

DECLARATION OF RESEARCH ETHICS AND/OR ASSESSMENT OF RISK

All research and scholarship proposals, whether funded or not by internal or external funds, must submit a RESEARCH ETHICS/ASSESSMENT OF RISK FORM to the DIT Research Ethics Committee.

This is a self-declaration process. The researcher is asked to formally identify any possible ethical issues or risks that might arise in the course of the work, and to sign the documentation.

Please refer to the Guiding Principles and Procedures indicated on the DIT Research Ethics website prior to completing this form:

- <http://www.dit.ie/DIT/graduate/ethics/index.html>

PLEASE NOTE

- You are requested to attach a copy of your research application to this form.
- The RESEARCH ETHICS /ASSESSMENT OF RISK FORM must be signed by the applicant(s)
- Ethical Approval must be granted prior to start of any research/scholarly activity or prior to funding being released for the project, as appropriate.
- No postgraduate research student will normally be registered until the proposal is cleared by the DIT Research Ethics Committee.

Completed forms should be returned to: Research Ethics Committee, c/o Office of Graduate Studies, DIT, 143-149 Lower Rathmines Road, Dublin 6.

Title of the proposed project:		
Can community education through the deliverance of a Digital Media Technology ePortfolio, bridge the gap between the transitions of further education to employment, from a tutor and students perspective?		
Please Note: At present my research proposal plan and design has been passed, but my overall proposal is subject to a pass mark based on an improved literature review, I am seeking permission in order to begin research to keep to my project timelines.		
Applicant Details (Use Block Capitals):		
Surname: MC CANN	Forename: GERALDINE	Title: Mrs
Present appointment: Student on the MSc Applied eLearning Year 2		
School/Department/Centre: Dublin Institute of Technology 14 Upper Mount Street Dublin 2		
Faculty: (LTTC) Learning Teaching, and Technology Centre		
Mobile Tel: 0876129534		
E-mail: mccann.geraldine@gmail.com		

Other departments/organisations/individuals involved:

- a) Celia Rafferty Adult Education Officer (CDETb)
- b) Sinead Mc Cann Project Officer Community Links DIT

Please Note: A Community, Student and DIT Collaboration Agreement/Students learning with communities projects form has been signed between the Researcher, Geraldine Mc Cann, Celia Rafferty, Adult Education Officer CDETb Community Partner, Supervisor Dr. Claire McAvinia DIT & Sinead Mc Cann, Project Officer Community Links DIT. This is also available on request.

Source of Funding:
NO

Has the current research project already received approval from another research ethics committee?
NO

If so, please enclose relevant information and documentation

Generic Projects:

Researchers may receive approval for a cluster of similar research activity by approval of a *generic protocol* to cover repetitive methodologies or activities. A *generic protocol* should comprise a covering letter setting out the circumstances and rationale for generic approval, outlining the procedures to be followed in all such projects, in addition to completion of the appropriate appendices.

If this project is part of a cluster of research with similar methodology, please tick here and submit a generic protocol to cover all such projects.

Insurance

Normally, DIT insurance covers standard research activity, including fieldtrips. Are you aware of any unusual or exceptional risks or insurance issues to which DIT's insurance company should be alerted? If so, please list the issues:
NO

Please note that no contract should be entered into for clinical/medical (including drug testing) or surgical trials/tests on any human subject until written confirmation has been received from the DIT's insurers that the relevant insurance cover is in place.

Are you or any members of the research team a member of any organisation that provides professional indemnity insurance?
NO

Name of the organisation:

Please provide written confirmation of the terms of insurance cover.

Professional Code of Conduct

Please reference, if appropriate, the Code of Ethical Conduct produced by your relevant professional organization(s), which also informs your research.

Please note that: Where those requirements conflict with DIT requirements, the latter will normally be followed. In all such circumstances, please contact the Office of Research Ethics for clarification.

All researchers must confirm with the Data Protection Act 1988. Please consult the DIT Data Protection Officer for advice.

IDENTIFICATION OF ETHICAL ISSUES AND/OR RISK

Do any of the following ethical issues or risks apply in your research? If so, tick all box(es) which apply and complete the relevant Appendix, which can be downloaded from <http://www.dit.ie/DIT/graduate/ethics/index.html>

Yes	No	Does your research involve...
YES		Impact on human subject(s) and/or the researcher(s) [Appendix 1]
YES		Consent and advice form given to subjects prior to their participation in the research [Appendix 2]
	NO	Consent form for research involving 'less powerful' subjects or those under 18 years [Appendix 3]
	NO	Conflict of interest [Appendix 4]
	NO	Drugs and Medical Devices [Appendix 5]
	NO	Ionising Radiation [Appendix 6]
	NO	Neonatal Material [Appendix 7]
	NO	Animal Welfare [Appendix 8]
	NO	General Risk Assessment [Appendix 9]
	NO	Hazardous Chemical Risk Assessment [Appendix 10]
	NO	Biological Agents Risk Assessment [Appendix 11]
	NO	Work involving Genetically Modified Organisms Risk Assessment [Appendix 12]
	NO	Field Work Risk Assessment [Appendix 13]

If other risk and/or ethical issues are identified please provide a written submission which outlines the issues and the manner in which they are being addressed.

Please tick the appropriate box below

- No, there are no** ethical issues and/or risks involved in your research project, **please tick here, and sign the declaration on page 5.**
- Yes, there are ethical** issues and/or risks involved in your research, **please tick here and complete the appropriate forms identified above.**

In accordance with the Principles of the Declaration of Helsinki and DIT Principles and Procedures, I declare that the information provided in this form is true to the best of my knowledge and judgement.

I will advise the DIT Research Ethics Committee of any adverse or unforeseen circumstances or changes in the research which might concern or affect any ethical issues or risks, including if the project fails to start or is abandoned.

Geraldine Mc Cann

Geraldine Mc Cann
18/10/13 21:26 +01:00

Signature of applicant 1: I approve the document



Alchimia

Signature of Supervisor:

Checklist

Please ensure the following, if appropriate, are attached:

Documents to be attached	Tick if attached	Tick if not appropriate
Research Proposal	√	
Letters (to subjects, parents/guardians, GPs, etc)		√
Questionnaire(s)	√	
Advertisement/Poster		√
Ethical clearance from other ethical research committees		√
Copy of signed agreement of professional indemnity		√
Generic Protocol		√
Other (please specify)		
Appendix 1 & Appendix 2	√	
Summary of research proposal	√	
Participants Information Sheet & Consent form	√	
Sample draft questions for online questionnaire	√	