[Sleep Quality and the Self: A Daily Diary Study]

Participant Information Sheet

*Researcher:* ***James W. Butterworth***

*Date:* ***08/03/2021***

*Version Number:* ***07***

*ERGO number:* ***60427***

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, simply select the box at the bottom of this page to indicate your consent.

**What is the research about?**

The present research is a Doctoral research study and is being conducted as part of a PhD candidature with the University of Southampton. The aim of this research is to explore the relationship between behavioural changes and changes in subjective sleep quality. For example, how does self-administered self-compassion effect your quality of sleep? How does consistent behavioural changes effect your sleep quality and self concepts in the long-term. Importantly, as these aspects of your personality and behaviour are dynamic, this research will observe how this relationship changes over time. Research in this field is limited; prior literature has focused primarily on few constructs of the self, or explored this association indirectly, or not at all. The research at hand aims to build on past research by the same investigators, in order to provide invaluable insight into the field of psychology. This research will lead the way in investigating the relationships between sleep quality and a multitude of identity and self-related concepts. This research is funded by the University of Southampton.

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

You have been asked to participate because you are over the age of 18 and are a fluent English speaker. Your participation is optional and will provide valuable data for this research to utilise. You must not have completed any prior research related to the Sleep Quality and The Self study

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

Your participation consists of completing a very brief questionnaire **every day for 10 days**. This will act as a "daily diary" from which we can record changes in your sleep quality, personality traits, and general wellbeing. In addition to this, we ask that you **make a conscious effort to show self-compassion throughout your day**. This could be forgiving yourself for being rude to a waitress; reciting some kind words to yourself; or making extra time in the day for yourself. You may find it useful to keep a “self-compassion journal” in which you spend a few minutes every day expressing kindness, common humanity, and understanding towards yourself. You may choose to find somewhere quiet and write a paragraph in a personal diary or close your eyes and reflect on these behaviours, or regularly remind yourself to be forgiving and supportive towards yourself.

**Each day**, you will be sent a new questionnaire to complete; you will be sent a total of **10 questionnaires**. Each days' questions should take no more than 3 minutes to complete. The questionnaires will consider various aspects of your subjective sleep quality, and various constructs of the self. We ask that you answer every question, and answer with full honesty. Please try to complete each questionnaire at the same time every day, and this should be after your final meal of the day and before you go to sleep. You can complete the questionnaire on any device that has internet access (mobile phone / computer). No contact details will be recorded, as there is no requirement for follow up participation. On Day 1, you will also complete some additional questionnaires before the set questionnaires for Day 1. These are simply questions about demographic material; you will only complete these once. **Please try your best to follow the instructions that ask you to show self-compassion throughout your day**.

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

Your participation will provide invaluable data aiding the research into these variables of social psychology. Based upon the improved understanding of these constructs, future research may build on the findings of the present study in order to develop significant results. Completion of this study will also result in reimbursement to yourself in the amount of up to **£4**. Due to the nature of the study, you will be paid for each individual survey: completion of each survey will gain you **£0.30**. If you successfully complete every survey, you will be rewarded a **bonus £1**.

**Are there any risks involved?**

There are no significant risks involved in this study beyond those you would encounter in everyday life. Some of the questions may ask you to think about personal or sensitive topics and although we have tried to ensure that the study does not cause distress some people may experience temporary feelings of negative emotion. If participating in this study raises any issues for you, we recommend that you contact one of the following resources: UK participants: find a counsellor at www.bacp.org Worldwide: www.allaboutcounseling.com.

**What data will be collected?**

Basic demographic data will be recorded (gender / age / ethnicity / etc); although no personal information will be recorded (name / address). When you sign up to the study, you will automatically provide your university email address; this will only be used to distribute our survey to you and will not be linked in any way to your recorded responses. The questionnaires incorporated into this study will regard various aspects of your sleep nature, personality traits, and wellbeing. All data will be kept confidential and maintained in accordance with the University of Southampton’s Data Management Policies. Data will be encrypted, and password protected, although all data is non-identifiable to the participant.

**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 data may be uploaded to an open access website, although no data traceable to the participant will be included (e.g. university email address). You will be required to sign a consent form to indicate your willingness to participate, and all data and documentation will be stored securely; electronic data will be encrypted, and password protected and any other relevant security processes. Only the lead researcher (James W. Butterworth) and the co-researcher of this project will have access to the data.

**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 before you begin 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 at any time without giving a reason and without your participant rights being affected. Should you wish to withdraw from the study during the process, simply do not open any further questionnaires sent to you. It would also be wise to inform the researchers that you have opted to withdraw from the study. As the data is being collected via online means, any data recorded by the time you withdraw may be maintained and used for the purposes of achieving the objectives of the study only. Contact details of the researcher are available on this information sheet and will also be available at the end of the questionnaire, in case you have any queries, questions or issues.

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

Your personal details will remain strictly confidential. Research findings made available in any reports or publications will not include information that can directly identify you without your specific consent.

**Where can I get more information?**

You may contact the research team: James W. Butterworth ([jb1c19@soton.ac.uk](mailto:jb1c19@soton.ac.uk)) and/or Nicholas J. Kelley ([n.j.kelley@soton.ac.uk](mailto:n.j.kelley@soton.ac.uk)).

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

If you have a concern about any aspect of this study, you should speak to the researchers who will do their best to answer your questions: [jb1c19@soton.ac.uk](mailto:jb1c19@soton.ac.uk). If you remain unhappy or have a complaint about any aspect of this study, please contact the University of Southampton Research Integrity and Governance Manager (023 8059 5058, [rgoinfo@soton.ac.uk](mailto:rgoinfo@soton.ac.uk)). Also, we have tried to ensure that the questions in this study do not cause any distress. However, it is not uncommon to experience some anxieties or concerns when completing questionnaires about emotions, and support is available. If participating in this study raises any issues for you, we recommend that you contact one of the following resources: UK participants: find a counsellor at www.bacp.org Worldwide: www.allaboutcounseling.com.

**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.

To safeguard your rights, we will use the minimum personal data necessary to achieve our research study objectives. Your data protection rights – such as to access, change, or transfer such information - may be limited, however, in order for the research output to be reliable and accurate. The University will not do anything with your personal data that you would not reasonably expect. If you have any questions about how your personal data is used, or wish to exercise any of your rights, please consult the University’s data protection webpage (<https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page>) where you can make a request using our online form. If you need further assistance, please contact the University’s Data Protection Officer ([data.protection@soton.ac.uk](mailto:data.protection@soton.ac.uk)).

**Thank you.**

--------------------------------------------------------------------------------------------------------------------------

**Consent**

I certify that I am 18 years or older.

I have read and understood the information sheet and I give consent to participate in the above described research.

I understand my participation is voluntary and I may withdraw anytime without my participation rights being affected.

I understand that should I withdraw from the study then the information collected about me up to this point may still be used for the purposes of achieving the objectives of the study only.

I give permission for the data that I provide to be held by the researcher(s) (James W. Butterworth) and potentially deposited to Open Access platforms as described in the participant information sheet so it can be used for future research and learning.

|  |
| --- |
| **Please check this box to indicate that you consent to take part in this study** |