

## Participant Information Sheet

### *Unpacking participant experiences and interaction at online and in-person scientific conferences*

## Part B

### Part B, Section 1: Electronic survey

#### Introduction

*We, the ANH Academy team, would like to invite you to take part in a research study exploring participant experience of online versus in-person conferencing. Joining the study is entirely up to you. Before you decide, you need to understand why the research is being done and what it would involve. One of our team will go through this information sheet with you and answer any questions you may have. Ask questions if anything you read is not clear or you would like more information. Please feel free to talk to others about the study if you wish. Take time to decide whether or not to take part.*

#### What is the purpose of the study?

*The ANH Academy team, part of IMMANA research group at the London School of Hygiene and Tropical Medicine (LSHTM), is conducting research on the differences in participant experience during online conferences relative to in-person conferences to improve our ANH Academy Week research conferences. This will contribute to furthering our aim of facilitating the equitable and sustainable exchange of knowledge and research across disciplines, regions, and perspectives.*

#### Why have I been asked to take part?

*You have been invited because you attended and substantially engaged in the ANH Academy Week Research Conference, 2021, online either as a first-time participant, or as someone who previously attended an in-person conference (2016-2019). If you are the former, you might provide valuable insight into the potential benefits in accessibility and inclusion offered by online conferencing; if you are the latter, you could provide insight into the relative differences between online and in-person conferences and help ANH improve future conferences.*

#### Do I have to take part?

*No. It is up to you to decide if you want to take part. If you don't want to take part, that's ok. You will still be able to attend all ANH-related activities in the future.*

*We will discuss the study together and give you a copy of this information sheet. If you agree to take part, we will then ask you to sign a consent form.*

### **What will happen to me if I take part?**

*You will be asked to complete a web-based questionnaire, which we estimate will take you 10-15 minutes to complete. We may also invite you to join a follow-up interview to find out more about the nuances of your experience during ANH Academy Week 2021.*

### **What will I have to do?**

*Please simply answer the questions presented in the questionnaire. There are no other commitments or restrictions associated with participating in this study.*

### **What are the possible risks and disadvantages?**

*Participating in this study is not anticipated to cause you any physical or reputational damage or incur any risks or discomfort.*

### **What are the possible benefits?**

*We cannot promise the study will help you but the information we get from the study will help our knowledge and understanding of the benefits and compromises of online conferencing and knowledge sharing.*

### **What if something goes wrong?**

*If you have a concern about any aspect of this study, you should ask to speak to the researchers who will do their best to answer your questions: Emma Walton ( [emma.walton1@student.lshtm.ac.uk](mailto:emma.walton1@student.lshtm.ac.uk) ). If you remain unhappy and wish to complain formally, you can do this by contacting Patricia Henley at [rgio@lshtm.ac.uk](mailto:rgio@lshtm.ac.uk) or +44 (0) 20 7927 2626.*

*The London School of Hygiene and Tropical Medicine holds insurance policies which apply to this study. If you experience harm or injury as a result of taking part in this study, you may be eligible to claim compensation.*

### **Can I change my mind about taking part?**

*Yes. You can withdraw from the study at any time. If you withdraw from the study, we will destroy all your survey responses, and if you participate in the follow-up interview but choose to withdraw, we will*

*destroy all tape-recorded interviews, but we will need to use the data collected on you up to your withdrawal.*

### **What will happen to information collected about me?**

*We will need to use information from your responses for this research project. All information collected about you will be kept private and anonymised on an encrypted device. Only the study staff and authorities who check that the study is being carried out properly will be allowed to look at information about you. Information will include your initials/name/contact details. We will keep all information about you safe and securely stored in password-protected format.*

*Your personal details, meaning your name and other identifiable information, will be kept in a different safe place to the other study information and will be destroyed at the end of the study period.*

### **What are your choices about how your information is used?**

*You can stop being part of the study at any time, without giving a reason. We need to manage your records in specific ways for the research to be reliable. This means we won't be able to let you see or change the data we hold about you.*

