



Dublin City University  
RESEARCH ETHICS COMMITTEE

NOTIFICATION FORM FOR LOW-RISK PROJECTS

Application No. (office use only)

DCUREC/2017/\_\_\_\_\_

**Section A: Applicant Details**

|   |                             |
|---|-----------------------------|
| PROJECT TITLE:  | CoderDojo Zen Projects      |
| APPLICANT NAME:   | Graham Bartley              |
| SCHOOL/UNIT:  | School of Computing         |
| APPLICANT EMAIL:  | graham.bartley3@mail.dcu.ie |
| <b>If a student applicant, please provide the following additional information:</b> |                             |
| Programme of Study:   | CASE4                       |
| Supervisor Name:  | Dr. Geoffrey Hamilton       |
| Supervisor Email:   | geoffrey.hamilton@dcu.ie    |

**Section B: Questions**

**1. Notification Review is reserved for low-risk social studies that fall under the following classifications. Please indicate your project type below:**

|                                     |  |
|-------------------------------------|--|
| <b>Please mark as appropriate:</b>  |  |
| <input type="checkbox"/>            | Anonymous Survey (the topic will not elicit significant difficulties for participants)                           |
| <input type="checkbox"/>            | Observation (without audio or visual recording) of a public setting  |
| <input checked="" type="checkbox"/> | Questioning participants regarding their opinions on products or services  |
| <input type="checkbox"/>            | Questioning students about standard educational practices  |
| <input type="checkbox"/>            | Study will monitor the impact of participants' daily activities  |
| <input type="checkbox"/>            | Questioning public figures/professionals in their professional capacity regarding their professional activities  |
| <input type="checkbox"/>            | Analysis of existing anonymised data which has been provided to the researcher by a third party                  |
| <input type="checkbox"/>            | Collection of biological samples which are anonymised and do not require invasive techniques (e.g. hair, nails). |
| <input type="checkbox"/>            | Other <b>Please explain:</b>   |

**2. Please provide a justification for why your study is considered to be low-risk?**

My study forms part of the user evaluation component of my fourth year project. I have spoken with my supervisor about this and he has assured me that this study is considered low-risk.

**3. Please describe how your participants will be recruited?**

The participants of my study will be recruited through my contacts in the DCU CoderDojo where I volunteer as a mentor every Saturday morning. They will be youths attending the Dojo who are between the ages of 13 and 17 years old since these are target users of my project.

**4. Informing your participants – Plain Language Statement**

A Plain Language Statement (PLS) should be used in all cases. This is written information in plain language that you will be providing to participants, outlining the nature of their involvement in the project and inviting their participation. The PLS should specifically describe what will be expected of participants, the risks and inconveniences for them, and other information relevant to their involvement. Please note that the language used must reflect the participant age group and

corresponding comprehension level – if your participants have different comprehension levels (e.g. both adults and children) then separate forms should be prepared for each group. The PLS can be embedded in an email to which an online survey is attached, or handed/posted to individuals in advance of their consent being sought. **A copy of the PLS should be attached to this application.** See link to sample templates on the website: [http://www4.dcu.ie/research/research\\_ethics/rec\\_forms.shtml](http://www4.dcu.ie/research/research_ethics/rec_forms.shtml)

Please confirm whether the following issues have been addressed in your plain language statement for participants:

|   | YES or NO |
|---|-----------|
| Introductory Statement (PI and researcher names, school, title of the research)               | YES       |
| What is this research about?  | YES       |
| Why is this research being conducted?   | YES       |
| What will happen if the person decides to participate in the research study?                  | YES       |
| How will their privacy be protected?  | YES       |
| How will the data be used and subsequently disposed of?                                       | YES       |
| What are the legal limitations to data confidentiality?                                       | YES       |
| What are the benefits of taking part in the research study (if any)?                          | YES       |
| What are the risks of taking part in the research study?                                      | NO        |
| Confirmation that participants can change their mind at any stage and withdraw from the study | YES       |
| How will participants find out what happens with the project?                                 | YES       |
| Contact details for further information (including REC contact details)                       | YES       |

If any of these issues are marked NO, please justify their exclusion:

There are no risks greater than those encountered in everyday life.

#### 5. Capturing consent – Informed Consent Form

In most cases where interviews or focus groups are taking place, an Informed Consent Form is required. This is an important document requiring participants to indicate their consent to participate in the study, and give their signature. If your participants are minors (under 18), it is best practice to provide them with an assent form, while their parents/guardians will be given the Informed Consent Form. In cases where an anonymous questionnaire is being used, it is enough to include a tick box in the questionnaire (underneath the information section for participant), where the participant can indicate their consent. See link to sample templates on the website: [http://www4.dcu.ie/research/research\\_ethics/rec\\_forms.shtml](http://www4.dcu.ie/research/research_ethics/rec_forms.shtml). **A copy of the Informed Consent Form should be attached to this application.**

**Note – IF AN INFORMED CONSENT FORM IS NOT BEING USED, THE REASON FOR THIS MUST BE JUSTIFIED HERE:**

#### Important Notes:

- **Please ensure you attach any additional relevant documentation to your application:** E.G. copy of Survey/Questionnaire, copy of Interview/Focus Group schedule, copy of permission/approval from external sources (i.e. approval to access individuals in an organisation, school, community group)
- **The application should consist of one electronic file only.** The completed application must incorporate the plain language statement, informed consent form and all supplementary documentation
- **All sections of the application form must be answered.** The completed application must be proofread and spellchecked before submission to REC
- **Your application must be e-mailed to the DCU Research Ethics Committee at [rec@dcu.ie](mailto:rec@dcu.ie)**. Student applicants must cc their supervisor on that e-mail – this applies to all student applicants (masters and postgraduate). The form should be approved and signed by the supervisor in advance of submission to REC.

