Date: November 14, 2016 at 11:02:49 PM PST	Print	Close

The University of British Columbia
Office of Research Services
Behavioural Research Ethics Board
Suite 102, 6190 Agronomy Road
Vancouver, BC V6T 1Z3

H07-03063 **EECE HCI classes (Version 2.0)**

Principal Investigator: Sidney S. Fels

1. Principal Investigator & Study Team - Human Ethics Application [View Form]

1.1. Principal Investigator Please select the Principal Investigator (PI) for the study. Once you hit Select, you can enter the PI's name, or enter the first few letters of his or her name and hit Go. You can sort the returned list alphabetically by First name, Last name, or Organization by clicking the appropriate heading.	Last Name	First Name	Employer.Name	Email
	Fels	Sidney S.	Electrical and Computer Engineering	ssfels@ece.ubc.ca
Enter Principal Investigator Primary Department and also the primary location of the PI's Institution:				
1.2. Primary Contact Provide the name of ONE primary contact person in addition to the PI who will receive ALL correspondence, certificates of approval and notifications from the REB for this study. This primary contact will have online access to read, amend, and track the application.				
1.3. Co-Investigators List all the Co-Investigators of the study. These members WILL have online access which will allow them to				

read, amend and track the application. These members will be listed on the certificate of approval (except BC Cancer Agency Research Ethics Board certificates). If this research application is for a graduate degree, enter the graduate student's name in this section.	Last Name First Name Institution/Department Rank
1.4. Additional Study Team Members - Online Access List the additional study team members who WILL have online access to read, amend, and track the application but WILL NOT be listed on the certificate of approval.	Last Name First Name Institution/Department Rank
1.5. Additional Study Team Members - No Online Access Click Add to list study team members who WILL NOT have online access to the application and will NOT be listed on the certificate of approval.	Last Name First Name Institution / Department Rank / Job Title Email Address
Tri Council Policy Statement2 (TCPS2) Tutorial All study team members (including but not limited to faculty, undergraduate and graduate students, medical residents and research staff) are required to complete the TCPS2 Tutorial (CORE) before submission. Indicate completion of the TCPS2 (CORE) tutorial below: 1.6.A. All Faculty, including hospital appointment equivalents deemed a PI by an affiliated institution or by a Dean:	No

1.6.B. All Other Study Team members:	N/A
Comments:	This ethics application is for a class that involves research methodology for undergraduate and undergraduate students. It is expected as part of the class that they will do the online tutorial. However, I do not know who is enrolled prior to the start of the class.
1.7. Project Title Enter the title of this research study as it will appear on the certificate. If applicable, include the protocol number in brackets at the end of the title. If this is a class-based project, see guidance on the right. Title given must match the title on all study documents.	Human-Computer Interaction Course Projects (EECE418/518); Special topics course on Qualitative methods
1.8. Project Nickname Enter a nickname for this study. What would you like this study to be known as to the Principal Investigator and study team?	EECE HCI classes
2 Study Dates and Funding Information - Human Ethics Application [View Form]	
You plan to start collecting data immediately after obtaining ethics and any other required approvals (the start date on the ethics certificate will reflect the approval date),	
You plan to start data collection at a later date i.e., 2 months or more after approvals are obtained. Click the calendar icon below to select the dates (Internet Explorer) or enter the dates manually using the format yyyy-mm-dd. Estimated start date:	January 1, 2008
2.1. B. Estimated end date:	December 31, 2008

2.2.A. Types of Funds Please select the applicable box(es) below to indicate the type(s) of funding you are receiving to conduct this research. You must then complete section 2.3 and/or section 2.4 for the name of the source of the funds to be listed on the certificate of approval.	No Funding
2.2.B. For Industry Sponsored studies, please provide a sponsor contact.	
2.2.C. Please enter any applicable information about your funding which is not already shown in Box 2.3 or 2.4 (including funding applied for but not yet received).	
2.3. Research Funding Application/Award Associated with the Study that was Submitted to the UBC Office of Research Services Please click Add to identify the research funding application/award associated with this study. Selecting Add will list the sources of all research funding applications that have been submitted by the PI (and the person completing this application if different from the PI). If the research funding application/award associated with this study is not listed below, please enter those details in question 2.4.	
2.4. Research Funding Application/Award Associated with the Study	

