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| **FHS RESEARCH ETHICS COMMITTEE**  **SUBMISSION CHECKLIST** |

**Applications by members of Staff:**

I have completed the [Research Integrity module on the e learning portal](https://hullacuk.sharepoint.com/Services/LearningAndDevelopment/SitePages/elearning/Research-Integrity.aspx) **Yes**

**Indicate with ‘X’ the documents that have been included with this application.**

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| Fully completed application form |  |  | X |
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| Completed risk assessment (see section B4, form available on FHS [Sharepoint](https://hullacuk.sharepoint.com/sites/FHS/Research/SitePages/Research-Ethics.aspx) |  |  | X |
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| Recruitment materials – with date and version number) |  |  | N/A |
| (e.g. poster or email used to invite people to participate) |  |  |  |
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| Information sheet(s) – with date and version number |  |  | X |
| (different version for each group of participants) |  |  |  |
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| Consent form(s) – with date and version number |  |  | X |
| (different version for each group of participants) |  |  |  |
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| Letter or email seeking permission from gatekeeper/host |  |  | N/A |
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| Questionnaire(s) – with date and version number |  |  | N/A |
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| If conducting a student survey, confirm that it fits with [University policy](https://hullacuk.sharepoint.com/:w:/r/Services/UniversityPolicy/_layouts/15/Doc.aspx?sourcedoc=%7B192DCFF5-9647-45E3-A5E4-5B850D34E78F%7D&file=Student%20Surveys%20Policy.docx&action=default&mobileredirect=true) |  |  | N/A |
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| Interview questions / topic guide – with date and version number |  |  | N/A |
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| Data management plan (see section F2) |  |  | X |

**Supporting documents should be saved with a meaningful file name and version control (e.g. 'Participant Information Sheet v1.0').**

Wherever possible, please ensure that the research title used on consent forms, information sheets, and other supporting documentation is consistent. The title should make clear (where appropriate) what the research is about.

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| **RESEARCH ETHICS COMMITTEE**  **FORM A – New Application**  **(Involving human participants, subjects or material)** |
| **It is essential that you are familiar with the University Code of Good Research Practice, Research Ethics Policy and the Procedures for Granting Ethical Approval before you complete this form that can be found** [**here**](https://hullacuk.sharepoint.com/:b:/r/Services/RI/Shared%20Documents/REGI/Policies%20and%20Procedures/Procedure%20for%20Granting%20Ethical%20Approval.pdf?csf=1&web=1&e=Rcxscv)**. Please confirm that you have read and understood these documents:**     |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |   Please read each question carefully, taking note of instructions and completing all parts. If a question is not applicable please indicate so. Where a question asks for information which you have previously provided in answer to another question, please refer to your earlier answer rather than repeating information. |

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| **Ethics reference number (for office use):** |  |
| **WorkTribe project URL** |  |

