

Participant Information Sheet

The University undertakes research as part of its function for the community under its legal status. Data protection allows us to use personal data for research with appropriate safeguards in place under the legal basis of public tasks that are in the public interest. A full statement of your rights can be found at <https://www.shu.ac.uk/about-this-website/privacy-policy/privacy-notice-for-research>. However, all University research is reviewed to ensure that participants are treated appropriately and their rights respected. This study was approved according to the guidelines of the Teaching Programme Research Ethics Committee of the College of Business, Technology and Engineering, Sheffield Hallam University (SHU). Further information at <https://www.shu.ac.uk/research/ethics-integrity-and-practice>.

This research is being carried out to attain feedback about the user experience of RendezVous: a service for new and existing businesses to verify employee attendance at 'job sites'.

You have been chosen for this study due to your personal experience working on-location, e.g., as a bartender or merchandise salesperson at an event, as a contracted labourer, etc. Hopefully this should provide a basis to conceptualise how you would use the application in your role, hopefully returning more relevant feedback from users.

Your participation in this research is entirely your decision; the information provided in this study is free to keep, and you can decline to answer any questions if desired. You may also withdraw from the research at any point with no justification required.

This research will be carried out face-to-face with the researcher/developer (Josh). You will have the freedom to experiment with the application and provide your thoughts: any/all feedback is useful. The researcher will also ask for any ideas regarding new features in the application, original or suggested. You will be asked to partake only once, lasting around 20 minutes.

To protect your confidentiality, you will not be required to provide any details which could uniquely identify yourself, such as a date of birth. Alternative data will be collected instead, e.g., an age range. The discussion will be recorded and later transcribed, stored in a repository on Github secured with a complex password and 2FA. Only the researcher and project supervisor will be able to access the research. Any/all research materials which is no longer in use will be deleted permanently; this also applies to any materials left at the end of the project.

The feedback gathered from these discussions will be analysed for common ideas/suggestions, which will be implemented into the application if deemed viable. For example, if the general consensus considers the font size too small, the next revision of the application will increase it.

You should contact the researcher (Josh) at b8022626@my.shu.ac.uk if:

- you wish to discuss your participation in this research
- you wish to enquire about the RendezVous application

You should contact the Data Protection Officer at DPO@shu.ac.uk if:

- you have a query about how your data is used by the University
- you would like to report a data security breach (e.g. if you think your personal data has been lost or disclosed inappropriately)
- you would like to complain about how the University has used your personal data

You should contact the Head of Research Ethics (Professor Ann Macaskill) at a.macaskill@shu.ac.uk if:

- you have concerns with how the research was undertaken or how you were treated

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