not listed in question 2.3. Please click Add to enter the details for the research funding application/award associated with this study that is not listed in question 2.3. When you press Add you can do a search for your funding award by doing a search in the Sponsor box - over 7000 options are listed	UBC Number Title Sponsor
2.5.A. Is this a DHHS grant? (To view a list of DHHS funding agencies click on add in 2.5.B below)	
2.5.B. If yes, please select the appropriate DHHS funding agency from the selection box, and attach the grant to box 9.8. of the application.	
Attach DHHS Grant Application for each sponsor listed above	
2.6. Conflict of Interest Conflicts of Interest (COIs) can arise naturally from an Investigator's engagement inside and outside the University, and the mere existence of a COI or the perception of a COI does not necessarily imply wrongdoing on anyone's part. Nonetheless, real and perceived COI must be recognized, disclosed, and assessed. This question asks Investigators to disclose COIs that may relate to the research study that is the subject of the REB application. Do the Principal Investigator, Co-Investigators and/or their related parties (defined at	no

s.8.12 UBC Policy 97) have any personal interest(s) that could compromise or reasonably be perceived to compromise the objective conduct of the research or the integrity of the data generated by the study? Personal interests may include business, commercial or financial interests, as well as personal matters and career interests.	
4. Study Review Type - Human Ethics Application [View Form]	
4.1. UBC Research Ethics Board Indicate which UBC Research Ethics Board you are applying to and the type of study you are applying for:	UBC Behavioural Research Ethics Board
4.2. Institutions and Sites for Study A. Enter the locations for the institutions and sites where the research will be carried out under this Research Ethics Board approval (including specimens processed by pathology, special radiological procedures, specimens obtained in the operating room, or tissue requested from pathology). Click Add and enter the appropriate letter to see the locations for the institutions and sites where the research will be carried out under this Research Ethics Board approval: B for BC Cancer Agency C for Children's and Women's Health Centre of BC P for Providence Health Care U for UBC Campus V for	Institution Site UBC Vancouver (excludes UBC Hospital)

Vancouver Coastal Health (VCHRI/VCHA). If you are NOT using any of these sites select N/A from the list.	
B. Please enter any other locations where the research will be conducted under this Research Ethics Approval (e.g. Name of privately owned clinic, community centre, school, classroom, subject's home, in the field - provide details).	subjects workplace - an office with a computer
4.3. A. If this proposal is closely linked to any other proposal previously/simultaneously submitted, enter the Research Ethics Board number of that proposal.	B06-0020
B. If applicable, please describe the relationship between this proposal and the previously/simultaneously submitted proposal listed above.	This is identical to the previous proposal which had an annual renewal March 16, 2007 (H06-80020) for the same classes. This is being resubmitted for 2008. This application is not on the RISE system as it was done prior to RISE being available.
C. Have you received any information or are you aware of any rejection of this study by any Research Ethics Board? If yes, please provide known details and attach any available relevant documentation in question 9.8.	
4.4. If this research proposal has received any independent scientific/methodological peer review, please include the names of committees or individuals involved in the review. State whether the peer review process is	

ongoing or completed. A. External peer review details:	
B. Internal (UBC or hospital) peer review details:	Approved in 2005, 2006 and 2007.
C. If this research proposal has NOT received any independent scientific/methodological peer review, explain why no review has taken place.	
4.5. After reviewing the minimal risk criteria on the right, does your application fall under minimal risk (and therefore is eligible to be considered for Delegated Review, executive review or review by an Undergraduate Research Review Committee)?	yes
4.6.A. Pandemic Research Does this study involve research concerning H1N1 or any other urgent public health event such that it requires urgent review and approval? [if no, move on to 5, if yes, answer 4.6B]	
4.6.B. Does this pandemic study require review and approval by multiple Canadian Research Boards (i.e. more than those covered under the certificate of approval for this application) [If no, move on to 5, if yes, answer 4.6.C]	
4.6.C. Are you the Lead Investigator for this pandemic study? (i.e. the pandemic study involves numerous co-investigators from various sites external to UBC and you have been	

