



NATIONAL DIGITAL INFORMATION INFRASTRUCTURE AND PRESERVATION PROGRAM

Research Consent Form: Focus Groups & End User Interviews

Subject Name _____ Date _____

Title of Study: Web-at-Risk: A Distributed Approach to Preserving our Nation's Political Cultural Heritage - Content Identification, Selection, and Acquisition (CISA) Path

Researcher: [Insert Researcher's Name]
[Insert Researcher's Title]
[Insert Institution's Name]

Before agreeing to participate in this research study, it is important that you read and understand the following explanation of the purpose and benefits of the study and how it will be conducted.

Purpose of the Study

There are two assessment goals in the Content Identification, Selection, and Acquisition (CISA) path. The first is to identify the needs of both web content producers and the users of web archives, that is, those who publish or supply the materials for web-based collections and those who will access and use those materials. The second is to identify the needs of curators and others who will use the web crawler and its analyzer tools, which are being developed as part of this project.

Description of the Study

The Web-at-Risk project is one of eight digital preservation projects funded in 2004 by the Library of Congress. The Web-at-Risk project is a 3-year collaborative effort of the California Digital Library, the University of North Texas, and New York University. The project will develop a Web Archiving Service that enables curators to build collections of web-published materials. The content will be collected largely from US federal and state government agencies, but will also include political policy documents, campaign literature, and information surrounding political movements. The project work will be conducted along four paths of overlapping activities.

1. Content Identification, Selection, and Acquisition
2. Content Harvest and Analysis
3. Content Ingest, Retention, and Transfer
4. Partnership Building

One focus of the Content Identification, Selection, and Acquisition (CISA) path is to produce tools and guidelines to assist curators and other information professionals in the development of web archives.

Procedures to be Used

The assessment activity this form applies to is:

1. _____ Focus group with librarians
2. _____ Face-to-face interview with end users

The focus group session will last approximately two hours. Interviews are expected to take one hour.

Description of the Foreseeable Risks

There are no foreseeable risks in these activities.

Benefits to the subjects or others

It is expected that the needs and issues identified in this assessment activity will translate into requirements that inform guidelines and tools for a web archiving service. These tools and guidelines will help ensure that the collections built as a part of this project address the needs of key stakeholders:

institutions, curators, librarians, researchers, end users, and content providers. It is also quite likely that librarians and end users participating in this research study will identify needs, issues, requirements, or activities that might inform local plans or strategies for developing web archives.

Procedures for Maintaining Confidentiality of Research Records

Notes or transcripts will be accessible only to researchers and analysts. While lists of participants may be published to acknowledge individual contributions to the project or for documentation of the breadth of contributions to the research, no public or published analysis or reports of assessment results will identify individuals in such a way that responses, contributions, or analytic results can be attributed to them.

Review for the Protection of Participants

This research study has been reviewed and approved by the Institutional Review Board (IRB) at [institution's name]. The IRB can be contacted at [telephone number] or [email address] with any questions regarding the rights of research subjects.

Research Subject's Rights

I have read or have had read to me all of the above.

[Interviewer] has explained the study to me and answered all of my questions. I have been told the risks and/or discomforts as well as the possible benefits of the study.

I understand that I do not have to take part in this study and my refusal to participate or my decision to withdraw will involve no penalty or loss of rights or benefits. The study personnel may choose to stop my participation at any time.

In case I have any questions about the study, I have been told I can contact [interviewer or researcher], [title], [institution], at [telephone] or [email].

I understand my rights as a research subject and I voluntarily consent to participate in this study. I understand what the study is about, how the study is conducted, and why it is being performed. I have been told I will receive a signed copy of this consent form.

Subject Signature _____ **Date** _____

For the Investigator: I certify that I have reviewed the contents of this form with the subject signing above. I have explained the known benefits and risks of the research. It is my opinion that the subject understood the explanation.

Investigator Signature _____ **Date** _____