FPSE Ethics Committee
FPSE EC Application Form Ver 6.6d

Refer to the *Instructions* and to the *Guide* documents for a glossary of the key phrases in **bold** and for an explanation of the information required in each section. The *Templates* document provides some text that may be helpful in presenting some of the required information.

Replace the highlighted text with the appropriate information.

Note that the size of the text entry boxes provided on this form does **not** indicate the expected amount of information; instead, refer to the *Instructions* and to the *Guide* documents in providing the complete information required in each section. Do **not** duplicate information from one text box to another.

Reference number: **ERGO/**FPSE**/14441**	Version: 1	Date: 2015-03-24
Name of **investigator**(s): Stefania Varnava, Antigoni Kritioti, Colin Pattinson, Luna Gurung, Rafael Melgarejo Heredia, Ting Lang		
Name of supervisor(s) (if student **investigator**(s)): Dr. Thanassis Tiropanis		
Title of study: BeSeated		
Expected study start date: 13-04-2015	Expected study end date: 30-04-2015	
Note that the dates requested on the "IRGA" form refer to the start and end of *data collection*. These are not the same as the start and end dates of the study for which approval is sought. Note that approval must be obtained before the study commences; retrospective approval cannot be given.		

The investigator(s) undertake to:

- Ensure the study Reference number ERGO/FPSE/14441 is prominently displayed on all advertising and study materials, and is reported on all media and in all publications;
- Conduct the study in accordance with the information provided in the application, its appendices, and any other documents submitted;
- Conduct the study in accordance with University policy governing research involving human **participants** (http://www.southampton.ac.uk/ris/policies/ethics.html);
- Conduct the study in accordance with University policy on data retention (http://www.southampton.ac.uk/library/research/researchdata/);
- Submit the study for re-review (as an amendment through ERGO) or seek FPSE EC advice if any changes, circumstances, or outcomes materially affect the study or the information given;
- Promptly advise an appropriate authority (Research Governance Office) of any adverse study outcomes, changes, or circumstances (via an adverse event notification through ERGO);
- Submit an end-of-study form as may be required by the Research Governance Office upon completion of the study.

REFER TO THE INSTRUCTIONS DOCUMENT WHEN COMPLETING THIS FORM.

PRE-STUDY

Characterise the proposed **participants**
Participants will be a group of random people at a public place.

Describe how **participants** will be approached
Participants will be approached by two members of the group inducting this project. Selection of participants will be random at a public place. If any non-FPSE e-mail lists are used, justify their use

Describe how inclusion and/or exclusion criteria will be applied (if any)
Participants will be selected for the research only if they are 18+ years old.

Describe how **participants** will decide whether to take part
As soon as the research proposal is approved, participants will be informed with a description of the project and then they will be given the Participant Information Sheet and Consent Form. Participants will be able to take part in the research as soon as they have read and signed the above documents. Answers from the participants should be taken between the time period given for the research (from 13-04-2015, until 30-04-2015).

Participant Information

Provide the **Participant Information** in the form that it will be given to **participants** as an appendix. All studies must provide **participant information**.

Consent Form

Provide the **Consent Form** (or the request for consent) in the form that it will be given to **participants** as an appendix. All studies must obtain **participant** consent. Some studies may obtain verbal consent, other studies will require written consent, as explained in the *Instructions* and *Guide* documents.

DURING THE STUDY

Describe the study procedures as they will be experienced by the **participant**
Two members of the group inducting this project, will explain to each participant the purposes and total procedure of the research project. The Participants Information Sheet and the Consent form will be given to them in order to read and sign, if interested in taking part. If the participant signs the Consent form then the answered questionnaire will be taken by the researcher for feedback. Participants have the right to withdraw at any time.

Identify how, when, where, and what kind of data will be recorded (not just the formal research data, but including all other study data such as e-mail addresses and signed consent forms)
Data will be collected from the 13th to the 30th of April in a public place. The selection of participants will be random. All the data collected will be anonymous and do not include any identifiable information.

Participant questionnaire

As an appendix, if using a questionnaire, reproduce any and all **participant** questionnaires or data gathering instruments in the exact forms that they will be given to or experienced by **participants**. If conducting less formal data collection, provide specific information concerning the methods that will be used to obtain the required data.

