
Emory University Consent to be a Research Subject

Title: Archive of Personal Digital History (APDH)

Principal Investigator: Dr. Gwendolynne Reid, English Department, Oxford College of Emory University

Funding Sources: Oxford College's Teaching and Learning Technologies Institute and the Oxford College Library.

Introduction

You are being asked to participate in an oral history project. This form is designed to tell you everything you need to think about before you decide to consent (agree) to participate in the project or not to participate in the project. **It is entirely your choice. If you decide to take part, you can change your mind later on and withdraw from the project.**

Before making your decision:

- Please carefully read this form or have it read to you
- Please ask questions about anything that is not clear

You can take a copy of this consent form, to keep. Feel free to take your time thinking about whether you would like to participate.

Study Overview

The purpose of the Archive of Personal Digital History (APDH) is to document how different generations use digital technologies. As an oral history project, the APDH is designed to collect interviews with people across generations about their uses of digital technologies and how they learned to use those technologies in the way that they do. The current moment in the history of digital technologies is unique because it is a moment during which we still have access to generations who grew up without digital technologies as well as those who have grown up with them. This archive therefore has value for the public as a historical and cultural record.

Procedures

If you agree to participate in the APDH, you will be asked to choose a digital device that is significant to you and that you use routinely (e.g., your mobile phone, laptop, desktop computer, gaming system, etc.). You will then be asked to participate in an hour-long, audio-recorded interview during which you will review records of your activities on the device and answer questions about how you use the device, the people you use it to interact with, the places you go with it, the ways you use media on it, and how you learned to use the device. You can decide what to comment on and what to ignore, and you can decide when to share an example by showing it to the interviewer on your device. You should only share examples when you feel comfortable doing so and should not share information about anything illegal or information that would compromise the privacy of another person. During the interview, you will have the option of allowing the interviewer to take a picture of your device to include in the public archive. Your interview will be transcribed and will be added to the public archive. Unless you request that we use your name, your name will be replaced with a pseudonym. You will also have the option of allowing the interviewer to include a short audio clip from your interview in the archive. \

Risks and Discomforts

When your interview is submitted to the APDH, the principal investigator will have access to some identifying information, such as your name and contact information. **This information will only be used for contact purposes.** During your interview, you should not include information that will put you or others at risk when it is made public. As part of the APDH Deed of Gift and Creative Commons license that you (or your Legal Guardian) attach to your materials, these items will reside on the web and will be publicly available. Thus, they could be used by people in ways that you (or your Legal Guardian) do not intend.

Benefits

Anyone interested in digital literacies and generational uses of digital technologies stands to learn and benefit from this archive.

Compensation

You will not be offered payment for participating in the archive.

Confidentiality

Unless you request that we use your name, your name will be replaced with a pseudonym. You will also be asked not to share information about anything illegal or information that would compromise the privacy of another person. The transcript of your interview is not confidential. It will be available to anyone with access to the web and will be searchable by web browsers. You will have the option of allowing your interviewer to include a short audio clip from your interview in the archive. It is possible that some visitors to the archive may be able to deduce your identity based on details you include in your interview or based on the sound of your voice (should you opt to include an audio clip from the interview).

Certain offices and people other than the researchers may look at study records. Government agencies and Emory employees overseeing proper study conduct may look at your study records. These offices include the Office for Human Research Protections, the Emory Institutional Review Board, the Emory Office of Research Compliance. Emory will keep any research records we create private to the extent we are required to do so by law. Study records can be opened by court order. They may also be produced in response to a subpoena or a request for production of documents.

Deed of Gift

The Gift described below is given to the Archive of Personal Digital History (APDH) and to the Oxford College of Emory University's Libraries to become part of this public online collection of interviews with the following understandings:

- The APDH will store, preserve, and provide access to the gift in accordance with its archival practices.
- The APDH will organize, index, and/or create a guide to the gift in accordance with its archival practices.
- The APDH will put the gift on a web site that is accessible to members of the public.
- The APDH may appropriately dispose of materials that, after receipt, are deemed unsuitable to this collection.
- The APDH may transfer material to other formats according to national archival standards in order to prolong the life of the material and/or facilitate access and use.
- The ADPH reserves the right to reproduce material from the collection for physical and electronic exhibits and publications.

Voluntary Participation and Withdrawal

You have the right to leave a study at any time without penalty. You may refuse to do any procedures you do not feel comfortable with, or answer any questions that you do not wish to answer. If your study materials have already been included in an exhibit connected with the study, you will not be able to withdraw that data from use. However, you can request that it not be used for additional exhibits and that it be removed from the archive.

The researchers also have the right to stop your participation in this study without your consent if:

- They believe it is in your best interest;
- You were to object to any future changes that may be made in the study plan;
- or for any other reason.

Contact Information

Contact Dr. Gwendolynne Reid at 770-784-4674 or gwendolynne.reid@emory.edu:

- if you have any questions about this study or your part in it, or
- if you have questions, concerns or complaints about the research.

Contact the Emory Institutional Review Board at 404-712-0720 or 877-503-9797 or irb@emory.edu:

- if you have questions about your rights as a research participant.
- if you have questions, concerns or complaints about the research.
- You may also let the IRB know about your experience as a research participant through our Research Participant Survey at <http://www.surveymonkey.com/s/6ZDMW75>.

Consent and Deed of Gift

Please, print your name and sign below if you agree to be in this study and to give your interview materials to APDH and to Oxford College of Emory University Libraries for scholarly and educational uses as a gift and transfer to the Oxford College of Emory University Library legal title and all literary property rights including copyright. We will give you a copy of the signed consent, to keep.

- I wish to have my name (instead of a pseudonym) included in the archive and in my interview transcript.
- I give permission to include a photograph of my device in the archive along with my interview transcript.
- I give permission to include an audio clip from my interview in the archive in addition to my interview transcript.

 Name of Participant

 Signature of Participant (if 18 years old or older)

 Date

 Time

 Signature of Person Conducting Informed Consent Discussion

 Date

 Time

 Signature of Legal Guardian (if a minor)

 Date

 Time

<u>Participant Contact Information</u>
Address:
Phone:
Email:

<u>Interviewer Contact Information</u>
Address:
Phone:
Email: