Participant Information Sheet (V1, 2.2.23)

Study Title: Beyond organisational boundaries: open-source digital infrastructure in the delivery of products and services.

Researcher: Dr Rebecca Taylor
ERGO number: ERGO id#79687

You are being invited to take part in the above research study. To help you decide if you would like to take part, it is important that you understand why the research is being undertaken and what it will involve. Please read the information below carefully and ask questions if anything is unclear or you would like more information before you decide to take part. You may like to discuss it with others, but it is up to you to decide whether to take part. If you are happy to participate you will be asked to read a consent form and to email the research team with your consent.

What is the research about?
This study investigates how and why organisations engage with open-source software and how it is integrated into the products and services they deliver to customers and users. Research with commercial and public sector organisations (UK & non-UK based) will explore processes, motivations and challenges for software developers and managers in using and contributing to open source [OS] through platforms such as GitHub.

Who is conducting this research?
This study is undertaken by a research team at the University of Southampton: Rebecca Taylor (Sociology), Mark Weal (Web Science) and Anthony Quin (Sociology). It is funded by UK Research and Innovation (UKRI) through the Digital Futures at Work Research Centre at the University of Sussex.

Why have I been asked to participate?
You have been asked to participate because you work for an organisation that we selected as a case study for our research since it delivers products or services which involve Open-source software and digital infrastructure. We would like to talk to you, as a developer or manager, about your experiences and perspectives of using and contributing to Open source through platforms such as GitHub.

What will happen to me if I take part?
If you agree to participate in this study, you will need to complete the consent form (provided by email). We will conduct a one-to-one online interview with you on a platform of your choice (e.g., Teams/ Zoom/ Jitsi). The interview will last around 40-45 minutes and will be arranged at a time to suit you. We will ask you to tell us about your role and your day-to-day work, the services or products you develop, your perspectives on open-source software and digital infrastructure, the challenges and wider issues for your organisation with using and developing open source.

Are there any benefits in my taking part?
There will be no direct benefits to taking part in this study. However, your views and experiences, and those of your colleagues and others like you in different organisations, will make a substantial contribution to how we understand the way in which open source is used by public and commercial organisations. Your views will provide valuable insights into sustaining open-source digital infrastructure in the future.

Are there any risks involved?
There are no foreseeable risks from participating in this study.

What data will be collected?
We will collect personal data such as your name and email address in order to organise the interview. This contact information will be deleted at the end of the study (July 2023). The main data for our research will be the interviews which will be recorded and transcribed and anonymised and then analysed thematically. We will delete the recording at the end of the study and anonymised transcripts will be archived in a secure data repository.

Will my participation be confidential?
Your participation and the information we collect about you during the research will be kept strictly confidential. Interview transcripts will be anonymised; participants will be given a unique identifier; names of organisations, people and other identifiable characteristics will be replaced with pseudonyms or removed. We, the research team, will not share what you say with other organisations or participants. We ask that participants do not share details to help maintain the confidentiality of the study.

Responsible members of the University of Southampton may be given access to your data for monitoring/auditing purposes to ensure the research is complying with regulations. Your data will be stored securely on a University of Southampton SharePoint in password protected files accessible only to the research team.

Do I have to take part?
No, it is entirely up to you to decide whether you take part. If you decide that you do want to, you will be contacted by a member of the research team to arrange a research interview at your convenience. You can withdraw at any point up until July 2023 by contacting the research team via the email address provided below.

What happens if I change my mind?
You have the right to change your mind and withdraw at any time without giving a reason. If you would like to withdraw, please email opensourcelabour@soton.ac.uk before July 2023. After this point, it might not be possible to redact your pseudonymised data from analyses/ reports that have already been finalised.

What will happen to the results of the research?
We will analyse the data with the intention of publishing academic journal articles, conference papers, and a report to our funding body Digit. Research findings will be made available in reports and publications, and you may be quoted directly, but organisations and participants will be anonymised, and you will not be directly identifiable (i.e., your name will not be used). Reports will be made available via the project website.

Following the University Research Data Management Policy, UKRI guidance and the requirements of our funder DIGIT, the anonymised data collected during the study will be archived in a repository. We will deposit the data (anonymised transcripts) in the PURE repository at Southampton AND with the UK data service where they will be available to other academic researchers. Anonymised transcripts archived in PURE for 10 years after which they will be erased.

Where can I get more information?
If you have any questions or you would like further information about this study then please email opensourcelabour@soton.ac.uk and a member of the research team will respond as soon as possible. Alternatively, you may wish to visit the website of this research study via the following link https://workfutures.southampton.ac.uk/beyond-organisational-boundaries-research-study/

What happens if there is a problem?
If you have a concern about any aspect of this study, please email Dr Rebecca Taylor [r.taylor@soton.ac.uk] the project lead. If you remain unhappy or have a complaint about any aspect of this study, please contact the University of Southampton Research Integrity and Governance Manager (023 8059 5058, rgoinfo@soton.ac.uk).

Data Protection Privacy Notice

The University of Southampton conducts research to the highest standards of research integrity. As a publicly-funded organisation, the University has to ensure that it is in the public interest when we use personally-identifiable information about people who have agreed to take part in research. This means that when you agree to take part in a research study, we will use information about you in the ways needed, and for the purposes specified, to conduct and complete the research project. Under data protection law, 'Personal data' means any information that relates to and is capable of identifying a living individual. The University's data protection policy governing the use of personal data by the University can be found on its website (https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page).

This Participant Information Sheet tells you what data will be collected for this project and whether this includes any personal data. Please ask the research team if you have any questions or are unclear what data is being collected about you.

Our privacy notice for research participants provides more information on how the University of Southampton collects and uses your personal data when you take part in one of our research projects and can be found at http://www.southampton.ac.uk/assets/sharepoint/intranet/ls/Public/Research%20and%20Integrity%20Privacy%20Notice/Privacy%20Notice%20for%20Research%20Participants.pdf

Any personal data we collect in this study will be used only for the purposes of carrying out our research and will be handled according to the University's policies in line with data protection law. If any personal data is used from which you can be identified directly, it will not be disclosed to anyone else without your consent unless the University of Southampton is required by law to disclose it.

Data protection law requires us to have a valid legal reason ('lawful basis') to process and use your Personal data. The lawful basis for processing personal information in this research study is for the performance of a task carried out in the public interest. Personal data collected for research will not be used for any other purpose.

For the purposes of data protection law, the University of Southampton is the 'Data Controller' for this study, which means that we are responsible for looking after your information and using it properly. The University of Southampton will keep identifiable information about you for 10 years after the study has finished. After this, any link between you and your information will be removed.

To safeguard your rights, we will use the minimum personal data necessary to achieve our research study objectives. Your data protection rights – such as to access, change, or transfer such information - may be limited, however, in order for the research output to be reliable and accurate. The University will not do anything with your personal data that you would not reasonably expect.

If you have any questions about how your personal data is used, or wish to exercise any of your rights, please consult the University's data protection webpage (https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page) where you can make a request using our online form. If you need further assistance, please contact the University's Data Protection Officer (data.protection@soton.ac.uk).

Thank you *for taking the time to read the information sheet and considering taking part in the research.*