Instructions: This form is used to establish whether your research can be determined to be “Human Research” that is exempt from IRB Review according to the federal regulations. To request a determination of exemption, please complete the protocol application and attach this form in Section 1.8 of the Basic Information Page of the online study submission. Also attach recruitment materials, study instruments, and, if a consent process is required, the HRP-254 Summary Explanation for Exempt Research. *The IRB Office will then make the final determination on whether the activity meets an exempt category under Health and Human Services regulations (HHS)45 CFR 46.101 (b).*

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| **Investigator:** | | Rajib Dey | | |
| **Study Title:** | | Sharing Smart Home Devices: From the perspective of AirBnB Host | | |
| **Co-Investigators(s) (if Applicable):** | | Sayma Sultana | | |
| **Faculty Advisor (if Applicable):** | | Dr. Pamela Wisniewski | | |
| **Section 1 – Justification of IRB Exemption**  **In order to be considered exempt, the research study MUST meet the following conditions:** | | | | |
| 1. **The research protocol involves NO more than minimal risk. Minimal risk is the probability and magnitude of physical or psychological harm that is normally encountered in the daily lives, or in the routine medical, dental, or psychological examination of healthy persons. 45CFR46.303 (d).** | | | | |
|  | Yes, this research involves NO more than minimal risk. | | | |
|  | No, this research involves GREATER than minimal risk. **STOP, your submission does not qualify for an exemption determination. Discard this form and complete a Protocol using Form HRP-503 for submission to the IRB.** | | | |
| 1. **This study fits into at least one of the following 6 Exemption categories. Please indicate which of the following categories you think most clearly represents your research.** | | | | |
|  | 1. Research conducted in established or commonly accepted educational settings that specifically involves normal educational practices that are not likely to adversely impact students’ opportunity to learn required educational content or the assessment of educators who provide instruction. This includes most research on regular and special education instructional strategies, and research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods. | | | |
|  | 2. Research that only includes interactions involving educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior (including visual or auditory recording) if at least one of the following criteria is met:  (i) The information obtained is recorded by the investigator in such a manner that the identity of the Human Subjects cannot be readily ascertained, directly or indirectly through identifiers linked to the subjects; OR  (ii) Any disclosure of Human Subjects’ responses outside the research would not reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects’ financial standing, employability, educational advancement, or reputation; OR  (iii) The information obtained is recorded by the investigator in such a manner that the identity of the Human Subjects can be readily ascertained, directly or indirectly through identifiers linked to the subjects, AND there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data.  **Note: If your research includes surveys or interviews with minors, this study will not qualify for an exemption.**  If the research involves children and is conducted, funded, or subject to regulation by DHHS, Dept. of Defense (DOD), Dept. of Education (ED), Environmental Protection Agency (EPA), or Veterans Administration (VA), the procedures are limited to (1) the observation of public behavior when the investigator(s) do not participate in the activities being observed or (2) the use of educational tests and at least one of the following criteria is met:  ☐ (i) The information obtained is recorded by the investigator in such a manner that the identity of the Human Subjects cannot readily be ascertained, directly or indirectly through identifiers linked to the subjects; OR  ☐ (ii) Any disclosure of Human Subjects’ responses outside the research would not reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects’ financial standing, employability, educational achievement, or reputation. | | | |
|  | 3(i). Research involving benign behavioral interventions[[1]](#endnote-1) in conjunction with the collection of information from an adult subject through verbal or written responses (including data entry) or audiovisual recording if the subject prospectively agrees to the intervention and information collection and at least one of the following criteria is met:  (A) The information obtained is recorded by the investigator in such a manner that the identity of the Human Subjects cannot readily be ascertained, directly or indirectly, through identifiers linked to the subjects; OR  (B) Any disclosure of the Human Subjects’ responses outside the research would not reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects’ financial standing, employability, educational advancement, or reputation; OR  (C) The information obtained is recorded by the investigator in such a manner that the identity of the Human Subjects can be readily ascertained, directly or indirectly through identifiers linked to the subjects, AND there are adequate provisions to protect the privacy of subjects and to maintain the confidentiality of data. | | | |
