

RESEARCH PROTOCOL

1. Project Title: e.g., “Interviews and Observations of <kind of potential users to be studied>”. Surveys, Interviews, and Observations of University of Toronto Students and On-Campus Food Vendors

2. Investigators:

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3. Purpose:

The purpose of our research is to understand University of Toronto students and on-campus food vendors to help us derive requirements for the design of novel interactive computational media that are intended to be useful to these potential users.

A brief description of our design problem is:

Students are unable to reliably plan where to eat on campus because information such as menus, wait times, opening hours, payment methods, food photos, and reviews is unclear or inaccurate.

4. Process to be followed:

We will brief the participants about the purpose of the study, explain the consent form to them, and ensure that they sign the consent form.

We will then engage the participants in short questionnaires (approximately 3–5 minutes) and semi-structured interviews (approximately 10–15 minutes) with on-campus students, off-campus students, and on-campus food vendors / food truck staff.

We will also, with their permission, make observations near dining halls and food trucks to observe real dining behaviors, wait times, and decision-making in context.

5. Participant selection:

Participants will be University of Toronto students (on-campus/off-campus, meal plan/non-meal plan) and on-campus food vendors / food truck staff (owners or employees). Questionnaire participants will be recruited through open distribution to UofT students who have recent on-campus dining experience (convenience sampling; no additional selection beyond eligibility). Interview and observation participants will be recruited through in-person outreach and selected to ensure coverage of key stakeholder groups (e.g., on-campus vs. off-campus students, and vendors). In general, student participants are between 18–25 years old, and vendor participants are staff or owners working at on-campus dining locations.

6. Relationships:

We have no prior relationship with participants.

7. Risk and benefit: There will be minimal risk to the participants, for example that they feel that they have wasted their time. The only benefit will be to contribute to the education of the

investigators. Participants are free to withdraw before or at any time during the study without the need to give any explanation.

8. Consent details: We will brief the participants about the purpose of the study, and explain the **attached consent form** to them, and ensure that they consent to participate and sign the consent form.

9. Compensation: Participants will receive no compensation.

10. Information sought: The information to be sought is described in the attached questionnaire, interview protocols, and observation guide.

11. Confidentiality: Information will be kept confidential by the investigators. Names or other identifying or identified information will not be kept with the data. The only other use will be to include excerpts or copies in the assignment submitted, but names and other identifying or identified information will not be submitted.

CONSENT FORM – TEMPLATE

To assist you, a Consent Form template is provided here. You should follow it closely filling in the <details relevant to your project>.

Consent Form: Formative Research on UofT On-Campus Dining Experience

I hereby consent to participate in a research study conducted by University of Toronto CSC318 students for an assignment in University of Toronto Computer Science 318, Design of Interactive Computational Media.

I agree to participate in this study, the purpose of which is to understand student and vendor experiences with on-campus dining in order to inform design requirements for improving campus dining services.

I understand that

The procedures to be used are completing a short questionnaire, participating in a semi-structured interview, and/or being observed in dining environments.

I will receive no compensation for my participation.

I am free to withdraw before or any time during the study without the need to give any explanation.

All materials and results will be kept confidential, and, in particular, that my name and any identifying or identified information will not be associated with the data.

PARTICIPANT

Name (please print) _____

Signature _____

Date _____

INVESTIGATOR(s)

Name _____ Signature _____