selected as the lead investigator for the entire project) [If YES, move on to 5, if NO move on to 4.7]	
4.7. Pandemic Research Lead PI REB Please review the guidance note on the right and then answer the following question: If the study has NOT been approved by the Lead PI's REB, UBC's REBs will not proceed to review the study independently. They will be participating in the Lead REB approval process and accordingly, your application is premature. Please discontinue this application and submit a new application as soon as the study approval by the Lead PI REB has been obtained. If the study HAS been approved by the Lead PI's REB, UBC's REBs will make every effort to review your study as quickly as possible. In order to ensure that the required documentation is incorporated into the RISe system, you will be directed to respond to Question 9. For more information please see the accompanying guidance note. Has this study been reviewed and approved by the Lead Principal Investigator's REB?	
5. Summary of Study and Recruitment - Human Ethics Application for Clinical Study [View Form]	
5.1. Study Summary 5.1.A Provide a short summary of the project written in lay language suitable for non-scientific REB members. DO	

NOT exceed 100 words and do not cut and paste directly from the study protocol.	
5.1.B Summarize the research proposal: Purpose, Hypothesis , Justification, Objectives, Research Design and Statistical Analysis	EECE418 and EECE518 are undergraduate and graduate courses in Human-Computer Interaction (HCI). HCI is a growing field which broadly encompasses the design, implementation, and evaluation of interactive technology. Interactive technology includes applications that run on a standard desktop or laptop computer, such as a word processor, web browser, and email, as well as applications on handheld technology, such as the datebook on the Pocket PC, and also applications on more novel platforms such a SmartBoard (electronic whiteboard) or a Diamond Touch tabletop display. There are many different methodologies for designing and evaluating interactive technology, one of which is to work with actual users (or intended users) of the technology. This is known as user-centered design (UCD). EECE418 and EECE518 aim to teach students the UCD process. UCD involves the researcher (in this case student) performing a number of steps: (1) Gathering information from users about their requirements for some particular iteractive technology. This may take the form of informal meetings with users, structured interviews, questionnaires, and in the case of re-design, watching users interact with an existing technology in order to identify any problems. (2) Creating low-fidelity prototypes. Based on Step One, the students will generate new interface designs for the targeted interactive technology. Rather than implementing them right away (i.e., writing computer programs), the students will create prototypes that mock up the interface using materials such as paper, glue, foam, and plastic. These low fidelity prototypes will then be evaluated with users. Users will be asked to interact with the prototypes to the extent that is is possible in order to give the researcher an idea of the quality of the interface deisgn. Questionnaires and interviews may be used at this stage as well. (3) Medium and hi-fidelity prototypes. Based on what the students have learned in Step Two, medium and hi-fidelity prototypes will be created. These prototypes are actually implmented in software and hardware. Students

	are once again required to evaluate these prototypes with real users. The evaluation at this stage is often more formal, in that users will be asked to complete a series of tasks (such as completing some transaction on an e-commerce website) and the students will be assessing dependent measures (such as time on task and errors). In some cases, there will be an experimental control such that some users may be evaluted with a competing existing interactive system so that the two systems can be compared. Videotaping and analysis of experiments is optional in EECE418 and EECE518. The special topics course covers contextual inquiry which requires video taping. Note that these course projects are designed to teach students how to work with real users and create usable and useful technology based on the needs and abilities of users. These are not courses in experimental design. So students generally only work with 5 to 10 different users per project. Although some statistical analysis may be done on the data collected, students are not expected to achieve statistically significant results. Projects can be done individually or are done in groups of 2 to 3 people. Example student projects include: a system to support the edit/review cycle of collaborative document creation, interactive tour guide of UBC campus on a handheld computer, interactive software debugger, grocery store kiosk to support efficient shopping, interactive memory aid, device for locating temporarily lost personal items (e.g., keys), comparison of Travelocity and Aircanada.ca for flight bookings.
5.2. Inclusion Criteria Inclusion Criteria. Describe the participants being selected for this study, and list the criteria for their inclusion. For research	Students will ask their friends (over 19 years old), family members (over 19 years old), acquaintances, and fellow classmates to participate. Among these categories of people, ideally the students will choose individuals who are, or who would be, actual or potential users of the technology. But this may not be the case. All subjects will be 19 years or older and legally able to provide informed consent. User testing space is available for students to sign-up for in the