POST-STUDY

Identify how, when, and where data will be stored, processed, and destroyed
Data will be stored on a password secured computer. The researchers will read analytically the answers of the participants and make general notes. After the end of the project research all the information given by the participants will be destroyed. If Study Characteristic M.1 applies, provide this information in the **DPA Plan** as an appendix instead and do not provide explanation or information on this matter here.

STUDY CHARACTERISTICS

(L.1) The study is funded by a commercial organisation: **No**

If 'Yes', provide details of the funder or funding agency here

(L.2) There are **restrictions** upon the study: **Yes**

If 'Yes', explain the nature and necessity of the **restrictions** here

Only 18+ year old people can take part to this research.

(L.3) Access to **participants** is through a third party: **No**

If 'Yes', provide evidence of your permission to contact them as a separate appendix. Do not provide explanation or information on this matter here

(M.1) **Personal data** is collected or processed: **No**
Data will be processed outside the UK: **No**

If 'Yes' to either question, provide the **DPA Plan** as a separate appendix. Do not provide information or explanation on this matter here. Note that using or retaining e-mail addresses, signed consent forms, or similar study-related **personal data** requires M.1 to be "Yes"

(M.2) There is **inducement** to **participants**: **No**

If 'Yes', explain the nature and necessity of the inducement here

(M.3) The study is **intrusive**: **No**

If 'Yes', provide the **Risk Management Plan** and the **Debrief Plan** as appendices, and explain here the nature and necessity of the intrusion(s)

(M.4) There is **risk of harm** during the study: **No**

If 'Yes', provide the **Risk Management Plan**, the **Contact Information**, and the **Debrief Plan** as appendices, and explain here the necessity of the risks

(M.5) The true purpose of the study will be hidden from **participants**: **No**
The study involves **deception** of **participants**: **No**

If 'Yes' to either question, provide the **Debrief Plan** as an appendix, and explain here the necessity of the deception

(M.6) **Participants** may be minors or otherwise have **diminished capacity**: **No** If 'Yes', AND if one or more Study Characteristics in categories M or H applies, provide the **Risk Management Plan** and the **Contact Information**, as appendices, and explain here the special arrangements that will be put in place that will ensure informed consent

(M.7) **Sensitive data** is collected or processed: **No** If 'Yes', provide the **DPA Plan** as a separate appendix. Do not provide explanation or information on this matter here

(H.1) The study involves: **invasive** equipment, material(s), or process(es); or **participants** who are not able to withdraw at any time and for any reason; or animals; or human tissue; or biological samples: **No** If 'Yes', provide further details and justifications as one or more separate appendices. Do not provide explanation or information on these matters here. Note that the study will require separate approval by the Research Governance Office

Technical details

If one or more Study Characteristics in categories M.3 to M.7 or H applies, provide the description of the technical details of the experimental or study design, the power calculation(s) which yield the required sample size(s), and how the data will be analysed, as separate appendices. Do not provide explanation or information on these matters here.

APPENDICES (AS REQUIRED)

While it is preferred that this information is included here in the Study Protocol document, it may be provided as separate documents.

If provided separately, be sure to name the files precisely as "Participant Information", "Questionnaire", "Consent Form", "DPA Plan", "Permission to contact", "Risk Management Plan", "Debrief Plan", "Contact Information", and/or "Technical details" as appropriate.

If provided separately, each document must specify the reference number in the form ERGO/FPSE/xxxx, its version number, and its date of last edit.

Appendix (i): **Participant Information** in the form that it will be given to **participants.**

Appendix (ii): Data collection plan / Questionnaire in the form that it will be given to **participants.**

Appendix (iii): **Consent Form** in the form that it will be given to **participants.**

Appendix (iv): **DPA Plan.**

Appendix (v): Evidence of permission to contact **participants** or prospective **participants** through any third party.

Appendix (vi): **Risk Management Plan**.

Appendix (vii): **Debrief Plan**.

Appendix (viii): **Contact Information**.

Appendix (ix): Technical details of the experimental or study design, the power calculation(s) for the required sample size(s), and how the data will be analysed.

Appendix (x): Further details and justifications in the case of **invasive** equipment, material(s), or process(es); **participants** who are not able to withdraw at any time and for any reason; animals; human tissue; or biological samples.

Appendix (i) Participant Information

Participant Information

Ethics reference number: **ERGO/**FoPSE**/14441**	Version: 1	Date: 2015-03-24
Study Title: BeSeated		
Investigator: Stefania Varnava, Antigoni Kritioti, Colin Pattinson, Luna Gurung, Rafael Melgarejo Heredia, Ting Lang		

Please read this information carefully before deciding to take part in this research. If you are happy to participate you will be asked to sign a consent form.