|  | 4. Secondary research for which consent is not required: Secondary research uses of identifiable private information or identifiable biospecimens, if at least one of the following criteria is met:  (i) The identifiable private information or identifiable biospecimens are publicly available; OR  (ii) Information, which may include information about biospecimens, is recorded by the investigator in such a manner that the identity of the human subjects cannot readily be ascertained directly or through identifiers linked to the subjects, the investigator does not contact the subjects, and the investigator will not re-identify subjects; OR  The research involves only information collection and analysis involving the investigator’s use of identifiable health information when that use is regulated under 45 CFR parts 160 and 164 (HIPAA), subparts A and E, for the purposes of “health care operations” or “research” as those terms are defined at 45 CFR 164.501 or for “public health activities and purposes” as described under 45 CFR 164.512(b); OR  The research is conducted by, or on behalf of, a Federal department or agency using government-generated or government-collected information obtained for nonresearch activities, if the research generates identifiable private information that is or will be maintained on information technology that is subject to and in compliance with section 208(b) of the E-Government Act of 2002, 44 U.S.C. 3501 | | | |
|  | 5. Research and demonstration projects which are conducted or supported by a Federal department or agency, or otherwise subject to the approval of department or agency heads (or the approval of heads of bureaus or other subordinate agencies that have been delegated authority to conduct the research and demonstration projects), and that are designed to study, evaluate, improve, or otherwise examine: public benefit or service programs, including procedures for obtaining benefits or services under those programs, possible changes in or alternatives to those programs or procedures, or possible changes in methods or levels of payment for benefits or services under those programs[[2]](#endnote-2)  (i) Each Federal department or agency conducting or supporting the research and demonstration projects must establish, on a publicly accessible Federal website or in such other manner as the department or agency head may determine, a list of the research and demonstration projects that the Federal department or agency conducts or supports under this provision. The research or demonstration project must be published on this list prior to commencing the research involving human subjects. | | | |
|  | 6.[[3]](#endnote-3) Taste and food quality evaluation and consumer acceptance studies, (i) if wholesome foods without additives are consumed or (ii) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the Dept. of Agriculture. | | | |
| **Section 2 – Study Details**  **Complete each section** | | | | |
| 1. **Protocol Synopsis/Summary:** | | | Participants will be recruited via Google Form and asked to participate in an online survey Before starting the survey, participants will be presented with an explanation of research in their web browser. After reading the explanation of research if they opt to continue, participants will be presented with the survey. All collected data will be de-identified so that the participants cannot be identified with it in anyway. Depending on their responses to the survey, some participants will have an option to voluntarily provide an email address for a follow up interview. The email addresses will be removed from the survey data and stored securely in a different file along with a unique survey response identifier.  As a part of the recruitment process participants will be asked to fill out a screening survey. Once participants follow the survey link, they will be directed to short consent information of the study. Then they will be asked to select their country of residence and whether they are more or less than 18 years old. If any participant does not live in US and less than 18 years old, the survey will finish with a note that only people who are at least 18 years old and live in US can participate. Participants who pass this phase will be asked to select what type of devices they have in their home from a list of devices. If any participant has less than two smart home devices from the list will see a note that they are not eligible for participating in the study. All the unqualified participants will also be made aware that the information they provided will be discarded and will not be used in the study. Otherwise, participants will be asked to provide their email address and informed that the researcher would contact them for the phone interview upon receiving the survey response. Participants might chose not to take part in the interview by not providing their contact information. Before the phone interview, the researchers will send the consent form to participants' email and ask if s/he is willing to provide consent. If the participant responds with an email stating 'I consent', the  Interviewer will call the participant at the scheduled time for the follow-up interview. | |
