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## **Participant Information Leaflet for educators participating in the focus group**

**Study Title:** Rethinking assessment practices in higher education

**Investigator(s):** Elena Riva (University of Warwick) and Danijela Gasevic (Monash University)

### **Introduction**

You are invited to take part in a research study. Before you decide, you need to understand why the research is being done and what it would involve for you. Please take the time to read the following information carefully. Talk to others about the study if you wish.

Please ask us if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part.

### **Who is organising and funding the study?**

The study is organised in partnership between the University of Warwick and Monash University and is funded by the Monash Warwick Alliance Education Fund.

### **What is the study about?**

The overarching aim of the project is to describe the current state of evidence and practice related to assessment, including the barriers to its effective implementation among higher education educators. Assessment has a central role in higher education. Moving from traditional assessment practices towards diverse, dynamic, authentic and feedback-oriented assessments in higher education continues to remain a challenge. This barrier may be due to resistance in achieving change in assessment practices. Assessment literacy can also play an important role in addressing resistance to change. However, current assessment literacy tools predominantly focus on early conceptions of assessment literacy.

This project aims to measure assessment literacy related to contemporary assessment practices, identify potential barriers to implementation of effective assessment among educators; and develop materials for a professional education masterclass on implementing effective assessment in public health teaching.

Considering the existing Monash-Warwick networks between health educators, our focus population will be public health educators. The study will explore lived experiences related to assessment of undergraduate and postgraduate students and public health educators. The study will develop a masterclass in Assessment practice to build assessment literacy of Public Health educators.

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## **What would taking part involve?**

You are invited to take part in this study because you have participated in the assessment masterclass, and you are a Public Health educator University of Warwick or Monash University.

Taking part would involve participating in a focus group to review the impact of the masterclass, and help us identify and better understand potential barriers to implementation of effective assessment among public health educators. The focus group will include other public health educators who will have shared experiences teaching in public health and you can therefore inspire or support each other in responding to the researcher's questions.

The focus group will last an hour to an hour and half maximum and will be video recorded. Video images will mainly be used for analysis purposes including distinguishing speakers and identifying any non-verbal expressions. The recorded data will be transcribed verbatim (using audio tracks) anonymised and analysed to identify key barriers to implementing effective assessments.

## **Do I have to take part?**

No. Participation in this study is completely voluntary and choosing not to take part will not affect you in any way. You can also choose to withdraw your participation without giving a reason during the focus group.

After the focus group is completed, you will not be able to withdraw because the data will be anonymised and therefore it will not be possible to identify your data.

The transcription will be kept for at least Warwick: 10 years according to the University of Warwick policy. The video recording will be deleted once transcription has been recorded.

## **What are the possible benefits of taking part in this study?**

Your contributions through participating in the focus groups will be invaluable to developing recommendations for improving the masterclass and for shaping assessment's future development. Indeed, the results of this research can help inform future assessment education strategies and help further tailor the programs offered to train new educators when coming to Monash and Warwick universities.

You will be contributing to a study which supports the networks between Warwick and Monash and strengthens the relationships between the teams and universities, enabling a foundation for continuing to work together towards implementation of effective assessment in both universities.

## **What are the possible disadvantages, side effects or risks, of taking part in this study?**

We do not foresee any risks to taking part in the study. In the unlikely event that the focus group leads to any distress, the researcher will be able to provide information on where to seek help. The focus group will last for approximately 60 minutes. During the focus group, participants can choose not to answer the questions or discuss any topics of interest to researchers.

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## **Expenses and payments**

You will not incur in any expense.

## **Will my taking part be kept confidential?**

No identifiable person names will be used in the transcriptions and writing of the research reports and papers. Your contribution will be anonymised as part of the transcription process. This means that once the focus group concludes and the recording has been submitted to the research team, it will not be possible to withdraw this data as your individual responses cannot be identified.

## **What will happen to the data collected about me?**

As a publicly funded organisation, the University of Warwick have to ensure that it is in the public interest when we use personally identifiable information from people who have agreed to take part in research. This means that when you agree to take part in a research study, such as this, we will use your data in the ways needed to conduct and analyse the research study.

We will be using information from you in order to undertake this study and will act as the data controller for this study. We are committed to protecting the rights of individuals in line with data protection legislation. The University of Warwick will keep information about you for 10 years after the study has finished.

No identifiable data will be collected from you as part of this study. At the beginning of the focus group, you will be instructed by the facilitator not to utilise any names or places that would reveal their own or others' identities as part of the written accounts, such as referring to other participants by name. The researchers would remove any identifying information at analysis stage if not addressed by you. Following the completion of the transcript from the focus group, the video recordings will be deleted. All data that are no longer required will be permanently deleted from the server.

Data may also be used for future research, including impact activities following review and approval by an independent Research Ethics Committee and subject to your consent at the outset of this research project.

For further information, please refer to the University of Warwick Research Privacy Notice which is available here: <https://warwick.ac.uk/services/idc/dataprotection/privacynotices/researchprivacynotice> or by contacting the Legal and Compliance Team at [GDPR@warwick.ac.uk](mailto:GDPR@warwick.ac.uk).

## **What will happen if I don't want to carry on being part of the study?**

Your participation is entirely voluntary, and a decision to withdraw participation from the study without giving a reason, will not affect you in any way. You can withdraw at any point while completing the focus group without giving any explanation to the researchers. However, if you chose to complete the focus group, it will not be possible to withdraw this data as it will be anonymised. Therefore, your individual responses cannot be identified.

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### **What will happen to the results of the study?**

Upon completion of the focus group, data analysis and interpretation, the results of the study will be translated in the form of a publications in the peer-reviewed journals. The results may also be utilised in other types of academic communications, such as social media platforms, websites, conferences, events, seminars, etc.,

### **Who has reviewed the study?**

This study has been reviewed and given favourable opinion by the Monash University Human Research Ethics Committee (MUHREC) (for Warwick: This study has been reviewed and given favourable opinion by the University of Warwick's Humanities and Social Science Research Ethics Committee (HSSREC)).

### **Who should I contact if I want further information?**

If you would like further information or if you have any questions, please email Dr Elena Riva ([e.riva@warwick.ac.uk](mailto:e.riva@warwick.ac.uk)).

### **Who should I contact if I wish to make a complaint?**

Any complaint about the way you have been dealt with during the study or any possible harm you might have suffered will be addressed. Please address your complaint to the person below, who is a senior University of Warwick official entirely independent of this study:

#### **Head of Research Governance**

Research & Impact Services

University House

University of Warwick

Coventry

CV4 8UW

Email: [researchgovernance@warwick.ac.uk](mailto:researchgovernance@warwick.ac.uk)

Tel: 02476 575733

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter: [DPO@warwick.ac.uk](mailto:DPO@warwick.ac.uk).

If you are not satisfied with our response or believe we are processing your personal data in a way that is not lawful you can complain to the Information Commissioner's Office (ICO).

**Thank you for taking the time to read this explanatory statement.**