**Appendix F**

**Peter Michalski**

**Masters Candidate in Computing and Software**

**State of Practice of {domain} Software**

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**E-mail Subject line:** McMaster Study – State of Practice of {domain} Software Follow-Up Email

Hi {software package contact},

I am a graduate student with a research group at McMaster University in Hamilton, Canada. I am following up an email that I had sent to you two weeks ago regarding an invitation to participate in a research study, which I am completing as a requirement of the Master of Engineering degree.

The purpose of this study is to conduct a current state of practice analysis of software in a scientific computing domain for the purpose of understanding quality and assisting in the future development of such software. One of the domains is {software domain}.

We have selected {software package name} to be part of a list of (30) {software domain} packages that we have identified for analysis. These packages were selected because they are open source and fit our desired scope, usage, and age criteria.

Participation in this study will involve a one-to-one semi-structured interview between a member of our research group and a lead developer of {software package name}. The interview will be conducted using Microsoft Teams. The purpose of this interview will be to gather qualitative data regarding the development of {software package name}. The video-conference interview would include roughly 20 questions that focus on the software development process and the development group. The interview should not take longer than 90 minutes.

I have attached a copy of the letter of information with full details about the procedure of the research and potential benefits and risks. If you choose to participate in the study, please let me know by responding to this email.

Your personal confidentiality would be maintained and all qualitative data that we gather will be aggregated among all participants prior to the release of our findings.

If you choose to participate in the study, please know that you can rescind your consent at any time prior to the analysis of our findings.

Please let me know if I should be sending this request to a different person or email account associated with {software package name}.

Please let me know if you have any questions, I look forward to hearing from you.

I will not be sending any further follow-up emails.

This study has been reviewed and cleared by the McMaster Research Ethics Board. If you any have concerns or questions about your rights as a participant or about the way the study is being conducted you can contact:

The McMaster Research Ethics Board Secretariat

Telephone: (905) 525-9140 ext. 23142

c/o Research Office for Administration, Development and Support (ROADS)

E-mail: [ethicsoffice@mcmaster.ca](mailto:ethicsoffice@mcmaster.ca)

Thank you,

{Student Investigator Name}

Masters Candidate in Computing and Software

Department of Engineering

McMaster University, Hamilton Ontario

{Student Investogator Email}

Spencer Smith

Associate Professor, Computing and Software

Department of Engineering

McMaster University, Hamilton Ontario

smiths@mcmaster.ca

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*Peter Michalski - Email Recruitment Script Follow-Up [Feb.11,2021]*