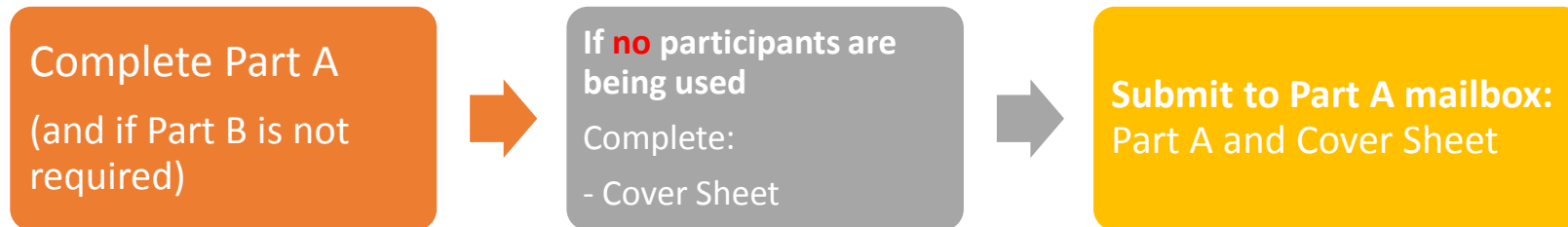
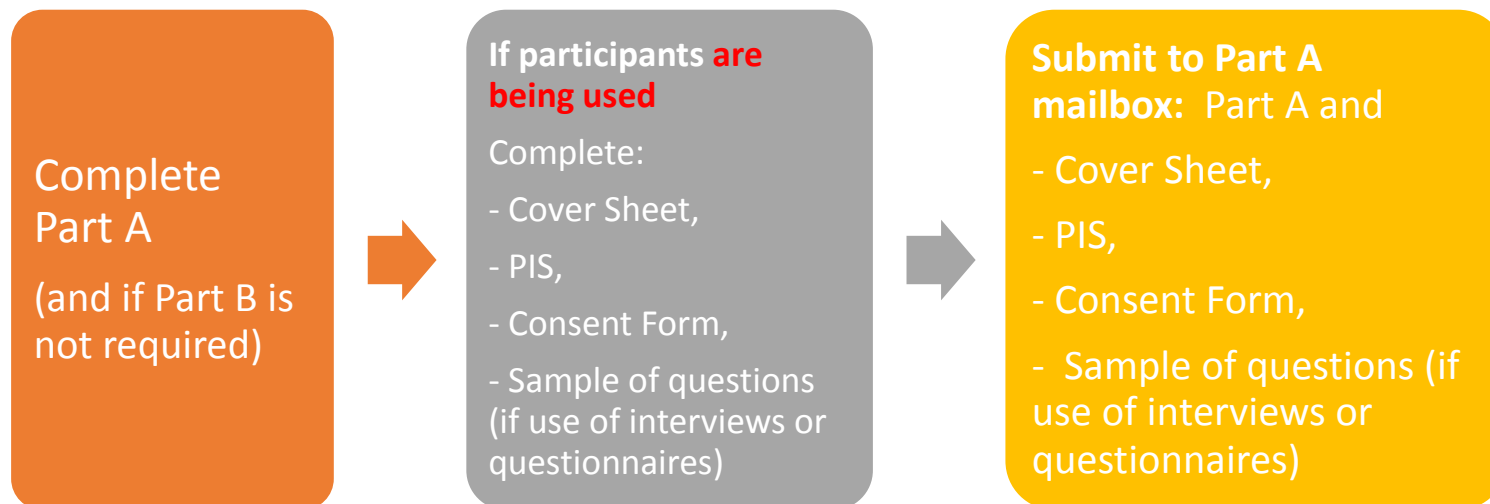


2016/17 UG Projects – Research Ethics Approval Process (Computer Science) - STUDENTS

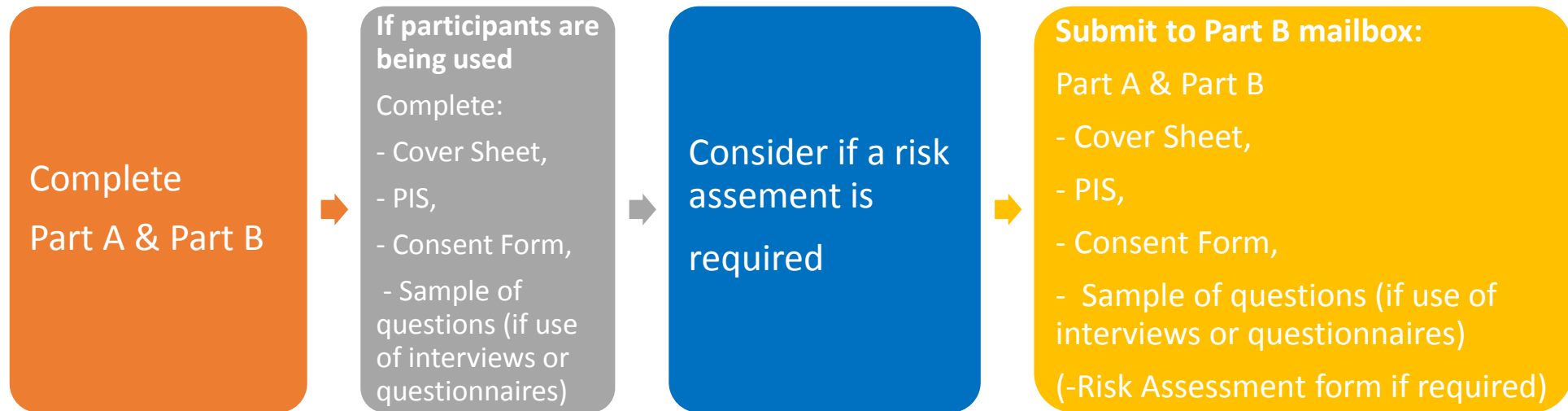
I. All UG project students should complete Part A and, if Part B is not required, then Part A and Cover Sheet should be submitted by the supervisor to the Part A mailbox (even if no participants are being used):



II. If Part B is not required, and participants are used, then Part A and Part B plus the Cover Sheet, PIS, Consent Form and sample of questions (if students plan to use interviews or questionnaires) should all be submitted by the supervisor to the Part A mailbox:



III. If Part B is required, then Part A and Part B plus the Cover Sheet, PIS, Consent Form and sample of questions (if students plan to use interviews or questionnaires) should all be submitted by the supervisor to the Part B mailbox. (If a risk assessment is required, the risk assessment form should also be submitted here).



Notes: See Blackboard for Cover Sheet, Forms and Exemplars.

- **Risk Assessment Form:** It needs to be used if it is intended to collect data in specific circumstances e.g. in a venue outside the University, or even doing street interviewing, or if there is lone interviewing in a participant's home, but not for example if data is being collected from friends.
Please discuss with your supervisor the possibility that a Risk Assessment Form needs to be completed for your project.
- The Cover Sheet asks about **security sensitive situations**. At the moment there is no form for this, but if for example particular sites on the internet are going to be accessed, then that needs to trigger a Part B to be completed, and should go to FREC. The Cover Sheet gives a link to look at but that link is now out of date – The University is looking into this but in the meantime the URL below is the up to date link:
<http://www.universitiesuk.ac.uk/policy-and-analysis/reports/Documents/2012/oversight-of-security-sensitive-research-material.pdf>