

# Institutional Review Panel for Human Subjects Form

1. Title of proposed research.

[put a title here]

2. Please state the approximate dates for starting and ending this research project, after it has been approved.

[the IRB wants to know what dates you will be working]

3. Name of principle investigator. Students must also list names of faculty advisors.

Principle Investigator: [You]

Faculty Advisor: [Dr. XXX]

4. State the purpose of the intended research, specifying the problems addressed, what is to be learned, and identify the specific objectives of the research.

[This is essentially a literature review with a justification. Keep in mind the fact that you have a non-technical audience, so don't start tossing jargon without defining your terms first.]

5. Describe in detail the procedures which will be used to achieve the objectives of the research project: include copies of any consent form, letters, survey forms or other applicable documentation. Describe any risks to the participants and how they will be minimized. Describe any potential benefits to the participants.

[This is what may well become the method section of your final report. The questionnaires you attach should be as close as possible to the final versions. After approval, some alteration in wording as long as the intent is maintained is acceptable. Make sure you include how you are gathering participants and your process for collecting the data]

6. Describe any debriefing procedure in detail.

[This is particularly important for a deceptive study. This may be a list of the questions you plan to ask, it may describe any information that you plan to supply to the participant, or it may include both.]

7. How will the confidentiality of the participant's responses be guaranteed? What provisions are made for the storage of confidential material? Who has access to such material?

[You should address any issues of anonymity here, i.e. are you guaranteeing it? if not why not? etc. Generally, you want to report that the information will be stored in the Faculty Member's locked filing cabinet for some period of time, and that only you and the Faculty member will have access (assuming the police don't appear with a subpoena).]

8. Is there any deception or any other ethical issues involved in this study? If so, how does the knowledge gained justify the research?

[Justify your use of deception, if you are using any.]

9. Signature of the Investigator and (if student) the faculty advisor. Also indicate the date signed.

Signature of Principle Investigator: \_\_\_\_\_

Date signed: \_\_\_\_\_

Signature of Faculty Advisor: \_\_\_\_\_

Date signed: \_\_\_\_\_