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Coding in public: recognising vulnerability as a barrier to reproducibility

**Participant Information Sheet (PIS)**

You are being invited to take part in a research study identifying barriers and potential solutions to reproducibility in research. Before you decide whether to take part, it is important for you to understand why the research is being conducted and what it will involve. Please take time to read the following information carefully before deciding whether to take part, and discuss it with others if you wish. Please ask if there is anything that is not clear or if you would like more information. Thank you for taking the time to read this.

**About the research**

* **Who will conduct the research?**

Dr. J. Kasmire, Nadia Kennar and Louise Capener all from the University of Manchester, Cathie Marsh Institute and UK Data Service

If you want to contact the research team, please email Dr. Kasmire at j.kasmire@manchester.ac.uk

* **What is the purpose of the research?**

We want to identify barriers that social science, data science and computer science researchers face when considering or making their work more reproducible. We expect that researchers do not experience these barriers uniformly, so we also want to identify how the barriers interact with the characteristics of researchers to make reproducibility more challenging for some than for others. Finally, we want to explore potential solutions that researchers may find useful when they confront barriers or challenges to reproducibility.

As you have signed up to attend this workshop, we know that you are interested in reproducibility, in barriers or challenges to reproducibility, and in potential solutions to those barriers or challenges. All participants, like you, will have signed up to attend the workshop. There is a limit on how many participants can attend to ensure that there is space for good discussion and reflection on the topics.

* **Am I suitable to take part?**

Participants should be researchers in social sciences, computer sciences, data sciences or similar fields who are interested in learning about reproducibility, barriers or challenges to reproducibility and the potential solutions to those barriers or challenges. Participants should also be able to participate in an English language workshop setting.

* **Will the outcomes of the research be published?**

The research outcomes will be used primarily for a presentation to IASSIST 2024 but they may also be used to inform later blog posts or journal articles and as the basis for further research projects.

* **Who has reviewed the research project?**

The project has been reviewed by The University of Manchester Research Ethics Committee 1/2/3/5/, Proportionate Research Ethics Committee or the name of the Division/School Ethics Committee.

**What would my involvement be?**

* **What would I be asked to do if I took part?**

As a workshop participant, you will attend a one-day workshop between 9:30 and 16:30 on one of two dates. At the workshop, you view presentations and participate in anonymous, interactive polls about your experiences and opinions on the topics in the presentation (e.g. Have you used this software? Do you work on code collaboratively? Do you prefer to have a written communications plan or an informal/unwritten one?). The interactive presentation software allows participants to submit questions anonymously but there is also time for spoken Q&A after each presentation. There will also be time for reflection and discussion within small groups following each presentation to allow participants to consider what they have learnt, share what they have found useful or surprising, etc.

You will also be asked to complete exercises on a laptop in small groups (e.g. edit a document on a version-controlled repository, make a commit log message to the version-controlled repository, create a DOI for an online resource, etc.).

One of the workshop leaders will be situated within each small group to assist with the reflection and discussion periods and to help with the exercises.

The workshop will not be recorded, but the responses submitted to the anonymous interactive presentation software and the final results of exercises will be collected and may be used as data. Further, the workshop leaders may take notes about questions asked or answered, topics discussed, experiences shared, or anything discussed in the Q&A and reflection/discussion periods.

The entire workshop will run twice between 9:30 and 16:30 on 19 March, 2024 and again on 16 May, 2024. This time includes registration, catered tea and coffee breaks, catered lunch and three instructional sessions.

* **Will I be compensated for taking part?**

The workshop itself, along with the catering provided, is the only compensation offered for participation.

* **What happens if I do not want to take part or if I change my mind?**

It is up to you to decide whether to take part and you are free to leave the workshop. Everyone who registers for the workshop will receive this information sheet as well as a copy of the consent form via email prior to the workshop. When you arrive at the workshop, you will be asked to sign to confirm that you give consent to participate in the workshop and for any comments, questions, poll responses, anecdotes, or discussion points that you shared during the workshop to be collected and anonymised for research purposes. If you decide to take part, you are still free to withdraw at any time without giving a reason and without detriment to yourself. However, it will not be possible to remove any responses or data from the project once it has been collected because it is collected anonymously, and we will not be able to identify your specific contributions. This does not affect your data protection rights. If you decide not to take part, you do not need to do anything further.

**Data Protection and Confidentiality**

* **What information will you collect about me?**

Signing up to the workshop requires that we collect: your name, contact email, organisation/institution, role, sector, discipline, how you heard about the workshop, whether you want to receive the UK Data Service newsletter, whether you have any questions in advance of the workshop. When you arrive at the workshop, we will also collect a record of your consent.

