

Participant Information Sheet/Information about the research

(Draft Version 2 / Final version 1.0: 20.6.24)

Title of Study: Sense of Belonging exhibition & catalogue

We are inviting you to take part in a research study. Before you decide, it is important that you know why we are doing the study and what is involved. Please read the following information carefully.

What is the purpose of the study?

The aim of the open call is to provide an opportunity to examine the theme 'sense of belonging' from a range of perspectives through creative practice. The works and accompanying texts will be exhibited in Project Space Plus at UoL 9th-11th July, as part of the Foundation Year Network Annual Conference, documented through photography and video and an online catalogue. The work and texts will be analysed by the investigators who are looking to identify common topics, methods and processes that could be developed in future transdisciplinary projects, and to demonstrate how creative practice has the potential to generate new ways of thinking about or tackling issues of belonging. The exhibition, and research questions will also be the context for a Zine making workshop, and for responsive/participants, academics from different disciplines who will write a response to the works, all of which will extend the research further.

- How can Art & Design, or other creative mediums help to foster or express a sense of belonging? what are the common that emerge from the works submitted to the prompts provided on the open call.
- Participants will have the opportunity to exhibit work in a gallery, which will have an online presence. It provides an opportunity to make work about an important and personal topic and the potential to influence the focus of future student and/or research projects
- The study will be conducted at the University of Lincoln, and collaboratively online spaces.

Am I eligible to take part?

You are being invited to take part because you are a student or staff member at the University of Lincoln or North West University, or have recently graduated having previously studied on the Arts Foundation Year at the UoL.

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.

What will I be asked to do?

You will be asked to

- submit your work physically to PDW1017 or digitally before 26th June 2024 via the online form
- all participants will be required to fill in the online submission form, this includes a request for a short rational /statement/narrative outlining your aims, approach, and focus (200-300 words), please consider how your work contributes to the prompts on the brief.
- You will need consent for your work to be part of this research and can complete this electronically.
- We will only need your works until 22nd July 2024

- The research and analysis will continue over the following 12 -18th months.
- The study will involve the documentation of the exhibition and workshop through video, 3d scanning and photography.
- Your work may be photographed and used as collage material for the Zine workshop if you have ticked the approve box on the submission form.
- The discussion following the Zine workshop will be audio recorded for transcription purposes.
- That specific consent will be needed if published material would identify participants etc.

Will I be paid expenses for taking part?

You will not be paid to participate in the study.

What are the possible benefits / risks of taking part?

The benefits for participants is that exhibition will be seen by approx. 200 delegates of the Foundation Year Network conference. The exhibition will be documented through a 3D matterport scan, via an online blog and digital catalogue. It will also be the focus of an online symposium, a digital catalogue will be designed, in addition to a zine and other publications. There are no risks, other than your work/opinions may be critiqued. It is important to note that the curators and researchers may have to provide trigger warnings or not be able include all images on certain platforms and reserve the right to be selective, moderate work that could be deemed offensive pertains to protected characteristics.

Will anyone know I have taken part?

The University of Lincoln (UoL) is the sponsor for this study based in the United Kingdom. We will be using information from you in order to undertake this study and will act as the data controller for this study. This means that we are responsible for looking after your information and using it properly.

The research team will keep your name and contact details confidential and secure. The research team will use this information as needed, to contact you about the research study, and make sure that relevant information about the study is recorded for your care, and to oversee the quality of the study. Certain individuals from UoL may look at your research records to check the accuracy of the research study. The people who analyse the information will not be able to identify you and will not be able to find out your name or contact details.

Your work and accompanying text will be acknowledged if you have requested this, otherwise you will not be identified in any report/publication if you do not wish to be.

Where will my data be stored?

The data obtained from the study will be stored securely on the university OneDrive in password protected files. Only the researcher/researchers will have access to it. Paper copies will be stored in a secure cabinet/office at the University. The data from this study *may* be put in an Open Access repository for other researchers to use in future research. If so, responses will be anonymised and any personal data (e.g. contact details) will be removed.

We will keep identifiable information (e.g. contact details) about you for 2 years after the study has finished Sept 2026. This information may be used in relation to further projects – you will be asked to provide your consent if this is the case.

What will happen if I don't want to carry on with the study?

You are free to withdraw at any point from this study, without having to give a reason, by contacting hconnelly@lincoln.ac.uk

If you choose to withdraw from the study, we may keep the data that we have already obtained, in accordance with our Research Participant Privacy Notice (see below). To safeguard your rights, we will delete all personal details/use the minimum personally identifiable information possible.

What will happen to the results of the research study?

You should be able to tell the research participants what will happen to the results of the research, e.g. when the results are likely to be published and where they can obtain a copy of the published results. If the study is to be written up as part of an educational qualification, you must tell participants that this is the case. Ensure that the detail you give here is consistent with the information provided in your ethics application.

Who is organising and funding the research?

This research is being organised by Dr Heather Connelly at the University of Lincoln and is being funded through the PPRAF fund, CoASHH University of Lincoln.

Who has reviewed the study?

All research conducted by the University of Lincoln is looked at by an independent group of people, called a Research Ethics Committee, to protect your rights, dignity and wellbeing. This study has been reviewed and given favourable opinion by a University of Lincoln Research Ethics Committee 17997

What if there is a problem?

It is very unlikely that this study would cause you any harm. If you have a concern or a complaint about any aspect of this study, you should ask to speak to the researchers who will do their best to answer your questions. The researchers contact details are given at the end of this information sheet.

If you remain unhappy and wish to complain formally, you can make a formal complaint through the University complaints procedure or by contacting ethics@lincoln.ac.uk.

Further information and contact details

Contact details

Dr Heather Connelly, Senior Lecturer and International Lead for the School of Design, University of Lincoln.

Hconnelly@lincoln.ac.uk

Nick Wilson, Lecturer School of Design, University of Lincoln.

Nwilson@lincoln.ac.uk

Dave Eccles, Senior Lecturer, School of Design, University of Lincoln.

Deccles@lincoln.ac.uk

Jo Mansfield, Senior Lecturer, School of Design, University of Lincoln.

jmansfield@lincoln.ac.uk

Information compliance

The University of Lincoln is the lead organisation for this study and will be the data controller for this study. This means that we are responsible for looking after your information and using it properly.

The university's **Research Participant Privacy Notice** (<https://ethics.lincoln.ac.uk/research-privacy-notice/>) explains how we will be using information from you in order to undertake this study.

If you feel that we have let you down in relation to your information rights then please contact the Information Compliance Team by email on compliance@lincoln.ac.uk or by post at Information Compliance, Secretariat, University of Lincoln, Brayford Pool, Lincoln, LN6 7TS.

You can also make complaints directly to the Information Commissioner's Office (ICO). The ICO is the independent authority upholding information rights for the UK. Their website is ico.org.uk and their telephone helpline number is 0303 123 1113.