involving human pluripotent stem cells, provide a detailed description of the stem cells being used in the research.	ICCS buiding on the 7th floor. These are the Usability laboratories which house several rooms with desks and tables in them. Students will be required to use these rooms or possibly other rooms in the ECE buildings (such as the undergraduate project rooms) do any testing of subjects. This information will be posted in the user testing procedure section of the course website.
5.3. Exclusion Criteria Exclusion Criteria. Describe which potential participants will be excluded from participation, and list the criteria for their exclusion.	People who do not fit the criteria above.
5.4. Recruitment Provide a detailed description of the method of recruitment. Include where applicable A) Who will contact prospective participants B) by what means this will be done. C) How prospective participants will be identified D) Ensure that any letters of initial contact or other recruitment materials are attached to this submission on Page 9.	Subjects will be recruited informally by a student directly asking his/her friends, family members, acquaintances, or fellow classmates to participate. Students will contact the potential subjects over the phone, via email, or in a face-to-face encounter. Students will explicitly describe the following parameters of the study to each potential subject: that there will be no monetary compensation, the general type of activity that the subject will engage in during the evaluation session, the maximum amount of time the evaluation will take, and that a participant is free to withdraw at any time. These same parameters will be included in the formal consent form. There will be no formal letters of contact or recruitment documents. Students will be explicitly told by their instructor that they cannot pressure anyone to participate in their study. Students must describe the parameters of their study to a potential subject (as described above) and allow that person 24 hours to freely decide whether or not to participate. The experiments will be done at UBC in the Usability lab in the ICCS building or in the student project room in the Macleod building. Beyond what is described above, proper subject recruiting methodology (e.g., subject pools, posting Calls for Participation) will be discussed in class. However, due to a lack of time within the term, such methodology will not be used.
5.5. Recruitment of Normal/Control Participants	

Describe how prospective normal/control participants will be identified, contacted, and recruited, if the method differs from the above.	
5.6. Use of Records If existing records (e.g. health records, clinical lists or other records/databases) will be used to IDENTIFY potential participants or COLLECT DATA, please describe how permission to access this information, and to collect and use this information will be obtained.	
5.7. Summary of Study Procedures	Subjects may be asked to perform specified tasks with low, medium, and hi-fidelity prototypes of the interactive technology. These prototypes will be evaluated in different sessions, possibly with different subjects. Both qualitative data (e.g., user quotes) and quantitative peformance data (e.g., errors, time on task) may be collected. Subjects may also be observed while interacting with existing technology in its natural environment or asked questions about their use and attitudes of existing technology. Here, the data collection will be predominantly qualitative. Questionnaires may be applied before or after an evaluation session, or they may be used independently from any other evaluation. For example, questionnaires can be used to assess a subject's familiarity with computer technology, familiarity with tasks being performed, and subjective opinions of the interative technology being investigated. Subjects may also be interviewed by one or more students to gain further information on the subject's experience with the interactive technology. On occasion, video recordings may be made (with the explicit permission of each individual subject) to help interpret the collected data in a more qualitative manner. Participants who do not wish to be recorded during a

	session will either be excused from further participation, or will not have video data collected during their participation. If there are minors in the experimental area due to the video data being collected at the subjects' place of choice required for contextual inquiry methods the subject will be asked to adjust their seating so that the video angle used will be set so that any minors are not inadvertently captured. The expectation is that all subjects will be over 18 years old and able to provide informed consent and there will be no video footage of anyone that doesn't meet this. Video data with be used for analysis that will contain the identities of the subjects. These videos will only be viewed by the students doing the experiment and possibly the instructor. Any video that will be presented in class or publicaly will have the identities of the subjects masked. Our course projects will not involve an experimental approach to curriculum or treatment, nor will they involve any form of deception. All of the studies that take place will be entirely non-invasive in nature.
6. Participant Information and Consent Process - Human Ethics Application for Clinical Study [View Form]	
6.1. Time to Participate How much time will a participant be asked to dedicate to the project beyond that needed for normal care?	Between 1 and 5 hours over a four-month academic term.
6.2. Time to Participate – Normal/Control Participants If applicable, how much time will a normal/control volunteer be asked to dedicate to the project?	
6.3. Risks/Harms Describe what is known about the risks (harms) of the proposed research.	There are no known medical or psychological risks associated with this research. Participating in a session in an evaluation session is equivalent to viewing a TV program or playing a computer game.