* + Digital copies of the collected registration information will be held in UoM digital folders that are only accessible to the study team.
  + Identifying data (e.g. name and email) will be deleted from the digital copies of the registration information after the event but the other details will be retained for use in UK Data Service reporting on training events.
  + A paper copy of participants’ name and consent will be used at registration and this will be retained for 1 year in a locked cabinet on UoM premises for audit purposes.
  + All other data collected during the workshop for the purposes of research will be collected anonymously, either through the interactive presentation software or through notes taken by the workshop leaders. The research data will be digitised as soon as possible after the event, with paper copies promptly destroyed. Digital copies of the research data will be permanently stored in the UK Data Service github repository (<https://github.com/UKDataServiceOpen>) where **r**esearchers at other institutions and others can access the anonymous research data directly from the repository and use it for further research or to check our analysis and results.
* **Under what legal basis are you collecting this information?**

We are collecting and storing this personal identifiable information in accordance with UK data protection law which protect your rights. These state that we must have a legal basis (specific reason) for collecting your data. For this study, the specific reason is that it is “a public interest task” and “a process necessary for research purposes”.

* **What are my rights in relation to the information you will collect about me?**

You have a number of rights under data protection law regarding your personal information. For example you can request a copy of the information we hold about you.

If you would like to know more about your different rights or the way we use your personal information to ensure we follow the law, please consult our [Privacy Notice for Research](http://documents.manchester.ac.uk/display.aspx?DocID=37095).

* **Will my participation in the study be confidential and my personal identifiable information be protected?**

In accordance with data protection law, The University of Manchester and the UK Data Service are the Data Controllers for this project. This means that we are responsible for making sure your personal information is kept secure, confidential and used only in the way you have been told it will be used. All researchers are trained with this in mind, and your data will be looked after in the following way:

* + All data will be fully anonymised.
  + Anonymised registration data held will be kept in secure UoM sites and devices.
  + Anonymised study data (collected on the day of the workshop) will be kept in secure UoM sites and devices as well as a version-controlled repository for reproducibility purposes.
  + Hard copies of the consent forms will be held for one year in secure, locked storage on UoM premises and then destroyed through secure destruction processes.
  + All anonymous data (registration and study data) will be held indefinitely.
  + Contact details collected during registration will be used only to share resources before and immediately after the workshop and then will be deleted.

When you agree to take part in a research study and with your informed consent, the information about you may be provided to researchers running other studies here or at other organisations. With your consent your anonymised information will be shared in order to support additional research in accordance with The University of Manchester’s Research Privacy Notice**.**

This information will not identify you and will not be combined with other information in a way that could identify you. The information will only be used for the purpose of identifying, studying and solving barriers to reproducibility, and cannot be used to contact you regarding any other matter. It will not be used to make decisions about future services available to you.

**If archiving (example):**

At the end of the project we will deposit a fully anonymised dataset in an open data repository where it will be permanently stored. We will use the UK Data Service GitHub repository. Researchers at other institutions and others can access the anonymised data directly from the repository and use it for further research or to check our analysis and results.

**What if I have a complaint?**

If participants wish to direct their complaint to someone within the research team, they should be directed to:

**Dr. J. Kasmire** [j.kasmire@manchester.ac.uk](mailto:j.kasmire@manchester.ac.uk).

If they wish to direct their complaint to someone not directly involved with the research, they should be directed to:

**Gillian Meadows** [gillian.meadows@manchester.ac.uk](mailto:gillian.meadows@manchester.ac.uk).

**If you wish to make a formal complaint to someone independent of the research team or if you are not satisfied with the response you have gained from the researchers in the first instance, then please contact**

TheResearch Ethics Manager, Research Office, Christie Building, The University of Manchester, Oxford Road, Manchester, M13 9PL, by emailing: [research.complaints@manchester.ac.uk](mailto:research.complaints@manchester.ac.uk)  or by telephoning 0161 306 8089.

If you wish to contact us about your data protection rights, please email [dataprotection@manchester.ac.uk](mailto:dataprotection@manchester.ac.uk) or write to The Information Governance Office, Christie Building, The University of Manchester, Oxford Road, M13 9PL at the University and we will guide you through the process of exercising your rights.

You also have a right to complain to the [Information Commissioner’s Office](https://ico.org.uk/concerns) about complaints relating to your personal identifiable information Tel 0303 123 1113

If using a hard copy version of the PIS with participants, you must ensure the full URL of the ICO’s complaints procedure is listed here or a hard copy is printed and appended with the information sheet.

**Contact Details**

If you have any queries about the study or if you are interested in taking part, then please contact the researcher(s)

JOOLS KASMIRE, J.KASMIRE@MANCHESTER.AC.UK