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| **PART A: SUMMARY** | |
| **A.1 Title of the research**  Primary title: The Influence of Respiratory Cycles on Visuo-Spatial Attention and Cognitive Processing  Secondary title: Breathing and Attention | |
| **A.2 Principal investigator’s contact details** | |
| Name *(Title, first name, surname)* | Dr Shane Lindsay |
| Position | Lecturer |
| Faculty/School | School of Psychology and Social Work |
| **University of Hull** email address | s.lindsay@hull.ac.uk |
| **A.3 To be completed by students only** | |
| **A.4 Other relevant members of the research team (e.g. co-investigators, co-supervisors)** | |
| Name *(Title, first name, surname)* | Dr Paul Scarratt |
| Position | Lecturer |
| Faculty/ School | School of Psychology and Social Work |
| Email address | p.skarratt@hull.ac.uk |
|  |  |
| Name *(Title, first name, surname)* | Dr Bethanie Richards |
| Position | Teaching Fellow |
| Faculty/ School | School of Psychology and Social Work |
| Email address | b.richards@hull.ac.uk |
|  |  |
| Name *(Title, first name, surname)* | Timothy E. Roberts |
| Position | MSc Student |
| Faculty/ School | School of Psychology and Social Work |
| Email address | t.e.roberts-2020@hull.ac.uk |
| **A.5 Select from the list below to describe your research:** (Mark with X all that apply)   |  |  | | --- | --- | | X | Research on or with human participants | |  | Research working with data of human participants | |  | New data collected by qualitative methods | | X | New data collected by quantitative methods | |  | New data collected from observing individuals or populations | |  | Routinely collected data or secondary data | |  | Research working with aggregated or population data | |  | Research using already published data or data in the public domain | |  | Research taking direct measurements from individuals e.g. physiology | |  | Research working with human tissue samples | |  | Research involving any invasive techniques including administering substances, food (other than refreshments), vitamins or supplements. | |  | Research involving discussion of sensitive topics or topics that could be considered sensitive | |  | Research involving discussion of culturally sensitive issues | |  | Prolonged or frequent participant involvement | |  | Research involving members of the public in a research capacity (participant research) | |  | Research conducted outside the UK | |  | Research involving accessing social media sites | |  | Research involving accessing or encountering security sensitive material | |  | Research involving accessing websites or material associated with extreme or terrorist communities | |  | Research involving storing or transmitting any material that could be interpreted as sympathetic, endorsing or promoting terrorist acts | |  | Research involving financial inducements for participants (other than reasonable expenses and compensation for time) | | |
| **A.6 If you are an employee of the university, are you employed under an academic contract? *(applicable to University staff only)***   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |   **If not, please explain very briefly why the research is required / permitted and provide evidence of permission to conduct the research from your line manager and any other appropriate party.** | |
| **A.7 Will this study be pre-registered with an online registry (OSF and AsPredicted are online registries –** [**to find out more visit this link**](https://libguides.hull.ac.uk/openresearch)**)**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |   **If yes, please give the name of the registry. If the study has already been pre-registered, you should also provide the URL and/or study ID.**  OSF | |
| **A.8 Will this study be considered by any Ethics Committees external to the Faculty of Health Sciences?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   **If yes, please identity the external committee:** | |

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| **PART B: THE RESEARCH** |
| **B.1 Give a short summary of the research**  This project is a series of experiments investigating the interaction between the respiratory cycle and visuo-spatial attention. This application is requesting ethical clearance for a period of three years to conduct this study. Recent research has suggested that cognitive processes such as attention allocation may be influenced by breathing. For example, Belli and Fischer (2023) conducted a Posner cueing task which demonstrated that attention shifts in a lateralised manner - towards the right visual field during inhalation and towards the left visual field during inhalation. However, further experiments (Belli & Fischer, 2024) using a different task (line bisection) demonstrated a shift to the right during exhalation to the left during inhalation. The mechanisms behind this phenomenon remain unclear and this project aims to conduct a series of experiments to further investigate and clarify how breathing phases influence attentional processes.  The first experiment will replicate the findings of lateralised shifts in attention during different phases of the respiratory cycle using a probe detection task based on Belli and Fischer’s (2023) Posner cueing task. Participants will view stimuli on a computer screen while their breathing is monitored, with stimulus presentation aligned to inhalation or exhalation, and will respond to the stimuli by pressing a button. Reaction times, accuracy, and attention shifts will be analysed, with participants completing tasks promoting both endogenous (cue-directed) and exogenous (flickering box) attentional processing, while wearing respiratory bands to monitor their breathing.  In addition to the foundational experiment replicating Belli and Fischer's work, the proposed variations and extensions serve to deepen our understanding of how the respiratory cycle interacts with attention. Introducing more complex attentional tasks and those requiring greater cognitive load will allow us to explore the potential limits and specificity of breathing-related modulations in cognitive processing. By adding complexity, such as the vertical axis or manipulating cue validity, we aim to determine whether these effects are robust across different attentional demands or are specific to certain spatial dimensions and task structures, which will allow testing potential theoretical explanations for the effects.  From an ethical perspective, these adjustments do not introduce additional risks or burdens for participants. All tasks remain within the scope of typical cognitive testing, with standard ethical safeguards such as informed consent, participant debriefing, and the option to withdraw at any point in place. Therefore, while the specific task designs may evolve to answer emerging research questions, they will consistently adhere to the ethical standards set out in this application. All these tasks will involve the same basic paradigm of monitoring breathing and then looking at the influence on visuo-spatial processing of simple stimuli presented on the screen, with participants making speeded judgements of stimuli (e.g. detection or discrimination) using button presses.  **B.2 Proposed study dates and duration**  Research start date (DD/MM/YY): 10/11/24 Research end date (DD/MM/YY): 10/11/27  **B.3 Where will the research be undertaken?** (i.e. in the street, on University of Hull premises, in schools, on-line etc.)  University of Hull, School of Psychology and Social Work research laboratories.    Do you have permission to conduct the research on the premises?   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |      |  |  | | --- | --- | |  | N/A |   **If no, please describe how this will be addressed.**  **B.4 Does the research involve any risks to the researchers themselves, or people not directly involved in the research?** *E.g. lone working*   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   ***If yes, please describe and say how these will be addressed (include reference to relevant lone working policies): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***  **If yes, please include a copy of your completed risk assessment form with your application.** |
| ***NB: If you are unsure whether a risk assessment is required visit the Health and Safety SharePoint site. Risk assessments are required for all fieldwork taking place off campus.*** |
| **B.5 What are the main ethical issues with the research and how will these be addressed?**  *Indicate any issues on which you would welcome advice from the ethics committee*  The main ethical issues involved in this study are anonymity, informed consent, passive deception (hypotheses of the studies revealed after the study is complete during a debrief), and the right to withdraw.  The use of a breath monitoring band which physically touches participants raises hygiene issues, therefore it will be cleaned after each use to address this. Participants may also experience cognitive fatigue or boredom, which will be addressed by encouraging breaks.  **B.6 Does the research involve an international collaborator or research conducted overseas:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   **If yes, describe any ethical review procedures that you will need to comply with in that country:**  **Describe the measures you have taken to comply with these:**  **Include copies of any ethical approval letters/ certificates with your application**. |

