

Consent Form for Participation in Research Activities

Recovered Memories:
Bringing the Air Force Archive into the Digital Age

"Bureaucracy is not an obstacle to democracy but an inevitable complement to it." – Schumpeter

Whom to Contact about this study:

Principal Researcher: David Byrd
Department: University of Baltimore
Science, Information Arts, and Technologies
Yale Gordon College of Arts and Sciences

Telephone number: 301 335-8181

I. INTRODUCTION/PURPOSE:

I am being asked to participate in a research study. The purpose of this study is to determine individual and technical characteristics advantageous to digitizing analog historical documents. My involvement in this study will begin when I agree to participate and will continue until I no longer wish to contribute. Data collection for the study itself will last from approximately 1 October 2020 to 31 March 2021, although participants can choose to contribute for as short or as long a time period as desired.

II. PROCEDURES:

As a voluntary participant in this study, I will be asked to 1) complete a demographic questionnaire; 2) review a list of documents available for transcription/correction; 3) request or download the desired document; 4) transcribe/correct the document; 5) return to researcher. I may be asked to 6) complete a written post-activity interview. No of my personally identifying information (PII) will be included in any study results. My participation in this study will last for as long as I wish to continue transcribing or correcting documents. I am free to withdraw from participation in this study for any reason and at any time by simply informing the researcher or simply no longer doing the work. There is no penalty for withdrawing.

III. RISKS AND BENEFITS:

My participation in this study does not involve any significant risks. I have been informed that my participation in this research will not benefit me personally, but will 1) benefit organizations who wish to use crowdsourcing technique to obtain volunteers, 2) benefit the Air Force History and Museums program through donation of transcribed/corrected products.

IV. CONFIDENTIALITY:

Any information learned and collected from this study in which I might be identified will remain confidential and will be disclosed ONLY if I give permission. All personally identifiable information (PII) will be stored on an encrypted external/thumb drive in a locked safe; all personally identifiable information will be removed prior to use in the study. Only the researcher and his dissertation advisor will have access to records containing PII. No PII will be associated with my data or the resultant dissertation. By signing this form, however, I allow the research study investigator to make my records available to the University of Baltimore Institutional Review Board (IRB) and regulatory agencies if required by law.

Consenting to participate in this research also indicates my agreement that all information collected from me individually may be used by current and future researchers in such a fashion ***that my personal identity will be protected***. Such use will include sharing anonymous information with other researchers for checking the accuracy of study findings and for future approved research that has the potential for improving human knowledge.

V. SPONSOR OF THE RESEARCH:

This research study is being conducted in partial fulfillment of the requirements for a Doctorate in Science in Information and Interaction Design.

VI. COMPENSATION/COSTS:

My participation in this study will involve no cost to me. I will not receive compensation.

VII. PARTICIPANT RECRUITMENT:

Participants will be recruited via on-line crowdsourcing platforms to include but not limited to Zooniverse, and through notifications in various military and history organizations. Potential participants will then be prompted to an online application to access forms and documents.

VIII. CONTACTS AND QUESTIONS:

The principal investigator(s), David Byrd and his faculty advisor, Dr Deborah Kohl, have offered to and have answered any and all questions regarding my participation in this research study. If I have any further questions, I can contact them at 301 335-8181 and 410 837-4698, respectively, or david.byrd@ubalt.edu and dkohl@ubalt.edu. For questions about rights as a participant in this research study, contact the UB IRB Coordinator: 410-837-6199, irb@ubalt.edu.

IX. VOLUNTARY PARTICIPATION

I have been informed that my participation in this research study is voluntary and that I am free to withdraw or discontinue participation at any time for any reason.

I will be given a copy of this consent form to keep.

X. SIGNATURE FOR CONSENT

Mr Byrd and/or Dr Kohl have answered my questions and I agree to be a research participant in this study. By signing this consent form, I am acknowledging that I am at least 18 years of age.