Final Project Participants Consent Form

The following form is for the participatory design process for Henry Mattinson's individual project as part of the University of Cambridge computer science tripos. The project is the development of a music performance system in Microsoft Excel.

You shall be briefed on how the system works and given an opportunity to use the system to compose, transcribe or otherwise interact with some pieces of music. This shall be the starting point for discussion on how the system and its interface can be improved and any feedback or issues you have.

Whilst the project uses Microsoft Excel and is supervised by a Microsoft employee, Microsoft have no ownership in the outcome of the project. It shall be made open source at the end of the academic year in June 2019. Whilst we offer no reward for your input into the project, your contributions shall be recognised. However, you may also remain anonymous.

The session shall be audio recorded to prevent stoppages to write down notes. Using any notes made during this session and this recording a small report on what was discussed during the session shall be written up. Then the audio recording shall then be deleted.

You shall be issued with an ID that is used to identify your data. If you wish for your data to remain anonymous, no personal data shall be kept with the report. If you do not wish to remain anonymous, your name and contact details shall be kept with your report. Even if your report is not kept anonymous, it shall still only be seen by Henry Mattinson. Please make a note of your ID in case you wish for your data to be made anonymous or deleted.

Your report and personal information will be deleted at the end of the project in June 2018. It shall only be used by Henry Mattinson and only in the context of this project, for no other purpose. Only Henry shall have access to this data. It shall be stored on his password protected laptop. An encrypted folder shall also be backed up on GitHub.

Have you read the above and had the opportunity to ask any questions?
Yes / No

Do you wish for your data to remain anonymous?
Yes / No

If No, please provide your
Name:
Email address:

Do you understand and agree to all the above information?
Yes / No

ID

Date

Signed