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| **PART C: HUMAN PARTCIPANTS AND SUBJECTS** |
| **C.1 Are the participants expected to be from any of the following groups?** (Mark with X as appropriate)   |  |  | | --- | --- | |  | Children under 16 years old.***Specify age group:*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  | Adults with learning disabilities | |  | Adults with other forms of mental incapacity or mental illness | |  | Adults in emergency situations | |  | Prisoners or young offenders | |  | Those who could be considered to have a particularly dependent relationship with the investigator, e.g. members of staff, students | |  | Other vulnerable groups | | X | No participants from any of the above groups |   ***Include in Section D5 details of extra steps taken to assure their protection.***  Does your research require you to have a DBS check?   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No | |
| **It is the researcher’s responsibility to check whether a DBS check (or equivalent) is required and to obtain one if it is needed.** See also <http://www.homeoffice.gov.uk/agencies-public-bodies/dbs> |
| **C.2 What are the potential benefits and/ or risks for research participants in both the short and medium-term?**  *Risks may include health and safety, physical harm and emotional well-being*  **Benefits**: The opportunity to contribute to the generation of new scientific knowledge. Compensation granted in the form of course credit.  **Risks**: There may be tasks which involve stimulus briefly flashing on a screen which may cause discomfort for individuals with photosensitivity. Longer tasks may cause participants to experience fatigue.  **What will be done to avoid or minimise the risks?**  Photosensitive individuals will be excluded from this study. Participants will be given the opportunity to take breaks and be encouraged to take them. Information about this will be provided in the participant information sheet. Participants will confirm on the consent form that they have read all the information and are not photosensitive. |
| **C.3 Is there a potential for criminal or other disclosures to the researcher requiring action to take place during the research? (e.g. during interviews/group discussions, or use of screen tests for drugs?)**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   **If yes, please describe and say how these will be addressed:** |
| **C.4 What will participants be asked to do in the study?**  The first experiment will aim to replicate findings of the lateralised shifts in attention during different phases of the respiratory cycle using a simple probe detection task. Stimuli will be presented to participants on a computer screen at different locations while their breathing is monitored to align stimulus presentation with inhalation or exhalation. Participants will be asked to quickly identify whether they saw the stimulus by pressing a button on a keyboard. Their reaction times and accuracy will be analysed to assess the impact of the respiratory cycle on their attentional performance. The first experiment will specifically follow experiment 2’s Posner cueing task in the study by Belli and Fischer (2023) to replicate their findings. Participants will be presented with two boxes on the computer screen (one on the left and one on the right) of equal size. Participants will select when the stimulus (a black five-pointed star) is presented by clicking a button on a computer keyboard with their dominant hand. This experiment will consist of a task which promotes endogenous attentional processing (a cue before stimuli presentation pointing to either the left or right box), and a task which promotes exogenous attentional processing (a border will change or make a brief appearance lasting 50ms). Participants will refrain from responding in ‘catch’ trials – trials in which the cue does not correspond to the box in which the stimulus is presented. In line with Belli and Fischer’s methods, the stimuli will be presented at peak inhalation manually by the experimenter. Participants’ breathing will be monitored using thoracic and abdominal respiratory bands which they will be shown how to administer to themselves. Sessions in which the experiment takes place will last no longer than one hour.  Participation may last up to one hour in a single session which will take place in the Psychology Research Labs. Participants will provide basic demographic information (e.g., age, gender, handedness) after giving informed consent. Participants will then be asked to complete the main experimental task. The main experimental task could last up to 45 minutes. Finally, participants will receive a formal debrief as to the hypotheses of this study. |

