04/11/2019

Proposed End Date 26/06/2020

G5: Additional Information

☐ Externally Funded

External Funder

Please give details of your 'other' funder

Agresso Reference

☐ Franchise Programme Organisation

Please give details of your franchise organisation

Type a value

☐ NHS Involvement

Please give details of any NHS involvement

Type a value

☐ Clinical Trial(s)

Please give details of any Clinical Trial(s)

Type a value

☐ Medicinal Products

Please give details of any Medicinal Product(s)

G6: File Attachments

Additional files can be uploaded e.g. consent documentation, participant information sheet, etc.

Please note: It is best practice to combine all documents into one PDF (This avoids the reviewer having to op…

Go To Attachments

G7: Health and Safety (Mandatory)

☑ I confirm that I have read and understood the University's Health and Safety Policy.

☑ I confirm that I have read and understood the University's requirements for the mandatory completion of risk assessments in advance of any activity involving potential physical risk.

Please tick one of the boxes below...

☐ There are PHYSICAL risks associated with the work and I have consulted the following approved risk assessments…

State Risk Assessment references and titles

Specific risk assessments, where required, have been produced, approved and submitted to the Risk Asse…

I will take the necessary action, adhere to any identified control measures, and consult with the central Health and Safety Team where necessary to manage the risks.

☑ I can confirm that there are no physical risks associated with this project and so no risk assessments are required.

G9: Electronic Signature (Mandatory)

☑ I confirm my supervisor has reviewed the contents of this document

I confirm I have assessed the ethical risk level of my work correctly and answered the above sections as fully and accurately as possible.

Full Name: peter.t.smith

Date: 28 October 2019 14:55:52

PDF Version

Create PDF

No items to display.

Review Comments, Conditions and Outcomes

Log of any Ethical Incidents

Log New Incident

INCIDEN...	CREATED DATE TIME	CREATOR NAME	COMPLAINANT DETAILS

No items to display.

Title and Objectives (see G1)

Add Save

Reviewer A: Reviewer B:

e.g. Are the research question and/or study aims clear?

DATE	ROLE	COMMENT

No items to display.

Proposed Methodology and Analysis (see G2)

Add Save

Reviewer A: Reviewer B:

e.g. Is the design appropriate to the research question?
Are the methods of data analysis appropriate to the research question?

DATE	ROLE	COMMENT

No items to display.

Sample and Recruitment (see M1)

Add Save

Reviewer A: Reviewer B:

Reviewer A: Reviewer B:

e.g. Is the sampling approach appropriate to the design?
Is the sample sufficient and achievable?
Is the process of recruitment clearly explained?
Are participants receiving payments for taking part, and if so is the payment appropriate?
If the DBS is ticked, has the appropriate information been included?

DATE	ROLE	COMMENT
No items to display.		

Consent (see M1)

Add Save

Reviewer A: Reviewer B:

e.g. Is the approach to consent seeking clear?
Is consent from parents/ carers/ guardians required?
Are all necessary recruitment and informed consent documentation included (e.g. letters of permission, letters of invitation)
Is the information sheet adequate to ensure informed consent?
Are the consent form(s) appropriate?

DATE	ROLE	COMMENT
No items to display.		

Researcher and Participant Safety (see M1)

Add Save

Reviewer A: Reviewer B:

e.g. Is there any risk of physical harm for the researcher(s) or the participants and if so what attempts have been made to alleviate or minimise them?
Have Risk Assessments been referred to where appropriate?

DATE	ROLE	COMMENT
No items to display.		

Research Activities (see G2-G8, M1-M5, H1-H5)

Add Save

Reviewer A: Reviewer B:

e.g. Are the research tasks described clearly?
Do sensitive topics such as trauma, bereavement, drug use, child abuse, pornography or extremism/ radicalism inform the research? If so have these been fully addressed? (and we can use this to amend the information on risk levels on the form)Is there any risk that the tasks may cause psychological harm and if so what attempts have been made to alleviate or minimise them?

DATE	ROLE	COMMENT
No items to display.		

Data Management Plan (see G3)

Add Save

Reviewer A: Reviewer B:

Reviewer A: Reviewer B:

e.g. Have sufficient steps been taken to ensure participant anonymity/confidentiality of data?
Are the arrangements for data storage and disposal clearly outlined?
Are these arrangements in line with University and/or the funding body requirements?

DATE	ROLE	COMMENT
No items to display.		

File Attachments (see G6)

Add Save

Reviewer A: Reviewer B:

Please note: where file attachments have not been added because they are not required, please select Approve.

COMMENT BY	DATE	ROLE	COMMENT
No items to display.			

General Comments (see Help)

Add Save Help

DATE	ROLE	COMMENT
No items to display.		