6.4. Benefits Describe any potential benefits to the participant that could arise from his or her participation in the proposed research.	Potential benefits to the subjects include increased practice and knowledge of the particular interactive technology that they are asked to use during the study. A long-term benefit may be interactive technology that is better designed to suit a wider range of individuals.
6.5. Reimbursement Describe any reimbursement for expenses (e.g. meals, parking, medications) or payments/incentives/gifts-in-kind (e.g. honoraria, gifts, prizes, credits) to be offered to the participants. Provide full details of the amounts, payment schedules, and value of gifts-in-kind.	There will be no reimbursement or compensation of any kind.
6.6. Obtaining Consent Specify A) who will explain the consent form B) who will consent participants C) Include details of where the consent will be obtained and under what circumstances and D) the relationship of the person obtaining consent and participant.	Consent will be requested from subjects prior to the start of their participation in the evaluation session(s). The process will involve informing subjects about the general nature of the evaluation that is taking place. Subjects who freely choose to participate will have their signatures collected on formalized informed consent forms. Students will ask for the subject's consent.
6.7.A. Waiver/Alteration of Consent If you are asking for a waiver or an alteration of the requirement for participant informed consent, please justify the waiver or alteration and explain how the study meets all the criteria on the right. Please click Guidance Notes on right and ensure that you address each criteria individually. Include the corresponding letter (A, B, C, D, E) before each answer.	
6.7.B. Waiver of Consent in	

Individual Medical Emergencies If you are asking for a waiver or an alteration of the requirement for participant informed consent in individual medical emergencies, please justify the waiver or alteration and explain how the study meets all the criteria on the right. Please click Guidance Notes on right and ensure that you address each criteria individually. Include the corresponding letter (A, B, C, D, E) before each answer.	
6.8. Time to Consent How long after being provided with detailed information/consent form about the study will the participant have to decide whether or not to participate? Provide your rationale for the amount of time given.	Subjects will be given at least 24 hours from the intial time of contact with the project investigators to decide whether or not they would like to participate and will be permitted to withdraw at any point during the study.
6.9. Capacity to Consent Will every participant have the capacity to give fully informed consent on his/her own behalf? Please click Select to complete the question and view further details.	Will the participant have the capacity to give fully informed consent? Yes Details of the nature of the incapacity If not, who will consent on his/her behalf? If not, will he/she be able to give assent to participate? If Yes, explain how assent will be sought. [Details]
6.10. Renewal of Consent Describe any situation in which the renewal of consent for this research might be appropriate, and how this would take place.	none
6.11. Provisions for Consent What provisions are	Although it is highly unlikely, subjects who require special

planned for participants, or those consenting on a participant's behalf, to have special assistance, if needed, during the consent process (e.g. consent forms in Braille, or in languages other than English).	assistance during the consent process will be assisted to the fullest ability of the student investigators. The form of the assistance will be determined on a case-by-case basis. For those subjects who may not communicate in English well, direct translations of the consent materials may be provided. Other forms of assistance will be provided based on the individual needs of the subject in question.
6.12. Restrictions on Disclosure Describe any restrictions regarding the disclosure of information to research participants (during or at the end of the study) that the sponsor has placed on investigators, including those related to the publication of results. Also, indicate any plans for communicating study results to participants.	N/A
7. Number of Participants - Human Ethics Application for Behavioural Study [View Form]	
7.1. External Approvals External approvals for research involving other institutions and other jurisdictions: Provide written proof of agency approval for projects carried out at other institutions and, when applicable, other jurisdictions. Indicate external approvals below: A. Other Institutions:	no
B. Please select Add to enter the name of the institution and if you have already received approval attach the approval letter.	Name of Institution
C. Other Jurisdiction or Country (if answer is No go to 7.1.G):	no
D. Please select Add to enter the name of the	

