Here is an outline of the information you should consider including on a ‘Data collection and data sharing’ form. This template is not prescriptive and it is provided to act only as a guide for your research project requirements. Please note this template is more compatible for use on large scale research project.

Data Collection and Data Sharing Information Sheet

Research project title:
Research investigator:

We have several different ways that we will be using to collect and share data for this research project. We are providing this sheet so that participants can see the various ways that their contribution will fit into the work.

Interviews
We are conducting interviews with (state target group and geographical location) state how long the interviews will take, and how many interviews the participant will be asked to take part in. Describe what the type of questions will be asked in the interview. You will be given a copy of the questions beforehand.

Audio-Visual teams
We will be using a team to take videos, images and sound for our website (or state other uses). The reason for using the video footage is to (state reason).

Sharing our findings
There are several ways that the data we collect in this project will be shared. We will be writing several academic articles (you may also be using material for a book or for writing community news articles – state what other materials you may be producing). All material will be available on the website. State if you will have additional forums such as a blog or Facebook account. Mention here if you intend to have a launch to announce the findings and how a participant would be able to find out about these dates.

For more information

This research has been reviewed and approved by the Edinburgh University Research Ethics Board. If you have any further questions or concerns about this study, please contact:

Name of researcher
Full address
Tel:  
E-mail:  

You can also contact (Researchers name) supervisor:  
Name of researcher  
Full address  
Tel:  
E-mail:  

What if I have concerns about this research?  
If you are worried about this research, or if you are concerned about how it is being conducted, you can contact the Chair of the GeoScience Ethics Committee, University of Edinburgh, Drummond St, Edinburgh, EH8 9XP (or email at ethics@geos.ed.ac.uk).

Add names of any associated funding bodies and their logos