**Participant Information Sheet**

**Study Title**: Interference problems in English <-> Thai translation: a study of Thai translation students

**Researcher**: Miss Benjawan Tipprachaban

**ERGO number:** 45854

As you are a participant of the study, you are being invited to take part in the questionnaire and the interview (some of you for the latter). 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 which took place last semester and you were the participants. Now, it is the time for you to reflect the teaching sessions you received last semester. You are being invited to complete a questionnaire and an interview. The questionnaire and the interview are about exploring your opinions on the teaching sessions.

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

Because you are the participants of the study.

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

You will be asked to complete a questionnaire (in Thai) in class which takes about 20 minutes and some of you will be asked to do an interview (in Thai) which lasts no longer than 10 minutes.

**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 final outcomes could be generalised to students of the same level in the country.

**Are there any risks involved?**

Risks in taking part in this project could (not necessarily) be slight anxiety regarding the interview as it is audio recorded.

**What data will be collected?**

The collected data are as followed:

1) The Consent form

2) The questionnaire

3) The interview which will be audio 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 will be scanned and stored on the University of Southampton computer network in a password-protected file and shared with the supervisor on SafeSend. 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 will be kept 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 SafeSend. 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 (the researcher’s supervisors, and the assessors<including the second marker>) 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.

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.

**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**