Participant information and consent form

Please read this document carefully before deciding to participate or not in this experiment/study.

Experiment / study title

Principal investigator (i.e., responsible researchers, who supervise the experiment/study):
Title, N.N., Department of Informatics, Universität Hamburg

Experimenters (i.e., researchers or students, who conduct this session of the experiment/study):

Objective: *The main objective of this experiment/study should be explained in 3-4 sentences.*

Information about the procedure: Prior to the experiment/study, you must read and sign this document.

Describe in one paragraph (4-6 sentences) the procedure of the experiment/study, in a sequential way.

If you have additional information or documents for the participants (such as information about the usage of head-mounted displays or cybersickness), please state that here.

Inclusion Criteria: *Specify if there are any inclusion criteria. For instance, you could state here that "only adults who did not state any visual impairment are eligible to participate".*

Benefits and risks related to your participation:

Describe the expected benefits of the experiment/study for the participants. For example, "you contribute to the development of future therapeutic applications."

Your participation in this experiment/study should not induce significant risks or harms.

Describe the potential risks of the experiment/study for the participants. For example, "The usage of head-mounted displays might cause symptoms of cybersickness, such as nausea. Details about cybersickness are available in the Appendix A1."

During the experiment/study, please inform us in case you feel uncomfortable, exhausted or require a break. Furthermore, the experimenter will also visually monitor the experiment/study and, if required, interrupt the experiment/study.

Right to withdraw without prejudice:

Your participation in this project is entirely voluntary. You can also withdraw from the experiment/study at any time, without consequence, without having to give a reason. You have the option of omitting questions that you do not wish to answer if a questionnaire is used. If you withdraw from the experiment/study, all documents related to your participation will be destroyed.

Data protection and confidentiality:

The participation in this project involves the collection of demographic data (e.g., age or gender), subjective evaluations (e.g., perceived user experience or usability), interaction metrics (e.g., completion time or number of errors) or tracking data (e.g., video or audio recordings). The data collected from you will only be saved and evaluated for the purpose of carrying out the experiment/study and the presentation of the results. Only data that is necessary and relevant for the evaluation of the study is asked for. After the experiment/study, you will have the option to receive detailed information about the collected data. In case you are interested, please ask the experimenter after the experiment/study.

If you revoke your consent to participate in the experiment/study, the data collected from your participation will be deleted. The data will be pseudonymized using a coding list. The coding list maps your identity to a participant ID. The raw data will only be stored with this participant ID. The coding list is required to enable us to remove your data upon request after the experiment/study. The coding list is kept under lock and key in a safe place on our premises at the Universität Hamburg. Only the experimental leader, experimenter, and the responsible person for the data treatment of our work group can access this list.

Identifiable data

In some of the collected data recordings (i.e., photos, audio and video recordings, movement tracking) you might be identifiable even without the coding lists. This potentially identifiable data can only be accessed by N.N. at the Universität Hamburg.

Pseudonymized and potentially identifiable data will be used for research purposes only. Potentially identifiable data would be anonymized, for example, by blocking or blurring faces, for publication purposes. Only aggregated forms of the pseudonymized results, pseudonymized quotes of the participants, or the anonymized data of the study/experiment results can be published in scientific venues, but without disclosing personal details. Only the pseudonymized data will be shared with other entities (e.g., collaborating researchers) if those entities agree to the data management and protection plan as described here. Therefore, an agreement between the responsible person for the data treatment of the Universität Hamburg as well as the entities has to be signed. This allows your data to be removed by those entities upon your request. The potentially identifiable data can only be accessed by N.N. at the Universität Hamburg and are not subject to sharing with other collaborators.

Do you agree that we collect identifiable data from you during the study, pseudonymize it afterwards for the analyses, and presentation of the results as described above?

- ❑ Yes
- ❑ No

Processing of the gathered data during this experiment/study will be lawful and remain confidential within the limits established by the EU General Data Protection Regulation (GDPR) if you give consent to the processing of your data for the purpose described above in accordance with GDPR Art. 6 “Lawfulness of processing”.

Responsible person for the data treatment	N.N. Universität Hamburg Vogt-Kölln-Str. 30 22527 Hamburg EMAIL@uni-hamburg.de

Right of interested parties	You can access your data, request rectification, correction, deletion, or revoke consent, by writing to N.N.), or by sending an email to N.N.. It will be necessary to attach a valid identification document that identifies you.
Data protection delegate	If you consider that your rights have not been adequately addressed, you can communicate it to the Data Security Officer Delegate of Universität Hamburg at datenschutz@uni-hamburg.de or to the following address: Datenschutzbeauftragte, Mittelweg 117, 20148 Hamburg.

Statement of responsibility of the persons in charge of this experiment/study

I, _____ (*name in capital letters)* declare that the experimental leaders and experimenters are in charge of the execution of the experiment/study. We are committed to respecting the obligations stated in this document and to keep you informed about any element, which could affect the nature of your consent.

Experimenter’s signature: _____

Place and date: _____

Contact details: NAME of EXPERIMENTER, Universität Hamburg, Email: EMAIL@uni-hamburg.de

Free and informed consent

I, _____ (*name in capital letters)* declare that I have read and understood this form. I understood the procedure and the purpose of my participation in this experiment/study. I have been given answers to any question I have about the study/experiment.

I freely accept to participate in this study/experiment.

Participant's signature: _____

Place and date: _____