

- Summarize the project.
- Does the project require IRB approval?
- How and to what extent will the results and the raw data from the project be made publicly available? If there are results or data that will not be publicly available, who will these be shared with?
- Describe all of the data that will be collected as part of the project, along with its source or means of collection.
- Making sure to consider all of the data described above, answer the following questions:
  - Will any data collected be directly identifiable to an individual (e.g., because their name or image was collected along with the data)?
  - Will any data be indirectly identifiable (e.g., because the data includes a recording of their voice, or identifies the likely location of their home)?
  - Will any of the following specific types of information be collected:
    - Social security numbers?
    - Dates of birth?
    - Financial account numbers?
    - Information about health or medical treatments?
    - Information about a student, obtained from a school or college?
    - Information solicited directly from a child?
  - Will there be any audio or video recording, or still photography, likely to capture individuals' voices or likenesses?
  - Will the data collected permit the geographical tracking (in real time or after the fact) or individuals?
  - Will there be collection of any communications for which there is normally an expectation of privacy (e.g., telephone conversations, emails, etc.)?
  - Will there be any collection of data that might cause embarrassment (e.g., sexual health data, consumer preferences, etc.)?
  - Will the project involve directly interacting with individuals (e.g., by asking questions)?
  - Will the project involve any cooperation with a law enforcement organization?
  - Will there be any collection of data that could be used to subject individuals to a criminal penalty or a lawsuit, or might to be requested by a law enforcement agency (e.g., data showing that an individual is violating tax laws, or acting as a nuisance to his/her neighbors)?

- Will identifiable information about individuals be obtained from a governmental source or industry sponsor?
- Will there be any collection of data in other states or countries (e.g., the EU, which operates under substantially stricter privacy laws)?
- Will the project result in the publication of information that is identifiable (directly or indirectly) to specific individuals?