INFORMATION SHEET FOR PARTICIPANTS

REC Reference Number: LRS-17/18-5418

YOU WILL BE GIVEN A COPY OF THIS INFORMATION SHEET

Title of study

PARTHENOS Project – Foresight Study

Invitation Paragraph

We would like to invite you to participate in a foresight study addressing the future of research infrastructures in the arts, humanities and cultural heritage. You should only participate if you want to; choosing not to take part will not disadvantage you in any way. Before you decide whether you want to take part, it is important for you to understand why the research is being done and what your participation will involve. Please take time to read the following information carefully and discuss it with others if you wish. Ask us if there is anything that is not clear or if you would like more information.

What is the purpose of the study?

The foresight study forms part of the PARTHENOS Project (http://www.parthenos-project.eu/), and aims to investigate the future of research infrastructures in the arts, humanities and cultural heritage. The primary aim of the study is to identify and examine emerging trends, requirements, prospects, issues and risks, and look at how organisations such as funding bodies might help in these developments.

Why have I been invited to take part?

You are being invited to contribute information to the study as someone with expertise in a topic of relevance to research infrastructures in the arts, humanities and cultural heritage.

Do I have to take part?

Participation is completely voluntary. You should only take part if you want to and choosing not to take part will not disadvantage you in anyway. Once you have read the information sheet, please contact us if you have any questions that will help you make a decision about taking part.

What will happen to me if I take part?

If you choose to take part in the study you will complete a questionnaire, in which you will be asked to provide information on your opinions regarding aspects of research infrastructures and methods in the arts, humanities and cultural heritage.

You have the option of providing data anonymously. If you choose not to remain anonymous, the research team will only contact you subsequently if clarifications of particular points are needed, or to seek your permission to publish in unanonymised form any information you have provided (see below).

What are the possible benefits and risks of taking part?

You will benefit by making an important contribution to the greater understanding of research infrastructures in the arts, humanities and cultural heritage, and to their future development. You incur no risks by participating.

Data handling and confidentiality

Your data will be processed in accordance with the General Data Protection Regulation 2016 (GDPR).

Excerpts and quotations from the data you provide may be used in online or print publications in anonymised form. If we wish to publish any of your data unanonymised – e.g. by attributing quotes to you, or by publishing information which could be clearly identified as having come from you personally – your written permission will be sought first. You will have the right to refuse such permission without giving any reason.

All data will be archived in pseudonymised form in a secure electronic system, accessible only to the research team, and will be kept for 5 years after the end of the project. Anonymised extracts will be archived as an open access dataset.

Data Protection Statement

The data controller for this project will be King's College London (KCL). The University will process your personal data for the purpose of the research outlined above. The legal basis for processing your personal data for research purposes under GDPR is a 'task in the public interest' You can provide your consent for the use of your personal data in this study by completing the consent form that has been provided to you.

You have the right to access information held about you. Your right of access can be exercised in accordance with the General Data Protection Regulation. You also have other rights including rights of correction, erasure, objection, and data portability. Questions, comments and requests about your personal data can also be sent to the King's College London Data Protection Officer Mr Albert Chan info-compliance@kcl.ac.uk. If you wish to lodge a complaint with the Information Commissioner's Office, please visit www.ico.org.uk.

What if I change my mind about taking part?

You are free to withdraw at any point of the study, without having to give a reason. Withdrawing from the study will not affect you in any way. You are able to withdraw your data from the study up until 2 weeks after completing the questionaire, after which withdrawal of your data will no longer be possible because data will already have been anonymised, processed and incorporated into the project deliverables. If you choose to withdraw from the study we will not retain the information that you have provided.

How is the project being funded?

The study is being carried out as part of the PARTHENOS project, which is funded by the EU Horizon 2020 programme.

What will happen to the results of the study?

A copy of the project report for this study, and offprints of any academic articles arising from the study, will be sent to you on request.

Who should I contact for further information?

If you have any questions or require more information about this study, please contact me using the following contact details:

mark.hedges@kcl.ac.uk

Dr Mark Hedges
Department of Digital Humanities
King's College London
Strand
London
WC2R 2LS

07725216244

What if I have further questions, or if something goes wrong?

If this study has harmed you in any way or if you wish to make a complaint about the conduct of the study you can contact King's College London using the details below for further advice and information:

The Chair, A&H Research Ethics Panel, rec@kcl.ac.uk

Thank you for reading this information sheet and for considering taking part in this research.