What is the research about?

We are group of postgraduate students studying at University of Southampton. This is a student project which aims to collect information about the usefulness of a blog. The blog is a place to discuss and share opinions on venues. Its value lies in user-generated responses to venues and the quality of the experience at the venue. Participants are asked to answer some question based on existing public online services and questions about a theoretical website. The study is supported by the University of Southampton.

Why have I been chosen?

The selection of participants is random.

What will happen to me if I take part?

If you decide to take part in this research you will spend about 5 minutes for completing the questionnaire.

Are there any benefits in my taking part?

Participants will not be directly benefited by taking part in this research project.

Are there any risks involved?

No risks are involved in this research.

Will my participation be confidential?

All data collected is anonymous and used only for the purposes of this study. It will be held on a password protected computer so nobody except the researcher has access to it. The collection of data complies with the University of Southampton policy under the Data Protection Act.

What happens if I change my mind?

You have the right to withdraw at any time and for any reason without your legal rights being affected.

What happens if something goes wrong?

In the unlikely case of concern or complain please contact Dr Martina Prude, Head of Research Governance (02380 595058, mad4@soton.ac.uk).

Where can I get more information?

If you have any further questions about the project please feel free to contact the group(sv9g12@soton.ac.uk, ak5e14@soton.ac.uk, cogp1g14@soton.ac.uk, lg2e14@soton.ac.uk, rm2e14@soton.ac.uk, tl5e14@soton.ac.uk) or if you have more general questions please contact Dr Martina Prude, Head of Research Governance (02380 595058, mad4@soton.ac.uk).

Appendix (ii) Participant Questionnaire

Participant Information

Ethics reference number: **ERGO/**FoPSE**/14441**	Version: 1	Date: 2015-03-24
Study Title: BeSeated		
Investigator: Stefania Varnava, Antigoni Kritioti, Colin Pattinson, Luna Gurung, Rafael Melgarejo Heredia, Ting Lang		

Please complete the questionnaire below:

Age: 18-25 25-30 30-45 45+

1. Have you ever used a crowd-reviewing site such as Trip advisor?
   i. Yes
   ii. No

2. Did you find it helpful?
   i. Yes
   ii. No

3. Did the reviews influence your choice?
   i. No
   ii. Yes

4. Did the pictures taken by other users influence your choice?
   i. Yes
   ii. No

5. Do you trust the reviews from the crowd?
   i. Yes
   ii. No

6. If something is highly rated by other users are you more likely to favour that item then a similar priced item at a slightly cheaper cost?
   i. Yes
   ii. No

7. Have you ever bought tickets for an event and then tried to check the seating location online?
   i. Yes
   ii. No

8. Did you find this information easy to retrieve?
   i. Yes
   ii. No

9. Would you have liked extra information, such as a picture of the view you can expect to see from that seat?
    i. Yes
    ii. No

10. Have you ever been to a venue and been disappointed by the seat (e.g. by the viewing angle or general comfort)?
    i. Yes
    ii. No

11. Would of having more information have made you buy another seat if available?
    i. Yes
    ii. No

12. If a website was created that could show you crowd-based reviews of seats at multiple venues, with information such as viewing angles and comfort, would you use this service?
    i. Yes
    ii. No

13. If this service existed, what extra features would you also love to see?

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Thank you!

Appendix (iii) Consent Form

Consent Form

Ethics reference number: **ERGO/**FoPSE**/14441**	Version: 1	Date: 2015-03-24
Study Title: BeSeated		
Investigators: Stefania Varnava, Antigoni Kritioti, Colin Pattinson, Luna Gurung, Rafael Melgarejo Heredia, Ting Lang		

Please initial the box(es) if you agree with the statement(s):

I have read and understood the Participant Information (version 1 dated 2015-03-23) and have had the opportunity to ask questions about the study.	☐
I agree to take part in this study and agree for my data to be used for the purpose of this study.	☐
I understand my participation is voluntary and I may withdraw at any time and for any reason.	☐

Data Protection

I understand that information collected during my participation in this study is completely anonymous and will be stored on a password protected computer and that this information will only be used for the purpose of this study.

Name of participant (print name)……

Signature of participant……..

Date……