| 1. **Objective/Background:** | | | Research focusing on human perceptions related to smart home device use in AirBnB is scarce. To address this gap in knowledge and to identify possible design improvements for the existing state of smart home device usage in AirBnB like setting, we set out to understand the users’ needs and perceptions surrounding this topic. Most of the research related to smart home device focuses on the privacy and security aspects of the technology. For example: Researchers from Umass Amherst [1] proposed Preserving IoT  Privacy in Sharing Economy (or AirBnB) using Blockchain technology. According to our knowledge no other published research work exists in the intersection between AirBnB and Smart home device use. We intend to take a Human-Computer-Interaction (HCI) approach to this by asking the hosts of the AirBnB listing about how they use smart home devices on their property and what other requirements they have from those devices. The findings from this research will contribute to expanding the knowledge in the field of smart home device use in a conflicting user scenario (AirBnB) and will guide future application developers and device manufacturers who are interested in producing smart home devices for AirBnB and similar settings.  1. M. N. Islam and S. Kundu. Poster abstract: Preserving iot privacy in sharing economy via smart contract. In 2018 IEEE/ACM Third International  Conference on Internet-of-Things Design and Implementation (IoTDI), pages 296–297, April 2018. | |
| 1. **Study Design:** | | | 1. Survey:  Participants will be recruited via Google forms and asked to participate in an online survey. The participants will first answer some screening questions on how many devices they have, which devices they have, their country of residence and age. If participant’s answers do not meet our inclusion criteria, they will not be qualified for participating in our study. They will also be made aware that the information they provided will be discarded and will not be used in the study. If participant meet the inclusion criteria, they will be presented with an explanation of research in their web browser before starting the main survey. After reading the explanation of research if they opt to continue, participants will be presented with the survey. All collected data will be de-identified so that the participants cannot be identified with it in anyway. Participants who use 2 or more smart home devices at their AirBnB property will have an option to voluntarily provide an email address for a follow up interview. The email addresses will be removed from the survey data and stored securely in a different file along with a unique survey response identifier. The survey will take less than 5 minutes to complete (median time). Users can close the web browser tab upon completion of the survey.  2. Interview: We will conduct an interview study. Each participant will be requested to schedule a phone call for the interview through email. The interviewer will then send an email consent form to the participant and ask if s/he is willing to provide consent. If the participant responds with an email stating 'I consent', then the interviewer will call the participant at the scheduled time. The interviewer will then remind the participant that their conversation is being recorded as stated in the consent form and conduct a semi-structured interview. The interviewer will ask about demographics information at the end. The interviewer will then thank the participant and email a $10 Amazon gift card. The interview would take no longer than 20 minutes. | |
| 1. **Study Instruments:** (List **all** materials the participant will view or hear. This list must match the document names attached in the Local Site Documents in the Huron IRB system)**:** | | | The audio recording for the interview will be done over the phone/skype/google voice etc. The electronic questionnaire will be run through Google Forms and the responses will be stored in their secure  Server. The survey response will also be used for the screening portion of potential participants for the interview study. | |
| 1. **Maximum number of participants:** | | | 50 | |
| 1. **Study Population:**   (check 🗹 all that apply) | | | UCF Students, Faculty or Staff  Children or Young Adults Under the age of 18  Adults over 65  Pregnant Women  Prisoners  Adults to Unable to Consent  Other (specify): AirBnB hosts | |
| 1. **Recruitment Methods:**   (Unless the content is exactly the same for all versions, upload a copy of each type selected) | | | Flyer  Email  SONA  Social Media Post  Other (specify): Contact Host button from AirBnB Listing  The content is the same for all methods  **Describe the recruitment process**: | |
