**EMSE 2020 Ethics Application**

**Project Information**

**Project Title**

<project title>

**Project Description**

<a couple of sentences describing the nature of your project and what you plan on observing>

**Research Objective and Questions**

Objective: <What do you expect will be the result of the study you are conducting>

Research Questions:

* RQ1: …
* RQ2: …
* RQ3: …
* <list of research questions>

Research Importance:

<why is this study important? what does it contribute to the state of literature?>

**Recruitment**

Participant Description:

<briefly describe what constitutes a typical participant>

Desired Number of Participants:

<how many participants do you plan on recruiting for your study>

Relationship to Participants:

<list any relationship between any member of your research team and your participants, especially if it constitutes a conflict of interest>

Chronological Recruitment Process:

<in order, describe the steps of your intended recruitment process>

1. Step 1
2. Step 2
3. Step 3
4. ...etc.

**Data Collection Methods**

What data collection methods will you be using?

* Method 1
* Method 2
* <list of data collection methods>

**Possible Benefits, Inconveniences, and Risks of Harm**

Possible Benefits:

<describe what your participants stand to gain from this study>

Possible Inconveniences:

<describe all the ways a participant may be inconvenienced by your study>

Possible Risks to Participants:

<describe all the potential risks your data collection and your study in general may pose to participants, and how you plan on mitigating them>

Possible Risks to Researchers:

<describe all the potential risks your data collection and your study in general may pose to you and your team, and how you plan on mitigating them>

**Participants’ Right to Withdraw**

Describe what you will tell participants about their ability to withdraw from this study.

<elaboration on right to withdraw>

What will happen to a participant’s data if they decide to withdraw part-way through your study?

<specify whether that data will still be included, or if it will be deleted, and why>

**Anonymity and Confidentiality**

Describe what measures you plan on taking to maintain participant anonymity.

<participant identifying information should not be part of your submissions, and should *never* be made available to other participants when connected to the data they gave you>

Describe what measures you plan on taking to maintain participant confidentiality.

<how will the data be stored? where will it be stored? who else has access? what risks can you not completely mitigate?>

**Maintenance and Disposal of Data**

Describe how you will be storing the data you will be gathering.

<where will the data be stored, what tools will you be using, will it be encrypted, ...etc.>

Describe how you will be disposing of the data you will be gathering.

<this is based on the previous question but a popular means of disposal is zeroing external drives>