jurisdiction or country and if you have already received approval attach the approval letter.	Name of Jurisdiction or Country
E. Has a Request for Ethics Approval been submitted to the institution or responsible authority in the other jurisdiction or country? (Send a copy to the Research Ethics Office when approval is obtained).	
F. If a Request for Approval has not been submitted, provide the reasons below:	
G. Does this research focus on aboriginal peoples, communities or organizations?	
If Yes, ensure that you are familiar with the guidance documents linked on the right. Also attach a copy of the research agreement with the community (if available) in question 9.7. Please describe the community consent process. If no community consent is being sought, please justify.	
H. Registration for Publication of Clinical Trials. Does this study fall within the clinical/intervention trial definition stated on the right (in the guidelines)?	
If 'Yes', click 'Add' to enter the following information. (Please note that registration by UBC ORS administration requires the prior ethical approval of the study. In that case, registration information should be added when it	

becomes available).	
7.2. Number of Participants A. How many participants will take part in the entire study (i.e., the entire study, world-wide)?	at most 30 per project
B. How many participants will take part at institutions covered by this Research Ethics Approval (i.e., only at the institutions covered by this approval)?	
7.3. Researcher Qualifications Who will actually conduct the study and what are their qualifications to conduct this kind of research? (e.g., describe relevant training, experience, degrees, and/or courses).	Students in either EECE418, EECE518 or the special topics course will be conducting the studies. They will be learning research techniques and will be using these experiments to practice. The principal investigator, Dr. Sidney Fels has conducted studies involving human subjects (which have been approved for ethical review), and is well versed in the matter of the ethical treatment of human subjects. He will be teaching the students based on this experience as well as from reference material. Summary of the Instructions Given to Students: ---------- Part of one lecture will be used to explain the ethical treatment of subjects. Students will each be given a copy of the current application for ethical approval, and they will be expected to read and know its contents, in the same way that they are expected to know all the other course material. In that lecture, the instructor will particularly highlight the process of informed consent, that subjects are able to withdraw at any time, and the confidentiality of data. Students will also be expected to complete the TCP tutorial. Student names do not appear in this application because we do not yet know who will be enrolled in EECE418/518. Before any sessions involving users takes place in either of those courses, a current list of students (including the name of their student project) will be forward to the BREB for its records.
8. Confidentiality - Human Ethics Application for Behavioural Study [View Form]	

8.1. Security of Data During the Course of the Study How will data be stored? (E.g., computerized files, hard copy, videotape, audio recordings, personal electronic communications device, other.) How will security of the data be maintained? (For example, study documents must be kept in a secure locked location and computer files should be password protected and encrypted, data should not be stored or downloaded onto an unsecured computer, back up files should be stored appropriately.) If any data or images are to be kept on the Web, what precautions have been taken to prevent them being copied?	Our expected enrollment for each section of EECE418 is 30 students. It is therefore not realistic that we will be able to lock all of the data/documents from all of the course projects in the instructor's filing cabinet. Students will be instructed to associate a subject number for each subject and to not record any names to mainain confidentiality. All data collection instruments (e.g., questionnaires) will require a subject number rather than a subject name or initials. Students will be required to keep all data under password protection during the period of the course and then delete the data after the course. EECE518 has an expected enrollment of 12 students per year and will be treated slightly differently in that the students in the course are graduate students and they may extend their course projects by generating research papers or creating thesis projects that build on their course projects. All students will be required to either use password protection for digital data or store data in a locked cabinent during the course. EECE518 students that have no intention of extending their course projects will be instructed to destroy any data and instruments within 6 months of the termination of the course. Those students who do expect to build on their course projects will be instructed to store all confidential course material in a locked filing cabinet (which all grad students in Electrical and Computer Engineering have access to) for a period of 5 years or under password protection if digital. If such a student leaves the university before 5 years have passed, the confidential material will be transferred to the instructor's locked filing cabinet. Copies of course project videotapes that the instructor believes will be instructive for future 418/518 classes or research meetings will be kept in the instructor's locked filing cabinet. Students will be instructed about removing any identifying marks in images or video material they plan to use in their presentation/reports.
8.2. Access to Data Who will have access to the data (e.g., co-investigators, students or translators)? How will all of those who have access to the data be	The course instructor and the students assigned to each project will have access to the data collected for that project. In the case of EECE418, teaching assistants will also have access to the data collected. Students will be