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| **PART D: RECRUITMENT & CONSENT PROCESSES** |
| *How participants are recruited is important to ensure that they are not induced or coerced into participation. The way participants are identified may have a bearing on whether the results can be generalised. Explain each point and give details for subgroups separately if appropriate. Also say who will identify, approach and recruit participants. Remember to include all advertising material (posters, emails etc) as part of your application.*  **D.1 Describe how potential participants in the study be identified, approached and recruited and who will do this:**  **(i) identified:**  Participants will be Psychology undergraduate students who complete studies for course credit as part of their Research Skills modules.  **(ii) approached:**  Experiments will be advertised the SONA system. This will allow potential participants to view which studies are available and will include the basic requirements to participate in the experiment and compensation awarded for their participation. This will also be the opportunity to sign-up for an appointment to participate in the study.  **(iii) recruited:**  Having read the outline of the experiment on the SONA system and choosing to participate, they will select an available appointment. |
| **D.2 Will you be excluding any groups of people, and if so what is the rationale for that?**  *Excluding certain groups of people, intentionally or unintentionally may be unethical in some circumstances. It may be wholly appropriate to exclude groups of people in other cases*  Normal visual functioning is required to complete the experimental tasks therefore, participants must have normal or corrected-to-normal vision. Participants which do not meet this requirement will be excluded.. |
| **D.3 How many participants will be recruited and how was the number decided upon?**  *It is important to ensure that enough participants are recruited to be able to answer the aims of the research. The number of participants should be sufficient to achieve worthwhile results but should not be so high as to involve unnecessary recruitment and burdens for participants. This is especially pertinent in research which involves an element of risk. Describe here how many participants will be recruited, and whether this will be enough to answer the research question.*  A sample size of 21 was used in the first experiment conducted by Belli and Fischer (2023), and a sample size of 26 was conducted in their second experiment. This study will aim for at least 30 participants for each experiment. |
| **D.4 Will the research involve any element of deception?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |   ***If yes, please describe why this is necessary and whether participants will be informed at the end of the study.***  Passive deception may be used in this study – keeping the independent variables and hypotheses hidden during the experiment. Hiding the true purpose of the study is necessary as experiments will investigate automatic or spontaneous responses and revealing that information would therefore destroy the purpose of the research. During a formal debrief, the true purpose of the study will be revealed to participants. |
| **D.5 Will informed consent be obtained from the research participants?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |   ***If yes, give details of how it will be done. Give details of any particular steps to provide information (in addition to a written information sheet) e.g. videos, interactive material. If you are not going to be obtaining informed consent you will need to justify this.***  Participants will be somewhat familiar with the experiment and have a basic outline from the SONA recruitment system before they sign-up to an appointment. To ensure informed consent, participants will be given a paper copy of the participant information sheet and given time to review its contents upon entering the lab. This document will explain what they are required to do and how their data will be handled. Participants will then be given the opportunity to ask questions and receive answers before proceeding with the study. There will be a standardised verbal explanation of the task requirements for all participants and exclusion criteria will be reiterated to ensure understanding. Participants will then be asked to sign the consent form.  ***If participants are to be recruited from any of potentially vulnerable groups, give details of extra steps taken to assure their protection. Describe any arrangements to be made for obtaining consent from a legal representative.***  N/A |
| ***Copies of any written consent form, written information and all other explanatory material should accompany this application****. The information sheet should make explicit that participants can withdraw from the research at any time, if the research design permits. Remember to use meaningful file names and version control to make it easier to keep track of your documents.* |
| **D.6 Describe whether participants will be able to withdraw from the study, and up to what point (e.g. if data is to be anonymised). If withdrawal is not possible, explain why not.**  *Any limits to withdrawal, e.g. once the results have been written up or published, should be made clear to participants in advance, preferably by specifying a date after which withdrawal would not be possible. Make sure that the information provided to participants (e.g. information sheets, consent forms) is consistent with the answer to D6.*  Participants will be able to withdraw at any point until the experimental task is complete. This will be explained on the participant information sheet and consent forms. After the experimental task is complete, it will be impossible to identify their data as no identifying data will be recorded. |
| **D.7 How long will the participant have to decide whether to take part in the research?**  *It may be appropriate to recruit participants on the spot for low risk research; however consideration is usually necessary for riskier projects.*  Between signing up to the study and actual participation in the study, participants can decide whether to take part in the experiment. This could range from a few hours to a few days. |
| **D.8 What arrangements have been made for participants who might have difficulties understanding verbal explanations or written information, or who have particular communication needs that should be taken into account to facilitate their involvement in the research?**  It is expected that all participants sampled from the university will have an overall IELTS score of 6.0 or be native English speakers and therefore will be able to fully understand their rights as research participants and the experimental task. |
| **D.9 Will individual or group interviews/ questionnaires discuss any topics or issues that might be sensitive, embarrassing or upsetting, or is it possible that criminal or other disclosures requiring action could take place during the study (e.g. during interviews or group discussions)?** *The information sheet should explain under what circumstances action may be taken.*   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   ***If yes, give details of procedures in place to deal with these issues.*** |
| **D.10 Will individual research participants receive any payments, fees, reimbursement of expenses or any other incentives or benefits for taking part in this research?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No |   ***If Yes, please describe the amount, number and size of incentives and on what basis this was decided.***  RPS course credit proportionate with the time taken to complete the study (i.e., 0.75 credit for 45 minutes participation). |

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| **PART E: RESEARCH INVOLVING HUMAN TISSUES OR MATERIAL (leave blank if not applicable)**  [**Please click here to access the University's SharePoint page on the Human Tissue Act.**](https://hullacuk.sharepoint.com/sites/FHSHumanTissueAct-Team) |
| **E.1 Will the research involve the use of any of the following?** (Mark with X as appropriate)   |  |  | | --- | --- | |  | Foetal material | |  | The recently deceased | |  | Cadavers | |  | Human bodily fluid | |  | Human tissue | |  | Human organs | |  | Human gametes | | Go to Section F if the research does not involve any of the above material. | |   **E.2 Will the material to be accessed be collected as part of this study or 3rd party accessed (E.g. material collected as part of another study or purchased)?**  If yes to 3rd party access, please provide details on appropriate consent for this use. |
| **E.3 What type of tissue or material will be collected?** |
| **E.4 How will the tissue or material be collected and who will do this?** |
| **E.5 How many samples will be collected?** |
| **E.6 How long will samples be stored?** |
| **E.7**  **Is the tissue or material considered relevant material under the Human Tissue Act 2006 (**[**HT Act relevant material**](https://hullacuk.sharepoint.com/sites/FHSHumanTissueAct-Team/SitePages/Relevant-Material-under-the-HTA.aspx)**)**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  |  | No |   **Do you require a regulatory licence to use or store this material?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  |  | No |   *All material is expected to be stored in line with the Human Tissue Authority storage expectations. Material to be used in* [*HTA recognised REC*](https://www.hta.gov.uk/guidance-professionals/regulated-sectors/research/research-faqs) *approved studies is not required to be stored under HTA licence. All other relevant material (e.g. material in long-term storage for future research, or material for projects with only University or Faculty level REC) must be stored under HTA licence.*    *Any research involving human material, whether considered material or not, must be registered within the* [*Human Biological Material Register (HBMR)*](https://hullacuk.sharepoint.com/sites/FHSHumanTissueAct-Team/SitePages/Human-Biological-Material-Register.aspx) *upon REC approval.* |
| **E.8 Do you have the appropriate Health and Safety procedures in place for the researchers to handle the samples?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  |  | No | |

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| **PART F: RESEARCH DATA** |
| **F.1 Explain what measures will be put in place to protect personal data. E.g. anonymisation procedures and coding of data. Any potential for re-identification should be made clear to participants in advance.**  Names and signatures of participants will be collected on hard-copy consent forms. Demographic and performance data will be anonymised at the point of collection and will not contain any identifying information. |
| **F2. What security measures are place to ensure secure storage of data at any stage of the research?**  Provide details on where **personal data** will be stored, any of the following: (mark with X all that apply)   |  |  | | --- | --- | |  | University approved cloud computing services | |  | Other cloud computing services | | X | Manual files | |  | Private company computers | |  | Portable devices | |  | Home or other personal computers (not recommended; data should be stored on a University of Hull server such as your G,T, X or Z: drive where it is secure and backed up regularly). |   Personal data in the form of hard-copy consent forms will be stored in a filing cabinet in a locked lab or office space accessible only to the research team.  Anonymous research data will be stored as digital files, backed up on One Drive (or other university-approved cloud storage adopted during the time-course of the project) on the networked lab PCs after each experiment has been completed. See DMP for further details.  **Please complete the simplified DMP by following the link below and attach as a word document in the appendices. Please use the extended DMP if you are submitting an IRAS application.**  <https://libguides.hull.ac.uk/researchdata/plan> |
| **F.3 Who will have access to participant’s personal data during the study?**  The research team. |
| **F.4 Where will the data generated by the research be analysed and by whom?**  The research team on university networked computers. |
| **F.5 Who will have access and act as long term custodian for the research data generated by the study?**  Dr Shane Lindsay will take primary responsibility, all named researchers (except the student researcher) above are contracted academic members of the university’s School of Psychology and Social Work and can take on responsibility if required. |
| **F.6 Have all researchers that have access to the personal data that will be collected as part of the research study, completed the University (or equivalent) data protection training?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | X | Yes |  |  | No | |
| ***It is mandatory that all researchers accessing personal data have completed data protection training prior to commencing the research.*** |
| **F.7 Will the research involve any of the following activities at any stage (including identification of potential research participants)?** (Select all that apply)   |  |  | | --- | --- | |  | Examination of personal records by those who would not normally have access | |  | Access to research data on individuals by people from outside the research team | |  | Electronic surveys, please specify survey tool: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  | Other electronic transfer of data | | X | Use of personal addresses, postcodes, faxes, e-mails or telephone numbers | |  | Use of audio/ visual recording devices (NB this should usually be mentioned in the information for participants) | |  |  | |
| **F.8 Are there any reasons to prevent or delay the publication of this research? E.g. Commercial embargoes, sensitive material.**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   If yes, provide details: |
| **F.9 Where will the results of this study be disseminated?** (Select all that apply)   |  |  | | --- | --- | | X | Conference presentation | | X | Peer reviewed journals | |  | Publication as an eThesis in the Institutional repository HYDRA | |  | Publication on website | | X | Public data repository (e.g. the Open Science Framework OSF.org.io) | |  | Other publication or report, please state: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  | Submission to regulatory authorities | |  | Other, please state: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. | |  | No plans to report or disseminate the results | |
| **F.10 How long will research data from the study be stored?**  Years  10+  Anonymous research data will be retained by the research team until publication, after which it may be made available to the public through an online repository (OSF) in line with the journal’s data archiving requirements. |
| **F.11 When will the personal data collected during the study be destroyed and how?**  Hard-copy consent forms will be destroyed by the PI upon completion of the project. All identifying personal emails of actual and possible participants will be deleted after the full data set for that experiment has been collected. |
| ***Researchers must comply with the General Data Protection Regulations that are live from May 2018.*** |

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| **PART G: CONFLICTS OF INTEREST** |
| **G.1 Will any of the researchers or their institutions receive any other benefits or incentives for taking part in this research over and above normal salary or the costs of undertaking the research?**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |   ***If yes, indicate how much and on what basis this has been decided*** |
| **G.2 Is there scope for any other conflict of interest?** *For example, could the research findings affect any ongoing relationship between any of the individuals or organisations involved and the researcher(s)? Will the research funder have control of publication of research findings?*   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |     ***If so, please describe this potential conflict of interest, and outline what measures will be taken to address any ethical issues that might arise from the research.*** |
| **G.3 Does the research involve external funding?** (Tick as appropriate)   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Yes |  | X | No |     ***If yes, what is the source of this funding?*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **PART H: TRAINING** |
| Please provide details of any training required to conduct this research by any member of the research team.  All members of the research team (except the student researcher) are trained psychology academics. They will be able to assist the student researcher when further training is required. |

