

Participant Information Sheet

Study Title: Exploring the learning processes involved during writing.

Researcher: Amy Peters

ERGO number: 53981.A1

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 Amy Peters, and I am a PhD Education student at the University of Southampton. This research is for the first study of my PhD. The study aims to explore the learning effects that occur during writing.

Why have I been asked to participate?

You have been asked to participate as you are over the age of 18 and have seen the study advert.

What will happen to me if I take part?

Should you agree to take part in this study, you will first be required to complete an initial questionnaire where you will fill out some demographic information and complete a questionnaire about your beliefs about writing. This stage will take you about 15 minutes to complete. You will then receive an email with information about the next part of the study and an online link to begin Part 2. Part 2 will take you around 45 minutes to complete. You will be asked to read a text passage and carry out some writing activities about this text, as well as answering some questions about your understanding of the text. You will receive information about Part 3 of the study by email. This final part will take place two days after Part 2 and will take you 25-30 minutes to complete. You will be asked to answer some test questions about the text passage and about your understanding.

Are there any benefits in my taking part?

There are no direct benefits to you as the participant. However, the study will contribute to our current understanding of the learning processes that occur during writing.

Should you complete all three parts of the study, you will be entered into a draw to win one of four £50 Amazon voucher prizes.

Psychology students at the University of Southampton can also receive 12 course credits for participation in all three parts of the study.

Are there any risks involved?

There are no risks of participating in this research outside of what you typically experience in everyday life.

What data will be collected?

The data collected includes demographic information (age, gender, language and student status), your responses to the questionnaire about your beliefs about writing, your responses to questions about your understanding of the text, your responses to the writing activities, and your responses to the test questions. The data will be stored separately from your email address (which will be used to contact you about Part 2 and 3 of the study, and if you are a winner of the prize draw) in a password-protected file. The file containing your email address will be deleted once data collection has ended (by the end of June 2021) and winning participants have been contacted.

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. Data will be stored electronically in a password-protected file.

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 check a box to consent on the online survey 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 during the study without giving a reason and without your participant rights being affected. Once data collection is complete (by the end of June 2021), the file containing your email address will be deleted and data will be anonymised, and therefore, at this stage, your data can no longer be withdrawn.

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.

The results of this study will be written up as part of a PhD thesis and may also be written up for publication. If you wish to receive a copy of the results, please contact the researcher.

Where can I get more information?

If you would like more information or have any questions, please contact Amy Peters at A.Peters@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. Please contact Amy Peters at A.Peters@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).

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/legal/services/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/Is/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 data for this study will be anonymised, and therefore cannot be traced back to you as the participant.

Thank you for taking the time to read this information sheet and considering to take part in this research.