

TEMPLATE 201.7

Informed Consent for On-Line Surveys

Instructions for researchers - Ensure that all of the following information is covered in the preamble to on-line surveys. If this text is used verbatim, the RED text should be replaced with details that are specific to the project. Researchers need to be aware that this preamble is designed for an anonymous survey design, where no direct identifiers are collected from participants. Please amend as appropriate for your study.

All on-line surveys should be pre-tested so that the description of the time and effort required to complete the survey is described as accurately as possible at the outset of the survey.

If an on-line survey is part of a project that is to be reviewed by the ECU-REB, the survey questions must be included in the ECU-REB application. For more information, contact ethics@ecuad.ca .

Use of the Emily Carr University logo must conform to the Emily Carr Identity and Brand Standards Manual, <http://www.ecuad.ca/about/media/graphics/standards> .

Informed Consent for On-Line Surveys

Project Title: [Insert Title]

Principal Investigator:

[Insert name, status/role e.g. professor, faculty supervisor]

Other Researchers:

[Insert names, status/role]

Faculty of [Insert Dept Name]

Faculty of [Insert Dept Name]

Emily Carr University of Art and Design

[Phone number and extension; optional - email address]

Emily Carr University of Art and Design

[Phone number and extension; optional - email address]

INVITATION & PROJECT DESCRIPTION You are invited to participate in an on-line survey that is part of a research study at Emily Carr University. The purpose of the [insert title] research study is [insert purpose statement and brief project description.] If you are [list age or other selection criteria] you are welcome to participate in this survey.

WHAT'S INVOLVED This survey consists of [#] questions and is expected to take approximately

[describe the anticipated time and effort required to complete the survey.]

Your participation in this on-line survey is voluntary. You may choose to answer as many questions as you wish, or stop at any time. By answering the questions in the survey, you are agreeing to participate. There will be no negative consequences if you choose not to complete the survey. The survey asks for no direct identifiers and all the data collected will be kept confidential. The information that you provide will be summarized, in an anonymous format. It is possible, though unlikely, that you may be identifiable through the information that you provide. Raw data collected in this survey will be kept in secure storage at Emily Carr University for five years following the conclusion of this study, after which time it will be destroyed.

[If the research project requires identifiable information to be collected through an on-line survey, the researcher must contact the ECU-REB for assistance with the informed consent process and measures to ensure security of the confidential data.]

SURVEY RESULTS Results of this study may be published in [select from among: reports, professional and scholarly journals, students' theses, internet archives, and/or presentations to conferences and colloquia]. In any publication, the data will be presented in aggregate forms. Study results will be available by [include information about whom to contact, how to contact them and when the feedback will be available. If feedback will be published on a website or in an organization's newsletter, provide an url and anticipated date of publication.]

[If the researcher is not certain of the location of the server upon which the data is stored, or if the survey participants are located in the US, include the following information:] In the event that your survey responses are processed and stored in the United States, you are advised that its governments, courts, or law enforcement and regulatory agencies may be able to obtain disclosure of the data through the laws of the United States.

If you have any further questions concerning this research, please do not hesitate to contact the researchers listed above.

This survey has been approved by the Emily Carr University Research Ethics Board [insert ECU-REB# here] as of [insert date of full ECU-REB approval here].