

Please use this form to describe how your research project will use human participants. Attach the completed form to your IRB Application Form. *Please type your responses (Word document) or use ink (PDF)*

1. Abstract / Project Summary:

Summarize your proposed research project, using non-technical language that can be understood by non-scientific individuals. Please include: 1) a brief statement of the research question and related theory supporting the reason for the research; 2) a brief but specific description of the procedure(s) involving human subjects. For projects involving surveys, questionnaires, or interviews, describe the setting and mode of administering the instrument (i.e., via telephone, face-to-face, or in a group), and the provisions for maintaining privacy and confidentiality. Include duration, intervals of administration, and overall length of participation.

2. Research Subject Involvement:

Please indicate how you will be using human subjects in your project by checking the appropriate box(es):

- | | |
|---|---|
| <input type="checkbox"/> Completing surveys or questionnaires -- <ul style="list-style-type: none"><input type="checkbox"/> To evaluate a class, program, or curriculum<input type="checkbox"/> To gather opinions, perceptions, beliefs, or other benign info.<input type="checkbox"/> User Testing of hardware, software, etc. | <input type="checkbox"/> Biological Research involving -- <ul style="list-style-type: none"><input type="checkbox"/> Cells or DNA taken from subjects<input type="checkbox"/> Blood taken from subjects<input type="checkbox"/> Urine taken from subjects<input type="checkbox"/> Exercise or physical testing<input type="checkbox"/> Non-invasive procedures (MRI, EEG, EKG, sensors applied externally)<input type="checkbox"/> Other: (Please describe) |
| <input type="checkbox"/> Social or behavioral research involving -- <ul style="list-style-type: none"><input type="checkbox"/> Observations of behavior<input type="checkbox"/> Interviews of subjects<input type="checkbox"/> Deception<input type="checkbox"/> Photographing or recording subjects on video- or audiotape<input type="checkbox"/> Other: (Please describe) | |

3. Solicitation of Participants:

Please explain how participants will be contacted, selected, or recruited for your project.

4. Risks:

What sort of risk will participants face as a result of their involvement in your research project?

- Minimal** – Participants will experience no greater than the risk than what they would encounter during a normal day.
- Greater than minimal** – Participants in social/behavioral research might suffer embarrassment, loss of social standing, physical or psychological harm if collected data became known in the community; participants in biological research might experience discomfort, minor physical pain, or fainting.
- Significant** – Participants in social/behavioral research could experience physical / emotional /psychological injury, or could be subject to legal or criminal proceedings if collected data became known in the community; participants in biological research could become severely ill or incapacitated. **If your project involves significant risks to its participants, you must attach a description of these risks and how your project will deal with or minimize them.**

5. Benefits:

How might subjects benefit from participating in your research project?

6. Alternatives:

Human subjects **must ALWAYS** have the right to choose not to participate in the research study. What alternatives are reasonably available in the non-research and/or research context that may be beneficial to the potential subjects?

7. Confidentiality:

How will you protect the confidentiality of those who participate in your project? How will you protect the collected data from being released without your knowledge or permission? How will you dispose of or destroy the collected data once your project is completed?

8. Consent:

IF YOUR PROJECT COLLECTS PERSONALLY IDENTIFIABLE INFORMATION: Describe how you plan to seek consent from participants, and attach a copy of all consent form(s) and/or informational letter(s) used to describe the research project to potential participants.

IF YOUR PROJECT DOES NOT COLLECT PERSONALLY IDENTIFIABLE INFORMATION: A consent form is not necessary for your project – however, you will need to provide a special explanatory paragraph to your subjects. See the IRB Application Form.

9. Debriefing:

If it is necessary to deceive or mislead the participants in order to adequately perform your research project, a debriefing statement must be read or given to the participants at the conclusion of the project.

Debriefing statement will be necessary Yes No
 Follow-up information letter will be necessary Yes No

Elements that should be included in the Debriefing Statement:

- 1) Describe the nature and aim of the project;
- 2) Explain why the participants were misled;
- 3) Provide the name and phone number of the person to contact in case of questions regarding the project; and
- 4) Thank the participants.

Principal Investigator/Researcher Assurance:

As the PI on this project, I hereby assure that the information I have provided on Form A is correct and accurate, to the best of my knowledge.

Signature of Principal Investigator/ Researcher:

Date:

Faculty Advisor Assurance:

As faculty advisor to this project, I hereby assure that the information provided on Form A is correct and accurate, to the best of my knowledge.

Signature of Faculty Advisor:

Date: