APPENDIX 1 – SURVEY CONSENT LETTER

Letter of Information for Implied Consent

2015 UVic Student Technology Survey

You are invited to participate in a study entitled “2015 UVic Student Technology Survey” which is being undertaken by Shailoo Bedi, Nav Bassi, Marcus Greenshields, Rich McCue, and In-In Po.

Shailoo Bedi is Director, Academic Commons and Strategic Assessment (UVic Libraries), Nav Bassi is Director, Academic and Administrative Services (University Systems), Marcus Greenshields is Manager, Computer Help Desk (University Systems), Rich McCue is Systems Administrator and In-In Po is Assessment and Statistics Analyst (UVic Libraries). All are employees at the University of Victoria and you may contact them if you have further questions using the information below:

Shailoo Bedi  shailoo@uvic.ca  250-721-8226
Nav Bassi  navbassi@uvic.ca  250-472-5924
Marcus Greenshields  mgreens@uvic.ca  250-721-7228
Rich McCue  rmccue@uvic.ca  250-472-4716
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Purpose and Objectives
We are interested in studying students’ technology use and ownership in order to gather more information about student technology use. The results from this survey will help the Libraries and University Systems to better understand student technology needs, and design better services to meet these needs.

Importance of this Research
Research of this type is important because it will allow a better understanding of the needs of students in terms the technology you own and use regularly. This research will hopefully lead to better services to meet these needs.

Participants Selection
You are being asked to participate in this study because you are registered as a UVic student.

What is involved
If you consent to voluntarily participate in this research, your participation will include completing a short (less than 10 minute) survey about your use and ownership of specific technology.

Inconvenience
Participation in this study may cause some inconvenience to you, including the time you spend on the survey.

Risks
There are no known or anticipated risks to you by participating in this research.

Benefits
The potential benefits of your participation in this research include improvements to the state of knowledge by increasing our overall understanding about technology use by students, as well as potentially improving University Systems’ and Libraries’ technology-related services and equipment for students.
Voluntary Participation
Your participation in this research must be completely voluntary. If you do decide to participate, you may withdraw at any time without any consequences or any explanation. Due to the anonymous nature of the survey, we cannot remove any specific participant’s responses once they are entered in the survey.

Anonymity
Your responses to this survey will remain completely anonymous.

Confidentiality
Your confidentiality and the confidentiality of the data will be protected by securely storing the data gathered in this study, and by not sharing details about the raw data collected beyond the project team.

Dissemination of Results
It is anticipated that the results of this study will be shared with others in the following ways: over the internet, and directly to participants via email/the internet.

Disposal of Data
Data from this study will be retained in a secure environment in the UVic Enterprise Data Centre, in password protected files, or locked in a filing cabinet for paper data. Electronic data will be anonymised, and retained in order to be used in the future for comparison reasons in the case that this study is replicated in the future (or potentially for comparison with other user groups, e.g. graduate students, faculty).

Contacts
For individuals that may be contacted regarding this study, please refer to the beginning of this form.

In addition, you may verify the ethical approval of this study, or raise any concerns you might have, by contacting the Human Research Ethics Office at the University of Victoria (250-472-4545 or ethics@uvic.ca).

By completing and submitting the questionnaire, YOUR FREE AND INFORMED CONSENT IS IMPLIED and indicates that you understand the above conditions of participation in this study and that you have had the opportunity to have your questions answered by the researchers.

Please retain a copy of this letter for your reference.