

Survey for the DRA EDIA Champion Project "Community Driven Accessible Mini-Courses and Workshops to Further the Uptake of DRA DRI Resources"

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Study Funding

This study is funded in part by The Digital Research Alliance of Canada (DRA) as part of their Equity Diversity Inclusion and Accessibility (EDIA) Champion pilot Program.



**Digital Research
Alliance of Canada**

**Alliance de recherche
numérique du Canada**



Conflict of Interest

Anemily Machina, is receiving personal financial payment from the DRA for the completion of the EDIA Champion project. This includes the design and facilitation of this study. You may request any details about this payment by contacting Dr. Robert Mercer at mercero@csd.uwo.ca.

Introduction

You are being invited to participate in this research study about the Digital Research Alliance of Canada (DRA) because you are a Graduate student at Western who is also a member of an equity deserving group.

The information provided in this form tells you about what is involved in the research, what you will be asked to do, and any potential risks or benefits. Please read this form carefully, take all the time you need, and ask any questions you may have.

Why is this study being done?

The DRA wants to increase the usage of Canadian Digital Research Infrastructure (DRI) among equity deserving groups.

Hence, the purpose of the research study is two part:

1. To gauge knowledge and usage of The Digital Research Alliance of Canada's (DRA's) services.
2. To collect feedback on future educational material that will be produced related to AI, Machine Learning, and The DRA's services

How long will you be in this study?

It is expected you will be in the study for 20 minutes. There will be one online survey to complete and one compensation form. The former is expected to take approximately 15 minutes and the latter approximately 5 minutes.

Who Can Take Part in the Research Study?

To participate in this survey you must meet the following criteria

1. Be a current graduate student at Western University
2. Be a member of an equity deserving group

What are the study procedures?

If you agree to participate in this research, you will be asked to complete an anonymous online survey, henceforth the DRA Survey, where you will answer questions related to the DRA's services and your opinion on topics for future educational material that will be produced related to AI, Machine Learning, and The DRA's services. The answer to questions will be Yes/No or freeform text. You have the option to not answer any question. As there are free form text boxes in the survey, if a participant puts nonsense/hate speech/other irrelevant text (e.g. the bee movie script) in these sections the researchers may withdraw their data.

Optionally, at the end of the first survey, you may complete a non-anonymous online form where you can request compensation, henceforth the Compensation Form. In this form you will enter your name and email.

What are the risks and harms of participating in this study?

The likelihood of your being harmed as a result of participating in this study is extremely low. The harms or discomforts are no greater than what an average person would expect to experience in everyday life. If participants feel uncomfortable, they may withdraw at any time.

Please note that because we are collecting personal identifiers in this consent document, there is always the risk of a privacy breach if you choose to fill out this consent document.

What are the benefits?

You may not receive any direct benefit from participating in this study. However, you may access any educational material created based on this research, and will have the option to attend workshops based on said educational materials. The research may also help drive future initiatives at the DRA.

Can participants choose to leave the study?

If you decide to withdraw from the study after you have completed the surveys, you have the right to request, by email to Anemily Machina, the withdrawal of information collected about you. Any information collected in the Compensation Form will be withdrawn.

If you decide to withdraw from the study while completing the DRA Survey, you may do so at any time by exiting the survey window. Due to the anonymous nature of your data, once your DRA Survey responses have been submitted, the researchers will be unable to withdraw your data. Incomplete survey data will be used by the researchers. Once the study has been published, we will not be able to withdraw your information.

It is important to note that a record of your participation must remain with the study, and as such, the researchers may not be able to destroy your signed letter of information and consent, or your name on the master list.

How will participants' information be kept confidential?

Delegated institutional representatives of Western University and its Non-Medical Research Ethics Board may require access to your study-related records to monitor the conduct of the research in accordance with regulatory requirements.

Data will be collected using Western Qualtrics. Qualtrics' privacy statement can be found here: <https://www.qualtrics.com/privacy-statement/>. Western Qualtrics stores its data in Ireland. No data transfer over the internet is 100% risk free.

Identifiable information will be collected in the Compensation Form for the purposes of reimbursing participants. Only the study researchers will have access to this information. The Reimbursement form will collect your name, email address, and IP address.

The researcher will keep all personal information about you in a secure and confidential location for 7 years. A list linking your study number with your consent declaration and a list linking your name and email for the purposes of reimbursement will be kept by the researcher in a secure place, separate from your study file.

When the results of the study are published it will be as aggregated data. Your name and other identifiable information will not be used.

All identifiable information collected during this study will be kept confidential and will not be shared with anyone outside the study unless required by law.

Are participants compensated to be in this study?

You will be compensated with a 10\$ electronic gift card for your participation in this study, delivered through email. You will receive full compensation for participating, even if you choose to leave the study. You will receive your compensation within 90 days of completing the Compensation Form.

What are the Rights of Participants?

Your participation in this study is voluntary. You may decide not to be in this study. Even if you consent to participate you have the right to not answer individual questions or to withdraw from the study at any time. If you choose not to participate or to leave the study at any time it will have no effect on your academic standing, employment status, relationship with Western, or relationship with Western affiliates.

You do not waive any legal right by consenting to this study.

Consent is an ongoing process that continues for as long as you are in the study. We will give you any new information that may affect your decision to stay in the study. Remember that you are free to withdraw your consent at any time for any reason, even if nothing in the study has changed.

Whom do participants contact for questions?

If you have questions about this research study you may contact either of:

Dr. Robert Mercer, 519-661-2111 ext. 86893, mercero@csd.uwo.ca
Anemily Machina, 226-219-9138, anemily.machina@uwo.ca.

If you have any questions about your rights as a research participant or the conduct of this study, you may contact The Office of Human Research Ethics (519) 661-3036, 1-844-720-9816, email: ethics@uwo.ca. This office oversees the ethical conduct of research studies and is not part of the study team. Everything that you discuss will be kept confidential.

This letter is yours to keep for future reference.

I consent to participate in the DRA Survey as described above:

☐ Yes

☐ No

This study has been explained to me and any questions I had have been answered.

I know that I may leave the study at any time. I agree to take part in this study.

I will be emailed a copy of this document.

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| ----- | ----- | ----- |
| Print Name of Participant | Signature | Date (DD-MMMYYYY) |

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| Print Name of Person Obtaining Consent | Signature | Date (DD-MMMYYYY) |