**Participant Information Sheet**

Title of Study: IN3065 User-Centred System Design Coursework 2025

Name of researcher: Khalid Takar(Supervised by Dr Tracey Booth)

# Invitation

I would like to invite you to take part in a research study. Before you decide whether you would like to take part, it is important that you understand why the research is being done and what it would involve for you. Please take time to read the following information carefully and discuss it with others if you wish. Please ask me if there is anything that is not clear or if you would like more information. You can keep a copy of this information sheet.

# What is the purpose of the study?

The study is for a coursework project that I am carrying out as part of a taught module, *IN3065 User-Centred System Design*, on the BSc Computer Science programme, at City St George’s, University of London.

The purpose is to gather insights from users to inform the design of a mobile app called *CampusDine*. This app aims to help users discover, navigate, and interact with food and drink outlets across campus. The study includes user research with people who eat or spend time on campus and may use the app. Findings will be written into a design report submitted for assessment.

The research and design activities will be written up as a report, that I will submit to City St George’s, University of London, for marking, to determine my final grade for the module.

# Why have I been invited?

You have been invited to take part in this study because

* you are a prospective user of the system I will be designing, and/or you undertake the types of activities it will facilitate
* you are an adult, aged at least 18 years old.
* you do not consider yourself to be vulnerable.
* You are a potential user of the CampusDine app.
* You are a current or recent student, graduate, or guest on campus.

# Do I have to take part?

Participation in the project is voluntary. It is up to you to decide whether or not to take part, and you can choose not to participate in part or all of the project; this includes choosing not to answer any questions which you feel are too personal or intrusive. If you decide to take part, you will be asked to sign an Informed Consent form. If you decide to take part, you are still free to withdraw at any time and without giving a reason, and without being penalised or disadvantaged in any way.

What will happen if I take part? What will I have to do?  
You will take part in a one-time interview lasting around 20–30 minutes. The interview may be in person or online (e.g., Microsoft Teams) and will be audio recorded. You will be asked questions about your experiences and preferences around getting food and drink on campus. The aim is to understand your behaviours, needs, and frustrations to help design a better user experience.

# What are the possible disadvantages and risks of taking part?

There are no foreseeable risks or harms or possible side effects for participating in this study.

# What are the possible benefits of taking part?

While there are no specific benefits of taking part, we hope you enjoy the experience of participating in the study.

# Expenses and Payments

You will not be paid or have any expenses compensated for taking part in this study, but I am very grateful for your help.

What should I do if I want to take part?   
If you are happy to take part, please email me at khalid.takar@city.ac.uk or confirm with me during initial contact in person. You will receive a consent form to sign before the interview starts.

# Data privacy statement

City St George’s, University of London is the sponsor and the data controller of this study based in the United Kingdom. This means that we are responsible for looking after your information and using it properly. The legal basis under which your data will be processed is City St George’s public task.

Your rights to access, change or move your information are limited, as we need to manage your information in a specific way in order for the research to be reliable and accurate. To safeguard your rights, we will use the minimum personally identifiable information possible (for further information please see [https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/public-task/](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/public-task/?q=privacy+notice)).

City St George’s will use your name and contact details to contact you about the research study as necessary. The only people at City St George’s who will have access to your identifiable information will be the researcher (student), staff responsible for assessing the coursework, and, if appropriate, individuals with responsibility for monitoring and auditing at City St George’s. There may be occasions when regulatory authorities may access research data in accordance with their statutory powers. City St George’s will keep identifiable information about you from this study until the coursework mark has been approved by the Examinations Board, after which, it will be destroyed.

You can find out more about how City St George’s handles personal data by visiting <https://www.city.ac.uk/about/governance/policies/data-protection-policy>. You can also read City St George’s general privacy notice by visiting <https://www.city.ac.uk/about/governance/policies/general-privacy-notice> . If you are concerned about how we have processed your personal data, you can contact the Information Commissioner’s Office (ICO) directly <https://ico.org.uk/>.

# Will my taking part in the study be kept confidential?

Only the researcher (me) and any staff responsible for assessing the coursework will have access to your data at any point. The data gathered in this study, including your identity and personal information, will be kept confidential. Data will be anonymised or de-identified where possible, and stored securely in a password protected location, in accordance with the University’s data protection regulations. No personally identifiable data will be published; any quotes will be anonymised. The raw data, including any recordings, will be destroyed once the marks for the coursework have been approved by the University’s Examinations Board.

# What will happen to the results?

The anonymised results of the study will be included in a coursework report for the university module *IN3065 User-Centred System Design*, which will be submitted to the University for marking (assessment). They may also be used in a future portfolio of my work.

Who has reviewed the study?

This coursework project has been approved by a representative of City St George’s, University of London Computer Science Research Ethics Committee.

# What if there is a problem?

If you have any problems, concerns or questions about this study, you should ask to speak to a member of the research team (see contact details at the bottom of this document).

If you remain unhappy and wish to complain formally, you can do this through City’s complaints procedure. To complain about the study, you need to phone 020 7040 3040. You can then ask to speak to the Secretary to Senate Research Ethics Committee and inform them that the name of the project is **IN3065 User-Centred System Design coursework project**

You can also write to the Secretary at:

Annah Whyton

Research & Enterprise Office

City, University of London

Northampton Square

London, EC1V 0HB

Email: [senaterec@city.ac.uk](mailto:senaterec@city.ac.uk)

# Insurance

City, University of London holds insurance policies which apply to this study, subject to the terms and conditions of the policy. If you feel you have been harmed or injured by taking part in this study, you may be eligible to claim compensation. This does not affect your legal rights to seek compensation. If you are harmed due to someone’s negligence, then you may have grounds for legal action.

# Further information and contact details

For further information about this study, please contact one of the following people, as appropriate:

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| Researcher (student): |  | Khalid Takar |  | Khalid.takar@city.ac.uk |
| Module Leader / Lecturer: |  | Dr Tracey Booth |  | tracey.booth.2@city.ac.uk |

**Thank you for taking the time to read this information sheet.**