**Participant Information Sheet**

**Study Title**: Interference problems in English <-> Thai translation: A case study in Thai translation classrooms

**Researcher**: Miss Benjawan Tipprachaban

**ERGO number:** 45854

You are being invited to take part in the above research study. To help you decide whether you would like to take part or not, it is important that you understand why the research is being done and what it will involve. Please read the information below carefully and ask questions if anything is not clear or you would like more information before you decide to take part in this research. You may like to discuss it with others but it is up to you to decide whether or not to take part. If you are happy to participate you will be asked to sign a consent form.

**What is the research about?**

My name is Benjawan Tipprachaban. I am an English teacher of the English Programme, Faculty of Humanities and Social Sciences, Suratthani Rajabhat University. I took a study leave to pursue a doctorate degree two years ago. My study is fully funded by Suratthani Rajabhat University. I am now working on my PhD research project in which I am required to come back to Thailand in order to collect the data by teaching a Translation module for a semester. Accordingly, I am your teacher for this English-Thai Translation module. The project is about investigating linguistic errors in translation and finding ways to reduce them using different teaching methods.

**Why have I been asked to participate?**

The potential participants for the study are university students who study Translation. Accordingly, you meet the requirement.

**What will happen to me if I take part?**

The research is carried in normal classrooms but in this research context the students are divided into two groups. Each of the groups will be taught English-Thai translation and one of the groups will be using the textbook ‘Introduction to translation by *Ajchara Laisattruklai*’. The other group will be using translation materials designed for this research project. The study will continue for a semester in your normal time schedule.

**Are there any benefits in my taking part?**

If you take part in this research project you may to some extent, contribute to helping teachers identify more effective ways of teaching Thai-English translation and improving second language acquisition and translation generally in Thailand as the outcomes could be generalised to students of the same level in Thailand.

**Are there any risks involved?**

Risks in taking part in this project could (not necessarily) be stress because it is 4-hour class. However, in each session, a 20-minute break is allowed.

**What data will be collected?**

The collected data are as followed:

1) The Consent form and the Participant Information Sheet

2) The questionnaire

3) Name and Surname – as all students are taking a module so they have to be graded. However, in the research, these identifiable data will be replaced with number so the participants cannot be traced their identity.

4) English level – all students are to provide their English level according to CEFR to ensure homogeneity in the study.

5) The pre-tests and the post-tests, which are the main materials for evaluating students’ translation progression.

6) The translations produced during the discussion groups, the researcher will record these by making notes when the representative of each group is asked to come forward and write their translation on the blackboard. What the researcher will take notes is the translated item from each group only in order to see how different each group translates the item. I will not be recording any discussion that students have, only the final translation on each item will be recorded.

The university laptop the researcher was provided since the first year of the study will be used for the data collection. The university network will be accessed through Global Protect. The consent forms and the Participant Information Sheet will be scanned and stored on the University of Southampton computer network in a password-protected file and shared with the supervisor on Dropoff. The files that keep students’ names and numbers and that are linked to the identifying number will be stored on the University of Southampton computer network in a password protected file. The research data will be stored in a separate password-protected file. The hard copies of the consent forms and the Participant Information Sheet will be kept in a locked filing cabinet. The note-taking data from each week will be kept in a notebook which will be stored in a locked filing cabinet. If they are required by other research team, they will be transformed into electronic data and kept on the university computer network and shared on Dropoff. All the research data in electronic files will be stored on the University of Southampton computer network in a password protected file. Thereby, it can be ensured that only the research team (including the researcher’s supervisors and the assessors) can access the data.

**Will my participation be confidential?**

Your participation and the information we collect about you during the course of the research will be kept strictly confidential.

Only members of the research team and responsible members of the University of Southampton may be given access to data about you for monitoring purposes and/or to carry out an audit of the study to ensure that the research is complying with applicable regulations. Individuals from regulatory authorities (people who check that we are carrying out the study correctly) may require access to your data. All of these people have a duty to keep your information, as a research participant, strictly confidential.

In the first week, you will be assigned a number which will be used as your identity. You will not put your name on any documents you are asked to complete, only the assigned number is required. As a consequence, your participation is confidential. You will be asked to do the pre-tests, to sign the consent form and the participant information sheet. All these documents will be stored on the University of Southampton computer network in a password-protected file. The hard documents will be kept in a locked filing cabinet; only the research team can access them.

**Do I have to take part?**

No, it is entirely up to you to decide whether or not to take part. If you decide you want to take part, you will need to sign a consent form to show you have agreed to take part.

**What happens if I change my mind?**

You have the right to change your mind and withdraw from the study at any time across the semester without giving a reason. You can withdraw from the research study at any point, while remaining on the course and without the grades on the course being affected in any way. You can withdraw by informing the researcher. Another information is that you are allowed to freely move between either of the teaching groups within two weeks after the intervention starts. If you wish to switch classes after the second week, you will need to withdraw from the study according to common practice at the university.

**What will happen to the results of the research?**

Your personal details will remain strictly confidential. The research findings made available in any reports or publications will not include information that can directly identify you without your specific consent. In addition, if you would like a summary of the findings when the study is complete you can send me your email address.

**Where can I get more information?**

You can ask the researcher directly in class or by email bt1e16@soton.ac.uk

**What happens if there is a problem?**

If you have a concern about any aspect of this study, you should email the RGO team rgoinfo@soton.ac.uk).

**Data Protection Privacy Notice**

The University of Southampton conducts research to the highest standards of research integrity. As a publicly-funded organisation, the University has to ensure that it is in the public interest when we use personally-identifiable information about people who have agreed to take part in research. This means that when you agree to take part in a research study, we will use information about you in the ways needed, and for the purposes specified, to conduct and complete the research project. Under data protection law, ‘Personal data’ means any information that relates to and is capable of identifying a living individual. The University’s data protection policy governing the use of personal data by the University can be found on its website (<https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page>).

This Participant Information Sheet tells you what data will be collected for this project and whether this includes any personal data. Please ask the research team if you have any questions or are unclear what data is being collected about you.

Our privacy notice for research participants provides more information on how the University of Southampton collects and uses your personal data when you take part in one of our research projects and can be found at <http://www.southampton.ac.uk/assets/sharepoint/intranet/ls/Public/Research%20and%20Integrity%20Privacy%20Notice/Privacy%20Notice%20for%20Research%20Participants.pdf>

Any personal data we collect in this study will be used only for the purposes of carrying out our research and will be handled according to the University’s policies in line with data protection law. If any personal data is used from which you can be identified directly, it will not be disclosed to anyone else without your consent unless the University of Southampton is required by law to disclose it.

Data protection law requires us to have a valid legal reason (‘lawful basis’) to process and use your Personal data. The lawful basis for processing personal information in this research study is for the performance of a task carried out in the public interest. Personal data collected for research will not be used for any other purpose.

For the purposes of data protection law, the University of Southampton is the ‘Data Controller’ for this study, which means that we are responsible for looking after your information and using it properly. The University of Southampton will keep identifiable information about you for 10 years after the study has finished after which time any link between you and your information will be removed.

**Thank you**