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| ***Study 02 – Participant’s Information Sheet*** |  |

(Research title – Development of a Proposal for An Interface to Support Homeowner Decision-Making for Housing Retrofit)

**Study title - Validating information requirements as functional requirements with end users**

1. **About the nature of the research**

**✔ What is the title of the research project?**

Development of a Proposal for an Interface to Support Homeowner Decision-making for Housing Retrofit

**✔ What is the purpose of the research?**

To fulfil a part of the academic requirements of the doctoral programme enrolled by the research student.

**✔ Who is or will be undertaking it – the name(s) of the researcher(s)?**

Chamara Sandaruwan Panakaduwa Gamage

**✔ Where does the research originate from – the name of the researcher’s university or employing**

**organisation?**

The University of Salford - United Kingdom

**✔ Is the research being funded or sponsored – if so, by whom and why?**

Research costs will be borne by the student

**✔ Who is being asked to participate – i.e. broad details about the sampling frame, sample determination and size?**

Sampling frame - Homeowners in the UK

Sample determination - Simple random sampling

A sample size of 70 is expected to have 90% of confidence level and 10% of margin of error. (Equation value = 69)

Sample size - 70

**✔ How far has the research project progressed?**

Currently at the data collection stage

1. **About the requirements of taking part**

**✔ What type of data will be required from those who agree to take part?**

1. Details about your background, but NOT any details that can be used to identify who you are.
2. Opinions and knowledge about your house and upgrading your house (Retrofit).

**✔ How will these data be collected (e.g. interview, observation or questionnaire)?**

Through an online questionnaire survey

**✔ How much time will be required and on how many occasions?**

Approximately 10-20 minutes

**✔ What are the tentative dates to undertake the research and for participation?**

In between February 2023 to August 2023

1. **About the implications of taking part**

**✔ What assurances will be provided about anonymity and data confidentiality?**

The researcher personally assures the anonymity and data confidentiality of the survey. Further, the online questionnaire does not collect any contact details or personal information which can be used to trace back the respondent.

**✔ What will be the consequences of participating – possible risks, depending on the nature of the**

**approach, and expected benefits?**

There are no specific risks to note.

**✔ When will any expected benefit, such as the promise of a summary report of the findings, be**

**made available?**

The findings may be published in academic journals and final thesis publications of the doctoral study.

**✔ Depending on the nature of the research, when and how will any debriefing be conducted?**

Debriefing is not necessary due to the nature of the questionnaire survey

1. **About the rights of those taking part**

**✔ Recognition that participation is voluntary.**

Responding to the survey is purely voluntary

**✔ Recognition that those taking part have the right to decline to answer a question or set of questions; or to be observed in particular circumstances.**

The participants have the right not to answer a question or set of questions or refusing any further clarification.

**✔ Recognition that those taking part have control over the recording of any of their responses**

**where it is agreed that any type of photographic, video or voice recording may be made.**

Recognised the right of the participant.

**✔ Recognition that those taking part may withdraw at any time.**

A participant can withdraw from the survey before submitting the answers at any time without assigning a reason. However, it will not be practical to withdraw once the responses are submitted as the response does not contain personal details.

1. **About the use of the data collected and the way in which it will be reported**

**✔ Who will have access to the data collected?**

Research student

**✔ How will the results of the research project be disseminated?**

Through academic publications and the final thesis of the study.

**✔ How will assurances about anonymity and confidentiality be observed at this stage?**

Data regarding the personal information of the participants will not be included in the publications and will not be disseminated.

**✔ What will happen to the data collected after the project is completed?**

The data will be destroyed.

**✔ Where data are to be destroyed, what is the date by which this will happen?**

Data will be destroyed once the academic requirements of the programme is completed. This is scheduled to be by 27.09.2025 (End of the study programme) unless amended by the University.

**✔ Where data are to be preserved, where and how will these be stored securely, who might be given**

**access to them, and what safeguards will be established to ensure the continuing future confidentiality of these data and anonymity of those taking part?**

Data will be securely stored on the personal Microsoft drive under the student’s University email address. No one has access to the data other than the student and the University.

1. **Whom to contact to raise any concerns and questions about the research**

**✔ Have you established how you will provide those taking part with a person to contact about the**

**research, including name, work address, email and contact phone number?**

The research student’s and supervisor’s contact information are as follows.

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| Research student | Supervisor |
| Chamara Panakaduwa Gamage,  C/O Post Graduate Research Office,  University of Salford, 43 Crescent,  Manchester M5 4WT  Email - [C.S.PanakaduwaGamage@edu.salford.ac.uk](mailto:C.S.PanakaduwaGamage@edu.salford.ac.uk)  Phone - +447576801945 | Dr. Paul Coates  Architecture Design and Technology  Program Director  School of Science, Engineering & Environment University of Salford, Manchester M5 4WT  Email - [S.P.Coates@salford.ac.uk](mailto:S.P.Coates@salford.ac.uk)  T: +44(0) 0161 295 2165 |

1. **Assurance by the research student**

I am personally assure to maintain the highest level of professional and ethical standards as stipulated by the University of Salford and existing industry practice in the UK.

Full Name - Chamara Sandaruwan Panakaduwa Gamage

Date - 28.05.2023

1. **Informed consent of the respondent**

I have duly read and understood the above-mentioned information on the participant information sheet. By submitting the responses to the questionnaire survey, I consent voluntarily to be a respondent in this study and understand that I can refuse to answer questions and I can withdraw from the study at any time before submitting the responses, without having to give a reason.