| 1. **Languages Included:** | | | English  Other (specify):  Note, the IRB will request translated versions of the study materials after the English versions are approved. | |
| 1. **Research Locations:**   (check 🗹 all that apply) | | | UCF Owned or Operated Locations(s) (specify all applicable locations): Harris Corporation Engineering Center Barbara Ying Center - CMMS  Online  Amazon M-Turk  Qualtrics  Other (specify): Google Forms  International (specify all applicable locations):  Multi-site (specify all No-UCF locations):  Other (specify): | |
| 1. **Involves Deception:**   Note: If the research involves deceiving the subjects regarding the nature or purposes of the research, this exemption is not applicable unless the subject authorizes the deception through a prospective agreement to participate in research in circumstances in which the subject is informed that he or she will be unaware of or misled regarding the nature or purposes of the research. | | | No  Yes  HRP-254 – Explanation of Research states use of deception.  ☐ HRP-509 – Debriefing Statement uploaded in Consent Document   Section.  If Yes, describe the nature of the deception: | |
| 1. **Illegal activity/sensitive information (Drug use, underage alcohol use, rape, suicidal thoughts, etc.):** | | | No  Yes  If Yes, describe the nature of the sensitive information: | |
| 1. **Compensation:** | | | No  Yes  If Yes, specify the form of compensation (check all that apply):  Course Credit (students) **(if offering course credit, “Alternate Assignment” below must also be selected)**  Alternate Assignment (students)  Monetary (cash/check/gift card)  Other (specify):  Lottery (Note: In general, due to Florida's strict state laws regarding lotteries and the appearance of coercion in research studies, the IRB does not allow lotteries unless the study is investigating the lottery process or psychological effects of lotteries as the purpose of the study. | |
| 1. **Type of Interaction(s)to Take Place for Research Purposes:**   (check 🗹 all that apply) | | | Online survey  In-person/Face-to-Face  Voice Call  Voice/Video Call (i.e. Skype)  Voice Recordings (complete identifiable data retention section)  Video Recordings (complete identifiable data retention section)  Observation (describe the nature of the observation):  Other (specify): | |
| 1. **Identifiable Data Collection:**   (check 🗹 all that apply and upload the study data collection sheet) | | | None  Name  Contact Information (email, phone number, address, etc.)  NID  Video Recording-- Face or other identifying personal attribute  Protected Health Information (PHI) (includes any of the 18 HIPAA identifiers associated with medical records, biological specimens, biometrics, data sets)  Biospecimens (describe):  Other (specify): | |
| 1. **Data Retention:**   (check 🗹 all that apply for both the identifiable and de-identified sections, as applicable) | | | 1. **If You are Collecting Identifiable Data:**   Identifiers deleted after transcription  Identifiers deleted after data analysis  Identifiers deleted at a specific timepoint (specify):   1. **De-Identified Data:**   De-identified data stored for a minimum of 5 years (per UCF policy)  De-identified data stored for a certain amount of time or specific timepoint (specify): | |
| **Section 3 – Ethical Considerations**  **Complete each section** | | | | |
| 1. **Describe how subject selection is equitable** (describe inclusion/exclusion criteria): | | | Only AirBnB hosts will be contacted for initial survey. Based on their response (if they want to be interviewed or not, how many devices they use on their property) interviewees will be selected. The whole process is up to the AirBnB hosts, the researchers do not control it. | |
| 1. **This study involves the collection of identifiable data:** | | | No  Yes  If Yes, describe the provisions in place to protect the confidentiality of the data:   The interview and survey response will labeled with random participants id. The generated id will not have any relation to the real identity of the participants. We will have a separate linkage file that contains the participant’s id and their email and name. This file will be stored in a password protected location. Participant identifying information that is stored in the linkage file (email and name) will be removed once interview is conducted and compensation is sent for that particular participant. The interview recording will be deleted once the transcription is complete. All the other unidentifiable data will be destroyed after 5 years. All the recorded data will be password protected and only available to study investigators. | |
| 1. **There are interactions with participants** (including surveys): | | | No  Yes  **If Yes, question number 4 is required.** | |
