

## Participant Information Sheet

**Date:** 1 March 2021

### **Research Study Title:**

Night Sky Observational Experiment

### **Introduction**

My name is Alison McMillan, I am a member of staff at Glyndŵr University, and this study has arisen from an interdisciplinary research activity I have been engaged in. You are being invited to take part in this study. Before you agree to do so, it is important that you understand the purpose and nature of the research and what your participation will involve, if you agree. Please read the following information carefully, and please do ask if anything is not clear, or if you want more information. Contact details are given at the end of this information sheet.

### **What is the purpose of the study and how will it be carried out?**

The research objectives is: To observe the approaches used by people with different skills, knowledge and interests to observe a part of the night sky.

The research methodology is (in outline): To compare, contrast, and possibly combine, the outputs provided by each of the participants, and determine what conclusions can be drawn.

### **Why have I been invited to take part?**

We aim to recruit participants who are from different STEAM disciplines (Science, Technology, Engineering, Art, Mathematics).

### **Do I have to take part?**

Participation is entirely voluntary. It is up to you to decide whether or not to take part. If you do agree to take part, you will be asked to sign a consent form. If you agree to take part, you may still withdraw at any time, without giving a reason. If that happens, please note that you will not be able to withdraw your data after it has been anonymised. Personal data is usually made anonymous quickly after data collection.

### **What will taking part involve?**

There is a detailed information sheet setting out exactly what is required. You do not need to be an astronomer or have a telescope. The activity must be carried out between about 7 PM and midnight on a night between now and about 24<sup>th</sup> March. After this date, the observation would become more difficult.

The observation also requires a reasonably clear and dark sky. If you can, do this from home or a place close to home. If you decide to drive to a better viewing location, please take care for your own safety while working in the dark. Please note that we will not pay travel expenses.

The exercise might take about an hour to do, but some participants might take longer than others. The exercise can be done more than once, at different times or on different nights, in good or not so good viewing conditions, or using different techniques. There is no right and wrong way to do this exercise. No specialist equipment is required: you are likely to have everything you require at home.

### **Will my participation be confidential?**

All information about you collected during the study will be kept strictly confidential and stored securely in accordance with the Data Protection Act. The only people who will know about you are myself, Alison McMillan, and my co-investigator, Jonathan Powers (Emeritus Professor, University of Derby).

All personal data, whether electronic or paper or in any other form will be destroyed after the data has been anonymised. Processed data, not traceable to any individual, will be retained as part of any publication as a data-set for possible use by future researchers.

### **What will you do with the results of the research?**

If the study is successful, it is anticipated that it would be written up as a research paper and published in an academic journal.

In any publication that uses this data, participants will be acknowledged anonymously. Exceptionally, and with your expressed permission, your individual images might be used as an example of a return by a participant when writing up a publication. In this case, you would have the opportunity to withdraw consent, or insist on anonymity, or request that your name as the creator is acknowledged.

If participants report a positive experience from taking part in the activity of the study, it might be possible to use this experience to develop a STEAM outreach activity, with some similar aspects.

### **What happens next?**

Thank you for reading this information sheet. If you agree to take part, you will receive an information leaflet with the details of the exercise, and a short questionnaire to be returned after the exercise is completed.

We would prefer that participants scan the materials they create as part of the exercise, and then send by email. Please only do this if you have a flatbed scanner. Hand-held scanners or photographic images would be too distorted. If you do not have access to a flatbed scanner, please contact us to arrange for sending by post.

Please confirm your consent to this using the consent form below, which is also your copy to keep.

If you wish to raise any concerns about any aspect of how you have been approached or treated in respect of this research study, please contact Stewart Milne, Head of Research Services (s.milne@glyndwr.ac.uk).

