Informed Consent Form

# User Testing Interview for "App-based information governance for trustworthy research environments" - a collaboration between The Alan Turing Institute, UCL and University of Cambridge

**Name:**

**About this project**

These user testing interviews are part of a project by The Alan Turing Institute, UCL and University of Cambridge, funded by EPSRC through the Turing 2.0 call.

This project is building towards an open-source version of the Turing Information Governance app that can be deployed by other research organisations to support their data management and trustworthy research environment infrastructure. This app can be used to determine what level of information security is required for a particular dataset and planned project analysis.

We're preparing this release through a combination of technical work, user testing, and a deep understanding of the existing information governance processes and needs at different institutions. It also aims to provide a record of decision-making around information governance and data protection to comply with audit requirements.

In the first phase the project team are seeking to set up the potential deployment of the app across the Turing, UCL, and Cambridge. To make sure that the app is meeting the needs of the diverse users we might expect to use it when it is deployed, the project needs to conduct user testing interviews with different stakeholders in the system.

**About this workshop**

We want to conduct a guided user testing and feedback session of the app with you using dummy data.

We are looking to get your feedback on carrying out the following tasks:

* Selecting a project
* Assigning data to a project
* Assigning users to a project
* Going through the data classification process

The workshop will be conducted via Zoom and, with your permission, will be recorded.

Following the workshop, the recording will be used to take notes, after which all audio or

video files will be deleted. Any identifying information (e.g. names of people) will be removed from the summative notes before they are analysed. We may quote your words in the report, but you will not be identified in any outputs from this research.

Please take some time to read through the statements on this consent form before agreeing to take part in the workshop. Please note you are free to withdraw from the research at any time and do not need to provide a reason for doing so.

If you have any questions about the research or would like any further information, please ask the facilitator or contact Arielle Bennett at [abennett@turing.ac.uk](mailto:abennett@turing.ac.uk).

Please contact Arielle Bennett ([abennett@turing.ac.uk](mailto:abennett@turing.ac.uk)) if you have any complaints or concerns following your participation in this project.

If you are not satisfied with the response, you may take any additional concerns to the Ethics Advisory Group at the Alan Turing Institute ([eag@turing.ac.uk](mailto:eag@turing.ac.uk)).

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| **Statement** |
| I understand that my participation in this user testing session is voluntary. Even if I agree now, I can leave at any point in time during the session and I do not have to answer any questions unless I wish to. |
| The purpose and nature of this project and this user testing have been explained to me in writing and I have had the opportunity to ask questions about them. |
| I understand that participation in this workshop involves answering questions on my views on sensitive datasets and information governance, and providing honest feedback on an app-based tool. |
| I understand that, even if I agree now, I can withdraw agreement for any use of my personal data. |
| I agree for this session to be recorded to allow the researchers to revisit discussions and make comments. Recordings will not be made public. |
| I understand that in any report or use of the results of this research my identity will remain anonymous. |
| I understand that all information I provide for this study will be treated securely and confidentially. |
| I understand that the video recordings of this workshop will be stored securely on devices maintained by my home institution (either The Alan Turing Institute, UCL or University of Cambridge (e.g. server, computers)), only accessed by members of the project team and any video recordings will be erased within 1 month after they are transcribed and validated. |
| I understand that anonymised notes from this session will be archived on the projects GitHub repo, which is only accessed by project team members and support staff at The Alan Turing Institute. Notes will be removed once findings from the user testing sessions have been written up. |
| I understand that I am free to contact any of the project organisers to seek further clarification and information. |

**Signature of research participant:**

**Date:**

I believe the participant is giving free and informed consent to participate in this study.

**Signature of researcher:**

**Date:**