**Applications which do not adhere to these requirements will not be accepted for review and will be returned directly to the applicant.** The administrator to the Research Ethics Committee will assess, on receiving such notification, whether the information provided is adequate.

Please note: Project supervisors have the primary responsibility to ensure that students do not take on research that could expose them and the participants to significant risk, such as might arise, for example, in interviewing members of vulnerable groups such as young children. In general, please refer to the REC Guidelines for further guidance on what research procedures or circumstances might make a higher level of ethical approval necessary.

See [https://www4.dcu.ie/researchsupport/research\\_ethics/guidelines.shtml](https://www4.dcu.ie/researchsupport/research_ethics/guidelines.shtml)

#### **DECLARATION BY PRINCIPAL INVESTIGATOR(S)**

**In the case of student applicants the Principal Investigator is their supervisor.**

*The information contained herein is, to the best of my knowledge and belief, accurate. I have read the University's current research ethics guidelines, and accept responsibility for the conduct of the procedures set out in the attached application in accordance with the form guidelines, the REC guidelines ([https://www4.dcu.ie/researchsupport/research\\_ethics/guidelines.shtml](https://www4.dcu.ie/researchsupport/research_ethics/guidelines.shtml)), the University's policy on Conflict of Interest, Code of Good Research Practice and any other condition laid down by the Dublin City University Research Ethics Committee. I have attempted to identify all risks related to the research that may arise in conducting this research and acknowledge my obligations and the rights of the participants.*

*If there exists any affiliation or financial interest for researcher(s) in this research or its outcomes or any other circumstances which might represent a perceived, potential or actual conflict of interest this should be declared in accordance with Dublin City University policy on Conflicts of Interest.*

*I and my co-investigators or supporting staff have the appropriate qualifications, experience and facilities to conduct the research set out in the attached application and to deal with any emergencies and contingencies related to the research that may arise.*

#### **Electronic Signature(s):**

Principal investigator(s):



Print Name(s) here:

Dr. Geoff Hamilton

Date:

# DUBLIN CITY UNIVERSITY

## Plain Language Statement

### **Research Title**

CoderDojo Zen Projects - User Interface Evaluation

### **University Department**

DCU School of Computing

### **Investigators**

Principal Investigator: Dr. Geoffrey Hamilton, [geoffrey.hamilton@dcu.ie](mailto:geoffrey.hamilton@dcu.ie)

Other Investigator(s): Graham Bartley, [graham.bartley3@mail.dcu.ie](mailto:graham.bartley3@mail.dcu.ie)

### **Background Information**

Zen is the CoderDojo Community Platform ([zen.coderdojo.com](http://zen.coderdojo.com)). This project aims to improve Zen by allowing Ninjas between the ages of 13 and 17 to share their creations directly on the site. Other users will be able to view and interact with the uploaded projects which can be written in a number of different programming languages including Python and JavaScript.

### **What's Involved**

The research will consist of a 10-15 minute group session where participants will be given some web pages to click through and will be asked to provide feedback on the given feedback sheet. There will be an opportunity for questions at the beginning of the session and an opportunity for open discussion and feedback at the end.

### **Benefits to Participants**

The benefits of participating in this research study are that participants will have the opportunity to get a first look at an ongoing project which is expected to be available to the CoderDojo community in the coming months and have the ability to actively contribute to its development by giving feedback and suggestions.

### **Nature of Data Collection**

All data collected from this study will be anonymised when being used in any publications or other public works. The data will remain in a secure School of Computing GitLab repository for the duration of the project and will not be publicly accessible to those outside of the school.

Participants may withdraw from the research study at any point should they please to, this is entirely voluntary.

**If participants have concerns about this study and wish to contact an independent person, please contact:**

The Secretary, Dublin City University Research Ethics Committee, c/o Research and Innovation Support, Dublin City University, Dublin 9. Tel 01-7008000, e-mail [rec@dcu.ie](mailto:rec@dcu.ie)

**DUBLIN CITY UNIVERSITY**  
**Informed Consent Form**

**Research Title**

CoderDojo Zen Projects - User Interface Evaluation

**Purpose of Research**

The purpose of this research is to gather feedback from members of the CoderDojo community on user interface designs.

**Participant Information**

Participant – please complete the following (Circle Yes or No for each question)

|   |        |
|---|--------|
| I have read the Plain Language Statement (or had it read to me)   | Yes/No |
| I understand the information provided                             | Yes/No |
| I have had an opportunity to ask questions and discuss this study | Yes/No |
| I have received satisfactory answers to all my questions          | Yes/No |

**Nature of Data Collection**

I understand that all data collected from this study will be anonymised when being used in any publications or other public works. I accept that the data will remain in a secure School of Computing GitLab repository for the duration of the project which will not be publicly accessible to those outside of the school.

I may withdraw from the Research Study at any point as it is entirely voluntary.

I have read and understood the information in this form. My questions and concerns have been answered by the researchers, and I have a copy of this consent form. Therefore, I consent to take part in this research project

Parent/Guardians Signature:

Name in Block Capitals:

Participants Name in Block Capitals:

Witness:

Date:

**DUBLIN CITY UNIVERSITY**  
**Informed Assent Form**

**Research Title**

CoderDojo Zen Projects - User Interface Evaluation

**Purpose of Research**

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**Participant Information**

Participant – please complete the following (Circle Yes or No for each question)

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Participants Signature:

Name in Block Capitals:

Witness:

Date: