

### **The Case:**

Ricardo works for the records department of his local government as a computer records clerk, where he has access to files of property tax records. For a scientific study, a researcher, Beth, has been granted access to the numerical portion “but not the corresponding names” of some records

Beth finds some information that she would like to use, but she needs the names and addresses corresponding with certain properties. Beth asks Ricardo to retrieve these names/addresses, so she can contact these people for more information and for permission to do further study.

- If Ricardo is not responsible for determining allowable access, should he release the names and addresses
  - Ricardo has no right to relinquish this data. Even if he had the capability or authority, there has still been no permission from the user for information retrieval and use. They would have to have checked a box stipulating the use of their data is study and the potential to be contacted. There is no indication of this
  - There is no permission from the individuals and therefore there is no grounds to even be contacted.
  - This would be a violation of GDPR
- Suppose Ricardo were responsible for determining allowable access to the files. What ethical issues would be involved in his deciding whether to grant access to Beth?
  - No this would violate GDPR as no permission has been given from the users
- Should Beth be allowed to contact the individuals involved? That is, should the Records department release individuals' names to a researcher? What are the ethical issues for the Records department to consider
  - Beth should not even have access to this data and would have no ground to even contact the individuals as she has no consent from the user herself
- Suppose Beth contacts the individuals to ask their permission, and one-third of them respond by giving permission, one-third deny permission and one-third do not respond. Beth claims that at least one-half of the individuals are needed to make a valid study. What options are available to Beth?

Personal data should not be kept for longer than necessary and must be sufficiently secured as per GDPR or regional policy or legislation

Do not collect personal data unless explicitly required

1. Generally the desired information is demographic and broad, individual identifiable information is generally irrelevant. This is social demographic data where data is anonymized, lifting the constraints of GDPR
  - a. What is the focus of your research
  - b. Only get the data you need
  - c. There is almost no reason for personal data in computing
2. Recruiting Participants
  - a. Two documents
    - i. Participant Information Sheet (PIS)

- ii. Consent Form - as easy to withdraw as consent (if they submitted via email, they should be able to withdraw via email)
  - b. Selection criteria - will these be unbiased and lead to a reasonable cross-section
  - c. Is there deception involved - part of research to gauge reaction, etc
  - d. Carers or guardians?
  - e. Will there be a financial incentive?
3. Interview and Survey Methods
- a. What tools will you be using?
    - i. Qualtrix is very good and included with tuition