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| **PART I: DECLARATIONS** |
| **Declaration by Principal Investigator**  1 The information in this form is accurate to the best of my knowledge and belief.  2. I take full responsibility for the information I have supplied in this document.  3. I undertake to abide by the University’s ethical and health and safety guidelines, and the ethical principles underlying good practice guidelines appropriate to my discipline.  4. I will seek the relevant School Risk assessment/COSHH approval if required.  5. If the research is approved, I undertake to adhere to the project protocol, the terms of this application and any conditions set out by the Faculty Research Ethics Committee.  6. Before implementing substantial amendments to the protocol, I will submit an amendment request to the Faculty Research Ethics Committee seeking approval.  7. If requested, I will submit progress reports.  8. I am aware of my responsibility to be up to date and comply with the requirements of the law and relevant guidelines relating to security and confidentiality of participants or other personal data, including the need to register when necessary with the appropriate Data Protection Officer.  9. I understand that research records/data may be subject to inspection for audit purposes if required in future.  10. I take full responsibility for the actions of the research team and individuals supporting this study, thus all those involved will be given training relevant to their role in the study.  11. By signing the validation I agree that the Faculty Research Ethics Committee, on behalf of the University of Hull, will hold personal data in this application and this will be managed according to the principles established in the Data protection Act (1998).  **Sharing information for training purposes:** Optional – please mark with X as appropriate:   |  |  | | --- | --- | |  | I would be content for members of other Research Ethics Committees to have access to the information in the application in confidence for training purposes. All personal identifiers and references to researchers, funders and research units would be removed. |   **Principal Investigator**  Signature of Principal Investigator:    Print name: Dr Shane Lindsay Date: (dd/mm/yyyy): 26/09/2024 |

<mailto:>**Remember to include any supporting material** such as your participant information sheet, consent form, interview questions and recruitment material with your application. Version control should be adopted to include the version number and date on relevant documents in the appendices.

**PIS, Consent and Debrief sheets provided in separate file to preserve document formatting (UoH logo, version numbers etc.).**

Please submit your form **by email** to [**FHS-ethicssubmissions@hull.ac.uk**](mailto:FHS-ethicssubmissions@hull.ac.uk)

**Simplified Data Management Plan**

|  |  |
| --- | --- |
| **Date** | **01/10/24** |
| **Researcher(s)** | Dr Shane Lindsay, Dr Paul Skarratt Dr Bethanie Richards, Timothy E. Roberts |
| **Project title** | The Influence of Respiratory Cycles on Visuo-Spatial Attention and Cognitive Processing |
| **Brief description** | This project investigates the interaction between the respiratory cycle and visuo-spatial attention through a series of lab-based psychological experiments which produce primarily digital and anonymous data. |

**What data will be acquired or created, in what format?**

Data will take two forms:

1. Hard-copy consent forms. These will contain personal data in the format of names and signatures of participants only.
2. Digital anonymous research data. This will consist of basic demographic data (e.g., gender; age; handedness) and data relating to performance on a computer-based task (accuracy to detect the presence of a stimulus and reaction times).

**How will data be documented and described?**

1. Requires no documentation / explanation.
2. Raw data for each participant will be aggregated and stored in a master .csv file containing sample-level data for each experiment. As displayed in Excel, each row will contain individual lines of data (e.g., individual keypress responses per experimental trial), and these are coded according to the variables contained within the experiment. Experimental variables will be documented in column-headings, accompanying experimental task scripts and, if necessary, described in a separate text file.

**How will data be structured and stored?**

1. Stored in hard-copy in a filing cabinet in a locked Psychology lab-space or office, accessible only to the immediate research team.
2. Stored as digital files. Files are named as an abridged version of the experiment name and sample size, folders are named according to the name of the experiment and linked to a directory containing other files and folders relating to the same line of work. This directory will be a shared folder among the research team.

**What is your data backup strategy?**

1. N/A
2. A directory-level copy, containing raw and aggregated research data files for each experiment, will be backed up on One Drive (or other university-approved cloud storage adopted during the time-course of the project) on the networked lab PCs after each experiment has been completed.

**Do you need ethical approval for your data collection and storage?**

FHS research ethics application -- no issues of concern identified (see submitted ethics application).

**Should the data be retained after the project, and where?**

1. Destroyed upon completion of the project.
2. Anonymous research data will be retained by the research team until publication, after which it may be made available to the public through an online repository (OSF) in line with the journal’s data archiving requirements.

**Who is the long term custodian of your data?**

Dr Shane Lindsay will take primary responsibility, though all the named researchers above (except the student researcher) are contracted academic members of Psychology who can take on responsibility if necessary.

**Who can provide advice and support for your data management needs?**

No support required, beyond standard IT support for university cloud storage.