made aware of their responsibilities concerning privacy and confidentiality issues?	taught about responsibilities concerning privacy and confidentiality of data in EECE418 and EECE518.
8.3. Protection of Personal Information Describe how the identity of research participants will be protected both during and after the research study, including how participants will be identified on data collection forms.	
8.4. Transfer of Data Will any data that identify individuals be transferred (available) to persons or agencies outside of the University?	no
If YES, describe in detail what identifiable information is released, to whom, how the data will be transferred, how and where it will be stored and what safeguards will be used to protect the identity of participants and the privacy of their data. Attach the data transfer agreement if applicable.	
8.5. Retention and Destruction of Data UBC policy requires that data be kept for at least 5 years within a UBC facility. If you intend to destroy the data at the end of the storage period describe how this will be done to ensure confidentiality (e.g., tapes should be demagnetized, paper copies shredded). UBC has no explicit requirement for shredding of data at the end of this period and it may be kept	The data collected in EECE418, EECE518 and the special topics course is not intended for publication and will thus not be revisited. However, all confidential video data associated with the study must be given to the PI for destruction after the course.

indefinitely. Please note that the responsibility for the security of the data rests with the Principal Investigator.	
8.6. Future Use of Data Are there any plans for future use of either data or audio/video recordings? Provide details, including who will have access and for what purposes, below.	Although the data collected in EECE518 and the special topics course is not specifically intended for publication, there may be cases where a graduate student will build on a course project in such a way that a publication results. If this is the case, all the data will be maintained in a locked filing cabinet at UBC accessible only to the PI and the graduate student for at least 5 years. If students do not intend on publishing their course projects, the data will be destroyed and any videotapes will be demagnatised as indicated in 8.4.
8.7. Feedback to Participants Are there any plans for feedback on the findings or results of the research to the participant? Provide details below.	no plan for this
9. Documentation - Human Ethics Application for Behavioural Study [View Form]	
9.1. Research Proposal Examples of types of proposals are listed on the right. Click Add to enter the required information and attach the documents.	Document Name / Version / Date / Password (if applicable) course syllabus EECE418 — December 1, 2007 — [View] course syllabus EECE518 — December 1, 2007 — [View]
9.2. Documentation of Consent Examples of types of consent documents are listed on the right. Click Add to enter the required information and attach the documents.	Document Name / Version / Date / Password (if applicable) Consent form for Contextual Inquiry — October 8, 2008 — [View] consent (no video) — December 1, 2007 — [View] consent (video) — December 1, 2007 — [View]
9.3. Documentation of Assent Examples of types of assent documents are listed on the right. Click Add to enter the required	Document Name Version Date Password (if applicable)

information and attach the documents.	
9.4. Advertisement to Recruit Participants Examples are listed on the right. Click Add to enter the required information and attach the documents.	Document Name Version Date Password (if applicable)
9.5. Questionnaire, Questionnaire Consent Cover Letter, Tests, Interview Scripts, etc. Please click Add to enter the required information and attach the documents.	Document Name Version Date Password (if applicable) sample interview questions December 1, 2007 [View] sample questionnaire December 1, 2007 [View]
9.6. Letter of Initial Contact Please click Add to enter the required information and attach the forms.	Document Name Version Date Password (if applicable)
9.7. Other Documents A. Other documents: Examples of other types of documents are listed on the right. Click Add to enter the required information and attach the documents.	Document Name Version Date Password (if applicable)
B. If a Web site is part of this study, enter the URL below. Since URL's may change over time or become non-existent, you must also attach a copy of the documentation contained on the web site to one of the sections above or provide an explanation.	
10. Fee for Service - Human Ethics Application for Behavioural Study [View Form]	
Mechanism for Submitting Fee. Please indicate which of the following method of payment will be used for this application:	
Contact information	

regarding where to send the invoice.	

12. Save Application - Human Ethics Application [View Form]

Print Close