**CONSENT TO PARTICIPATE IN RESEARCH**

***Workplace Ethnography Project***

**Introduction**

My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,I am anundergraduateat Great Bay Community College. I would like to invite you to take part in my **voluntary** research study, which concerns the culture of work within \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *[state the career/area of interest].*

**Procedures**

If you agree to participate in my research, I will conduct an interview with you at a time and location of your choice. The interview will involve questions about *[themes, types of questions].* It should last about 45-60 minutes. With your permission, I will audiotape and take notes during the interview. The recording is to accurately record the information you provide, and will be used for reference in my final paper and presentation only. If you choose not to be audiotaped, I will take notes instead. If you agree to being audiotaped but feel uncomfortable at any time during the interview, I can turn off the recorder at your request. Or if you don't wish to continue, you can stop the interview at any time.

**Benefits**

There is no direct benefit to you from taking part in this study.

Risks/Discomforts

Some of the questions regarding your career and experiences may make you uncomfortable or upset. You are free to decline to answer any questions you don't wish to, or to stop the interview at any time. As with all research, there is a chance that confidentiality could be compromised; however, I am taking precautions to minimize this risk by changing any names in the Workplace Ethnography paper or presentation.

**Confidentiality**

Your study data will be handled as confidentially as possible. To minimize the risks to confidentiality, I will delete the recording after finishing my paper, destroy any paper notes after turning a copy into my professor, and not using names in my final paper or presentation. Consent forms will be retained by the CCSNH IRB for one year and then destroyed.

**Compensation**

You will not be paid for taking part in this study.

**Rights**

***Participation in research is completely voluntary***. You are free to decline to take part in the project. You can decline to answer any questions and are free to stop taking part in the project at any time. Whether or not you choose to participate in the research and whether or not you choose to answer a question or continue participating in the project, there will be no penalty to you or loss of benefits to which you are otherwise entitled.

**Questions**

If you have any questions about this research, please feel free to contact me. I can be reached at *[email address]*.

If you have any questions about your rights or treatment as a research participant in this study, please contact the Community College System of New Hampshire’s Ethical Research Board Chairperson (Dr. Aimee Huard) at CCSNHIRB@ccsnh.edu.

I give consent to be audiotaped during this study.

 \_\_\_Yes \_\_\_No

 *(If applicable)* I give consent for photographs resulting from this study to be used for *(describe proposed use of tapes)*:

 \_\_\_Yes \_\_\_No

I would like to receive a copy of the narrative written from this interview.

 \_\_\_Yes \_\_\_No

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# CONSENT

You will be given a copy of this consent form to keep for your own records.

If you wish to participate in this study, please sign and date below.

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Participant's Name *(please print)*

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Participant's Signature Date