*If you agree to take part in this study, you will have the option to take part in future research using your data saved from this study.*

### **Where can you find out more about how your information is used?**

*You can find out more about how we use your information*

- *By asking one of the research team: Emma Walton ( [emma.walton1@student.lshtm.ac.uk](mailto:emma.walton1@student.lshtm.ac.uk) ) or Joe Yates ( [joe.yates@lshtm.ac.uk](mailto:joe.yates@lshtm.ac.uk) )*
- *At <https://www.lshtm.ac.uk/files/research-participant-privacy-notice.pdf>*
- *By sending an email to [DPO@lshtm.ac.uk](mailto:DPO@lshtm.ac.uk)*

### **What will happen to the results of this study?**

*The study results will be published as an open-access journal article in a publication such as Nature, Human Behavior; eLife, Epidemiology and Global Health; Global Food Security Journal. Your personal information will not be included in the study report and there is no way that you can be identified from it.*

### **Who is organising and funding this study?**

*[This study is conducted by the Innovative Methods and Metrics for Agriculture and Nutrition Actions \(IMMANA\) programme, based at the London School of Hygiene & Tropical Medicine. IMMANA is funded](#)*

*by UK Aid from the UK Government and the Bill & Melinda Gates Foundation. IMMANA has full responsibility for the project including the collection, storage and analysis of your data, and will act as the Data Controller for the study. This means that we are responsible for looking after your information and using it properly.*

### **Who has reviewed this study?**

*All research involving human participants is looked at by an independent group of people, called a Research Ethics Committee, to protect your interests. This study has been reviewed and given favourable opinion by The London School of Hygiene and Tropical Medicine Research Ethics Committee. The Ethics Committee has also reviewed the study and have agreed that it is okay for us to ask people to take part.*

### **Further information and contact details**

*Thank you for taking time to read this information sheet. If you think you will take part in the study, please read and sign the consent form attached.*

*For further information please contact researchers Emma Walton or Joe Yates at IMMANA*

- Emma Walton ( [emma.walton1@student.lshtm.ac.uk](mailto:emma.walton1@student.lshtm.ac.uk) )
- Joe Yates ( [joe.yates@lshtm.ac.uk](mailto:joe.yates@lshtm.ac.uk) )

## **Part B, Section 2: Focus Group Discussion**

### **Introduction**

*We, the ANH Academy team, would like to invite you to take part in a research study exploring participant experience of online versus in-person conferencing. Joining the study is entirely up to you. Before you decide, you need to understand why the research is being done and what it would involve. One of our team will go through this information sheet with you and answer any questions you may have. Ask questions if anything you read is not clear or you would like more information. Please feel free to talk to others about the study if you wish. Take time to decide whether or not to take part.*

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### **Why have I been asked to take part?**

*You have been invited because you completed an electronic survey after attending the ANH Academy Week Research Conference (2021) either as a first-time participant, or as someone who previously attended an in-person conference (2016-2019). If you are the former, you might provide valuable insight into the potential benefits in accessibility and inclusion offered by online conferencing; if you are the latter, you could provide insight into the relative differences between online and in-person conferences and help ANH improve future conferences.*

### **Do I have to take part?**

*No. It is up to you to decide to take part or not. If you don't want to take part, that's ok. You will still be able to attend all ANH-related activities in the future.*

*We will discuss the study together and give you a copy of this information sheet. If you agree to take part, we will then ask you to sign a consent form.*

### **What will happen to me if I take part?**

*You will be asked to join a Focus Group Discussion with 5-6 other participants and two researchers, which we estimate will take 1 hour of your time. We intend to discuss four cross-cutting themes: networking, equity and inclusion, knowledge sharing, and overall experience and enjoyment.*

### **What will I have to do?**

*Please simply answer the questions presented in the discussion honestly and openly, and contribute any further insights. We ask that you treat the other focus group member's comments with utmost confidentiality and respect. There are no other commitments or restrictions associated with participating in this study.*

