**Invitation to Participate in Research**

## Exploring a framework for shaping tomorrow; tackling emerging challenges today

## Invitation to Participate

You are invited to take part in a study being conducted by Paula Shaw, from the University of Derby to validate the ‘practice orientated framework to support successful Higher Education online learning’ now known as the PROPHET Framework as a method of establishing short term goals (2 – 3 year) that will shape strategic and pedagogic research practice.

It is important for you to understand why the research is being conducted and what your participation will involve. Please take time to read the following information carefully and feel free to discuss the study with others if you wish. If there is anything which is not clear or you would like further information about the study please contact one of the researchers.

**What Is The Study About?**

The aim of the study is to validate the ‘practice orientated framework to support successful Higher Education online learning’ now PROPHET Framework (Pedagogic Realignment with Organisational Priorities and Horizon Emergent Technologies) as a method of establishing short term goals (2 – 3 year) that will shape strategic and pedagogic research practice.

**Am I Eligible To Participate?**

We are interested in the accounts of educators with a vested interest in the strategic and research development of online learning. The view of educators will be collated during the breakout session, **Wednesday, February 20, 2019 11:45 AM - 12:30 PM** Meeting Location:Hilton Anaheim (777 W. Convention Way, Anaheim, CA)

**Do I Have To Participate?**

No. It is your decision whether or not to participate in this study, your participation is voluntary. If you decide not to take part on the study your Breakout session facilitators will ensure that you take part in group-work where your data isn’t captured.

**If I Participate Can I Withdraw From The Study?**

If you decide to take part you will be asked to sign an informed consent form. This states that you are free to withdraw from the study, along with your data, by removing your own Post-It notes comments, without explanation or penalty at the end of the session.

**What Will I be Expected to do?**

You will take part in the breakout group with an assigned facilitator. You will be asked to consent to the researcher using the data you produce, namely the re-constructed framework/s, the ‘Say No’ poster and any sticky note comments that you choose to add to the framework, for research purposes.

**How Much Time Will it Take?**

The whole activity which includes an introduction and a debriefing of your participation at the end with an opportunity to ask questions about the study should take no more than 45 minutes.

**Where Will the Breakout Group Take Place?**

EDUCAUSE, the [ELI Annual Meeting](https://events.educause.edu/eli/annual-meeting/2019), February 19 – 21, 2019 in Anaheim, CA.

**What Are The Possible Benefits of Taking Part?**

The available horizon scanning reports indicate a time of great change for Higher Education and online learning. The benefits of taking part will be to validate the ‘practice orientated framework to support successful Higher Education online learning’ now PROPHET Framework as a method of establishing short term goals (2 – 3 year) that will shape strategic and pedagogic research practice. With possible wider implications across International Universities. This research output will inform managers, educators and researchers in the education field.

**Are There Any Risks to Participating in the Study?**

It is not anticipated that there will be any risk beyond discussions you would have in everyday life.

**Will Anyone Know What I Said or Did?**

Your consent to participate in this study means that your name and any other information which could personally identify you, will remain confidential to the researchers. This will be achieved through the generation of an individual participant code and pseudonym. Your analysed data will be published in the final report and may be used in teaching materials, but remain unidentifiable, and your personal information will not be published.

**What Will Happen With The Results Of The Study?**

The analysed data will be submitted to an academic journal for publication, released as a report to inform future strategic and research developments and may be presented as an academic presentation or used in teaching materials.

**Where Do I Get Questions Answered and Concerns aired?**

If you have any questions or concerns about any aspect of this study, now or retrospectively, should you choose to participate, you should contact the researcher.

**Who Has Reviewed and Approved The Study Proposal?**

This study has been reviewed and approved by the Research Ethics Committee, University of Derby (Ethics Ref No: **260318PS** Contact: udolethics@derby.ac.uk).

**If I want to Participate in this study who do I contact?**

If you wish to participate please complete the consent for online or collect a consent form from Paula Shaw at the start of the breakout session.

*Thank you for taking the time to consider your participation in this study!*

**Breakout Session Consent Form**

**Purpose of the Study**

The purpose of this focus group is to:

* Explore the important issues for the target audience a) pedagogic classifications and b) educational planning classifications, contained within the practice orientated framework and how these relate to the Horizon Report Challenges
* Systematically study each classification in turn to validate / question the validity of the topics contained there-in
* Develop new agreed valid topics to be incorporated into the classifications

**Breakout Group Schedule**

Objectives:

1. Identify a short to mid-term horizon challenge that will have a disruptive effect on their institution’s future.

2. Categorise theories, models and strategic approaches using the ‘Practice Orientated Framework’ (Shaw, 2017) now PROPHET Framework that best overcome the challenge.

3. Produce a refined framework through peer collaboration that could be applied within their institution.

**The role of the facilitators**

The role of the facilitators will be to make sure that participants are appropriately grouped and that groups discuss all of the issues planned. The facilitators will also making sure that the group stays on topic, everyone has a chance to talk and that they discuss all of the issues listed in the questions. However participants can contact the researcher at any time to clarify any concerns they may have about the study or their participation.

**Contacts and Questions**

At this time you may ask any questions you may have regarding this study. If you have questions later, you may contact the researcher.

**Consent**

For the researcher to use your data from this study, it is necessary that you give your informed consent. By signing this informed consent statement you are indicating that you understand the nature of the research study and your role in the study, and that you agree to participate in the research. Please confirm the items below by clicking (crossing) the boxes,

[ ]  I agree to my data being used in the project specified above.

[ ]  I have read the information in the *Invitation to Participate* sheet about the study and have had a chance to ask any question I have about the study.

[ ]  I understand the purpose of the study and I am aware of what my participation involves.

[ ]  I understand that my participation is voluntary and that I can withdraw my data at the end of the breakout session without being penalized or disadvantaged in any way.

[ ]  I am aware that selected extracts from the post-it notes will be quoted in published reports about the study.

[ ]  I understand that any data that the researcher extracts from the breakout session for use in reports or published findings will not, under any circumstances, contain names or identifying characteristics.

[ ]  I consent to the use of my data for use in potential teaching materials, under the same conditions of confidentiality described for this study

Participant’s name:

Signature (electronic signature is fine):

Date:

*Thank you for your participation!*

Researchers will be collecting data from your participation in this study as described in the information sheet and consent form. This is the legal basis on which we are collecting your data and while this allows us to use your data, it also means we have obligations towards you to:

* not seek more information from you than what is essential and necessary for the study.
* make sure that you are not identified by the data by anonymising it using ID codes;
* use your anonymised data only for the purposes of this study and for any relevant publications that arise from it.
* store data safely in password-protected databases to which only the named researchers have access
* not keep your information for longer than is necessary (usually for seven years);
* safely destroy your data by shredding or permanently deleting them.

The University of Derby will act as the Data Controller for this study. This means that the University is responsible for looking after your information and using it properly. Researchers on the project with access to the data are highly qualified and experienced and have been very careful to ensure the security of your data. The study was approved for its ethical standards by The University of Derby Human Sciences Research Ethics Committee. However, in the unlikely event that you feel you need to make a complaint regarding the use of your information, you can contact the Data Protection Officer at the University of Derby: James Eaglesfield (01332) 591762 or the Information Commissioners Office 0303 123 1113. Further information about the project can be obtained from Paula Shaw, Email: p.shaw@derby.ac.uk Telephone: +44(0)1332591586 at the University of Derby, Kedleston Road, Derby DE22 1GB.”