**Campus Food Delivery**

**Information Sheet**

Thank you for your interest in taking part in this questionnaire. This information sheet provides details about the questionnaire, why the research is being conducted, what participating would mean for you and how I/we will use the information you provide.

**Purpose of the research**

We intend to create a meal delivery app to enable students and staff to search and order a range of different food and drink options from campus based catering.

During the Covid-19 pandemic meal delivery apps have seen a huge increase in users as takeaway food becomes prevalent and students are forced to stay in their accommodation.

It is part of the HC1 module for Undergraduate Computer Science

**Your participation**

You need to be a current student or member of staff to participate in this research activity.

Your participation is completely voluntary. If you are no longer interested in taking part, please let us know so we can try to recruit someone else instead.

You are free to withdraw at any time, without having to provide a reason and without any negative consequences. If you wish to withdraw your data within a period of up to one week after participation, you can do so by contacting the researchers (see below).

**The questionnaire group itself**

* Participants will be briefed on how their data will be used before taking the questionnaire
* Participants will fill out a questionnaire on their takeaway habits and evaluate our food delivery prototype
* What data will be collected
* The questionnaire should take approximately 5-10 mins
* If there will be any follow up activity and what this will entail
* Are there any possible disadvantages or risks from taking part
* What are the possible benefits of taking part
* Whether the activity will involve any observation

Participants will have the opportunity to ask any questions at the end of the session, participants can also email us at: tcp510@york.ac.uk

[Make clear whether they will be compensated for their time e.g., “After the session, you will receive a £10 voucher to thank you for your participation in the study”.]

**What will happen to your information**

Any personal information, such as name or email, will be kept confidential and stored separately from the data set. The data will be anonymised, so you will not be directly identifiable from any reports or publications.

In accordance with data protection law, the University of York is the Data Controller for this project. This means that the University are responsible for making sure your personal information is kept secure, confidential and anonymous. The University will also ensure that the information is only used in the way you have been told it will be used. Your information will only be accessible in its original form to my student team **[student(s) name(s)]**, and our lecturer **[lecturer(s) name(s)]**.

Information from this study will be stored on University of York’s cloud storage systems. The University’s cloud storage solution is provided by Google, which means that data can be located at any of Google’s globally spread data centres. The University has data protection compliant arrangements in place with this provider (see <https://www.york.ac.uk/it-services/google/policy/privacy/>). The University processes personal data for research purposes under Article 6 (1) (e) of the General Data Protection Regulation (GDPR). The data will be kept until the final marks are formally approved for the module.

If you have concerns about how your information is being processed, please contact the University’s Data Protection Officer at [dataprotection@york.ac.uk](mailto:dataprotection@york.ac.uk). If you are concerned about the way in which the University has handled your personal data, you have a right to lodge a complaint to the Information Commissioner’s Office (Tel: 0303 123 1113, see [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns) for more information).

**What if I have any questions?**

You are very welcome to ask any questions you have about this research, at any stage before, during or after the study. You can contact me Tom Pollak at [tcp510@york.ac.uk](mailto:tcp510@york.ac.uk) or my supervisor, **[lecturer/supervisor name, and email]** with any questions or concerns about this study.