

Ethics proposal form for (Level Seven) Master's dissertations

Research Institute of Information and Language Processing (RIILP)

You should read the University Ethics Guidance before filling in this form. This is available from: <https://www.wlv.ac.uk/research/research-policies-procedures--guidelines/ethics-guidance/>

[For your information, the ACL currently adopts the ACM Code of Ethics and Professional Conduct: <https://www.acm.org/code-of-ethics>. This may be helpful when considering the ethical issues raised by your proposal. Another useful document for large-scale projects is:

https://www.turing.ac.uk/sites/default/files/2019-08/understanding_artificial_intelligence_ethics_and_safety.pdf].

Once completed fully, please submit this ethics proposal form to your supervisor for the project you are undertaking. Once the supervisor has approved and signed it, you must append a copy to your project placed as appendix A. Please note that this permission is only concerned with ethical issues and does not indicate anything about the intellectual merit of your project.

Please type details into the form.

1.	Name	
2.	Student number	
3.	Email address (this must be your University email address)	

If this is a group project, please list ALL other students involved. (Full names and student numbers – number the new tables as 1.a., 2.a., 3.a.; 1.b.; 2.b, 3.b.; etc.):

4.	Subject to which the study will contribute:

5.	Name of supervisor(s)	
-----------	------------------------------	--

6.	Module code and title	
-----------	------------------------------	--

7.	Project title:	

8.	I confirm that I have: (Tick to confirm)	
	a. Discussed my research with my supervisor.	<input type="checkbox"/>
	b. Read the Guide to Ethics and consulted the Ethics Guidance Web pages (https://www.wlv.ac.uk/research/research-policies-procedures--guidelines/ethics-guidance/)	<input type="checkbox"/>

9.	Project research category: (Tick to as applicable)		
	Category 0	Research that does not involve human subjects or raise any ethical concerns.	<input type="checkbox"/>
	Category A	Research that involves human subjects but is considered not to cause any physical or psychological harm.	<input type="checkbox"/>
	Category B	Research that: <ul style="list-style-type: none"> • may be considered likely to cause physical or psychological harm. • may be contentious and/or risks bringing the University into disrepute. • requires accessing confidential data. • involves individuals considered to be vulnerable. Undergraduate and Taught Masters students are not normally permitted to undertake Category B research.	<input type="checkbox"/>

10.	The project involves: (Please tick all that apply)	
	Making video	<input type="checkbox"/>
	Making audio recording	<input type="checkbox"/>
	Observation of human subjects	<input type="checkbox"/>
	Opinion surveys	<input type="checkbox"/>

Participant observation	<input type="checkbox"/>
Telephone and/or Email contact with individuals or organisations	<input type="checkbox"/>
Interviews (structured/semi-structured/unstructured) [Delete as appropriate]	<input type="checkbox"/>
Questionnaires (including on-line questionnaires)	<input type="checkbox"/>
Access to confidential information	<input type="checkbox"/>
Contact with minors (anyone under the age of 18)	<input type="checkbox"/>
Contact with other vulnerable people (e.g. victims of crime, the recently bereaved, low IQ)	<input type="checkbox"/>
Eye tracking	<input type="checkbox"/>
Keystroke logging	<input type="checkbox"/>
Creation of a new corpus from online data	<input type="checkbox"/>
Manual annotation of corpora	<input type="checkbox"/>
Research requiring access to user generated content, including product reviews, forum posts, and data from social media	<input type="checkbox"/>
Research about a controversial issue	<input type="checkbox"/>
Research in which project outputs will be used to help provide public services or services to people beyond the University of Wolverhampton	<input type="checkbox"/>
Collection of personal data	<input type="checkbox"/>
Other [Please specify. E.g. Will project research outputs be open access? <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>

11. Brief outline of the project [Expand as necessary. A quarter of a page may be sufficient.]

12.	<p>Methodology</p> <p>The description should also indicate:</p> <ul style="list-style-type: none"> • Your objective in gathering primary data from participants. • How participants will be identified (including sampling method if doing questionnaires). <p><i>[For GDPR compliance, online surveys should be conducted using either JISC Online Surveys (JISC OS) or Microsoft Forms (via MS Teams). The University of Wolverhampton has site licenses for both. All students can access them.]</i></p> <ul style="list-style-type: none"> • The number of research participants. • A sample of questions (if conducting either interviews or surveys). • A sample of materials used to recruit research participants. <p><i>[Expand as necessary.]</i></p>

13.	<p>Ethical Issues</p> <p>Give a brief indication of the ethical issues (e.g anonymity, data protection, items selected in Section 10, etc) raised by your proposal and how you intend to address these issues.</p> <p><i>[Expand as necessary.]</i></p>

14.	<p>Is ethical approval required by an external agency/parents of participants?</p> <p><i>[If yes, please provide further details]</i></p> <div style="border: 1px solid black; height: 20px; width: 600px; margin-top: 5px;"></div>	<input type="checkbox"/>
------------	--	--------------------------

Student Signature	
Date:	

Name of Supervisor 1	
Approval Signature of Supervisor 1	
Date:	
Name of Supervisor 2	
Approval Signature of Supervisor 2	
Date:	