### **What are the possible risks and disadvantages?**

*Participating in this study is not anticipated to cause you any physical or reputational damage or incur any risks or discomfort.*

### **What are the possible benefits?**

*We cannot promise the study will help you but the information we get from the study will help our knowledge and understanding of the benefits and compromises of online conferencing and knowledge sharing.*

### **What if something goes wrong?**

*If you have a concern about any aspect of this study, you should ask to speak to the researchers who will do their best to answer your questions: Emma Walton ( [emma.walton1@student.lshtm.ac.uk](mailto:emma.walton1@student.lshtm.ac.uk) ). If you remain unhappy and wish to complain formally, you can do this by contacting Patricia Henley at [rjio@lshtm.ac.uk](mailto:rjio@lshtm.ac.uk) or +44 (0) 20 7927 2626.*

*The London School of Hygiene and Tropical Medicine holds insurance policies which apply to this study. If you experience harm or injury as a result of taking part in this study, you may be eligible to claim compensation.*

### **Can I change my mind about taking part?**

*Yes. You can withdraw from the study at any time. If you withdraw from the study, we will destroy all recorded interviews, but we will need to use the data collected on you up to your withdrawal.*

### **What will happen to information collected about me?**

*We will need to use information from your responses for this research project. All information collected about you will be kept private and anonymised on an encrypted device. Only the study staff and authorities who check that the study is being carried out properly will be allowed to look at information about you. Information will include your initials/name/contact details. We will keep all information about you safe and securely stored in password-protected format.*

*Your personal details, meaning your name and other identifiable information, will be kept in a different safe place to the other study information and will be destroyed at the end of the study period.*

### **What are your choices about how your information is used?**

*You can stop being part of the study at any time, without giving a reason. We need to manage your records in specific ways for the research to be reliable. This means we won't be able to let you see or change the data we hold about you.*

*If you agree to take part in this study, you will have the option to take part in future research using your data saved from this study.*

### **Where can you find out more about how your information is used?**

*You can find out more about how we use your information*

- *By asking one of the research team: Emma Walton ( [emma.walton1@student.lshhtm.ac.uk](mailto:emma.walton1@student.lshhtm.ac.uk) ) or Joe Yates ( [joe.yates@lshhtm.ac.uk](mailto:joe.yates@lshhtm.ac.uk) )*
- *At <https://www.lshhtm.ac.uk/files/research-participant-privacy-notice.pdf>*
- *By sending an email to [DPO@lshhtm.ac.uk](mailto:DPO@lshhtm.ac.uk)*

### **What will happen to the results of this study?**

*The study results will be published as an open-access journal article in a publication such as Nature, Human Behavior; eLife, Epidemiology and Global Health; Global Food Security Journal. Your personal information will not be included in the study report and there is no way that you can be identified from it.*

### **Who is organising and funding this study?**

*[This study is conducted by the Innovative Methods and Metrics for Agriculture and Nutrition Actions \(IMMANA\) programme, based at the London School of Hygiene & Tropical Medicine. IMMANA is funded by UK Aid from the UK Government and the Bill & Melinda Gates Foundation.](#) IMMANA has full responsibility for the project including the collection, storage and analysis of your data, and will act as the Data Controller for the study. This means that we are responsible for looking after your information and using it properly.*

### **Who has reviewed this study?**

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### **Further information and contact details**

*Thank you for taking time to read this information sheet. If you think you will take part in the study, please read and sign the consent form attached.*

*For further information please contact researchers Emma Walton or Joe Yates at IMMANA*

- *Emma Walton: Research Assistant, IMMANA, LSHTM ( [emma.walton1@student.lshtm.ac.uk](mailto:emma.walton1@student.lshtm.ac.uk) )*
- *Joe Yates: Co-director, ANH Academy, LSHTM ([joe.yates@lshtm.ac.uk](mailto:joe.yates@lshtm.ac.uk))*