### **Contact for further information**

If anything is not clear, or if you want more information, please do contact me:

[a.mcmillan@glyndwr.ac.uk](mailto:a.mcmillan@glyndwr.ac.uk)

## PRIVACY NOTICE INFORMATION SHEET FOR PARTICIPANTS IN RESEARCH PROJECTS

<b>Introduction</b>	
Please note that this standard information should be considered alongside information provided by the researcher for each project, which is usually in the form of a Participant Information Sheet (PIS). The PIS will include further details about how personal information is processed in the particular project, including: what data is being processed; how it is being stored; how long it will be retained for, and any other recipients of the personal information. It is usually given to participants before they decide whether or not they want to participate in the research.	
<b>Data Controller and the Data Protection Officer</b>	
Glyndŵr University is the data controller under data protection legislation. This means that the University is responsible for how your personal data is used and for responding to any requests from you in relation to your personal data. Any queries regarding your personal information should be made to the University's Data Protection Officer at <a href="mailto:dpo@glyndwr.ac.uk">dpo@glyndwr.ac.uk</a>	
<b>Legal Basis for processing your personal information</b>	
If you are participating in a research project, we may collect your personal information. The type of information that we collect will vary depending on the project. Our basis for collecting this information is outlined below:	
<b>Type of Information</b>	<b>Basis for Processing</b>
Your personal information and associated research data collected for the purposes of conducting research	It is necessary for the performance of a task carried out in the public interest
Certain types of personal information such as information about your race, ethnic origin, politics, religion, trade union membership, genetics, biometric (where used for ID purposes) health sex life, or sexual orientation are defined as 'special Category' data under the legislation	It is necessary for the performance of a task carried out in the public interest, and  It is necessary for scientific or historical research purposes in accordance with the relevant legislation ( <a href="#">Data Protection Act 2018, Schedule 1, Part 1 Para 4</a> )
Criminal conviction/offence data	It is necessary for the performance of a task carried out in the public interest, and  Is processed in accordance with <a href="#">Article 10 of the General Data Protection Regulation and the Data Protection Act 2018, Schedule 1 Part 1 Para 4</a>
<b>Retention of consent forms</b>	
If you participate in a research project, you may be asked to sign a participant consent form. Consent forms will typically be retained by the University for at least as long as the identifiable research data are retained, In most cases they will be retained for longer, the exact time frame will be determined by the need for access to this information in the unfortunate case of an unanticipated problem or a complaint six (6) years after the research is completed for many projects, but beyond 20 years will be considered for any longitudinal or 'high risk' studies involving children, adults without capacity or a contentious research outcome.	
<b>Your Rights</b>	
You have the right to: be informed about the collection and use of your personal data; to request access to the personal data we hold about you; you are entitled to request to have personal data rectified if it is inaccurate or incomplete; you have the right to request to object to your data being processed and you can request to restrict the processing of your personal information. To exercise these rights please contact <a href="mailto:dpo@glyndwr.ac.uk">dpo@glyndwr.ac.uk</a>	
<b>Right to complain to supervisory authority</b>	
If you have any concerns/issues with the way the University has processed your personal data, you can contact the data protection officer at <a href="mailto:dpo@glyndwr.ac.uk">dpo@glyndwr.ac.uk</a> . You also have the right to lodge a complaint against the University regarding data protection issues with the Information Commissioners Office ( <a href="https://ico.org.uk/concerns/">https://ico.org.uk/concerns/</a> )	

**Please see the University's Research Participant Privacy Statement for full details. [link to: <https://www.glyndwr.ac.uk/en/InformationGovernance/PrivacyStatements/>].**

## Participant Consent Form

**Research Study Title:** Night Sky Observational Experiment

**Name of Researcher:** Professor Alison McMillan

Please tick the box(es) to confirm each statement

I confirm that I have read and understood the Information Sheet dated 1<sup>st</sup> March 2021 for the above study. If I have asked for clarification or for more information, I have had satisfactory responses.

I understand that my participation is voluntary and that I am free to withdraw at any time, without giving any reason. I understand that any data I have contributed cannot be withdrawn after it has been anonymised.

I understand that relevant sections of the data collected from me during the study may be looked at by the researcher and Professor Jonathan Powers.

I understand that any materials created by me during this study will be processed and anonymised before use in the study, unless I give my permission for an image of them to be used as an example in a publication. If an image of my work is used, I reserve the right to be recognised as its creator.


I agree to take part in the above study

\_\_\_\_\_  
Name of Participant

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_Prof Alison McMillan\_\_  
Name of Researcher

  
Signature

— \_1/3/2021\_ —  
Date