| 1. **Informed Consent Process** (required for all studies involving subject interaction) | | | **Describe the informed consent process. This description should include information about how you are using the HRP-254 – Summary of Research Explanation and any other documents used to facilitate the consent process.**  We will conduct an interview study. Each participant will be requested to schedule a phone call for the interview through email. The interviewer will then send an email consent form to the participant and ask if s/he is willing to provide consent. If the participant responds with an email stating 'I consent', the interviewer will call the participant at the scheduled time. The interviewer will then remind the participant that their conversation is being recorded as stated in the consent form and conduct a semi-structured interview. The interviewer will ask demographics at the end. The interviewer will then thank the participant and email a $10 Amazon gift card. The interview would take no longer than 20 minutes.  *Note: The Consent Process Must:*  Disclose that the activities involve research;  Disclose the procedures to be performed;  Disclose that participation is voluntary;  Disclose the name and contact information for the investigator.  Disclose what identifiable data will be collected and the confidentiality provisions in place to protect that data. | |
| 1. **Subject Privacy** | | | **Describe the provisions to maintain privacy interests:**  The only identifying information that will be collected is the name and email address when participant participate in the research survey in Google Forms, ONLY if the participant is interested for the follow-up interview. Identifying information will be then used for scheduling and conducting an interview and linking the survey responses with the interview participant. Audio recordings and the transcriptions will be stored separately with a participant id. The interview responses will be stored with same participant id as their random id of survey responses. The linkage file that contains the participant’s id in the survey and their emails will be stored separately in a different password protected location. Participants identifying information that is stored in the linkage file will be removed when interview is completed and compensation is sent for that particular participant. The interview recording will be deleted once the transcription is complete. | |
| **Section 4 – Certification and Investigator Sign-Off** | | | | |
| Please be aware that the different activities listed under the categories for exemption do not automatically deem these activities as exempt from IRB review. Exempt determination does not designate that research is automatically excused from IRB submission or review, but rather are exempt only from certain federal regulations. The activities presented here only indicate that a significant portion of these types of research activities could be eligible for exemption procedures. In addition, this eligibilityalso depends on whether or not the specific circumstances surrounding the proposed research activities involves no more than minimal risk to the participants. **Decisions regarding eligibility for exemption will be made on a case-by-case basis by the IRB Office*.* The IRB Office may request additional documentation, including the full protocol (HRP-503 – Protocol Template), in order to make the appropriate determination.**  **By entering your initials below you certify that the information you have provided is complete and accurate. In addition, you acknowledge that any intended/proposed modifications to this research must first be submitted to the IRB as certain modifications may increase risk to participants or change the review category.** | | | | |
| **Investigator Initials** | | | | **Date** |
| RD | | | | **10-21-2019** |

1. For the purpose of this provision, benign behavioral interventions are brief in duration, harmless, painless, not physically invasive, not likely to have a significant adverse lasting impact on the subjects, and the investigator has no reason to think the subjects will find the interventions offensive or embarrassing. Provided all such criteria are met, examples of such benign behavioral interventions would include having the subjects play an online game, having them solve puzzles under various noise conditions, or having them decide how to allocate a nominal amount of received cash between themselves and someone else. [↑](#endnote-ref-1)
2. Such projects include, but are not limited to, internal studies by Federal employees, and studies under contracts or consulting arrangements, cooperative agreements, or grants. Exempt projects also include waivers of otherwise mandatory requirements using authorities such as sections 1115 and 1115A of the Social Security Act, as amended. [↑](#endnote-ref-2)
3. Note that for FDA-regulated research exemption (6) is an exemption from IRB review in 21 CFR §56, but unlike DHHS regulations is not an exemption from FDA requirements for consent in 21 CFR §50. If an organization’s policy is to grant exemptions to FDA-regulated research in category (6), then additional criteria for such exemptions would be that consent will be obtained in accordance with 21 CFR §50.20 and §50.25, and the consent will be either be documented in writing in accordance with 21 CFR§50.27 or waived in accordance with 21 CFR §56.109(c)(1). [↑](#endnote-ref-3)