

PARTICIPANT INFORMATION AND CONSENT FORM

STUDENT EXPERIENCE OF CANVAS VLE

INFORMATION ABOUT THIS EVALUATION

What is it about?

Queen's University are rolling-out Canvas, a brand new University-wide Virtual Learning Environment (VLE) to on-campus and online distance learning students. Canvas is a modern VLE, similar to other VLEs such as Moodle or Blackboard used to support learning and teaching activities.

As a student enrolled on one of the modules which are now using Canvas as part of a University-wide implementation by September 2019, this qualitative evaluation aims to find out more about your experiences of Canvas so far.

Why are we doing it?

We want to find out the views and experiences of students who have used Canvas this semester. We would like to understand how Canvas was used in modules, what aspects of using Canvas students particularly liked, and what things students think could be improved.

What does it involve?

To take part in this evaluation we ask you to attend a focus group on one of the following days:

- Thursday, November 29th, 12.30pm.
- Thursday, November 29th, 4pm.
- Thursday, November 30th, 12.30pm.

A focus group is a gathering of people to discuss a particular topic or area of interest, in this case, Canvas.

The focus group will be led by a facilitator (who is not involved in the Canvas implementation project or associated with your module) who will ask you about your experiences of using Canvas in your module.

The focus group will last from 60 – 90 minutes. The focus group discussions will be recorded and the key themes that emerge from the discussions will be written up by the facilitator into a report for the Digital Learning Solution Project Team.

How will my information be used?

The report from the focus groups will inform the Digital Learning Solution Project Team on experiences to date. The findings from the report will shape the training and information provided for students and staff who will be using Canvas for the first time in 2019/20.

You will not be named in the final report and any information you give will be anonymised. Recordings of the focus group discussions will not be shared with anyone beyond the Digital Learning Solution Project Team.

Your rights

Your participation in this evaluation is entirely voluntary, you do not have to take part. If you do decide to take part you are free to withdraw your consent at any time before 5pm, December 7th 2018 by requesting to withdraw via e-mail to e.mcallister@qub.ac.uk. As the notes from the focus groups do not identify or attribute comments to individuals it will not be possible to identify and remove your contribution to these should you withdraw from the research. You are free to decline to answer any or all of the focus group questions.

Who is conducting this evaluation?

The focus groups will be facilitated by Professor Carol McGuinness.

The evaluation is being overseen by the VLE Pedagogy Support Team within the Centre for Educational Development. This team is part of the Digital Learning Solution Project Team. If you have any questions about the evaluation, please contact Emma McAllister from the VLE Pedagogy Support team (e.mcallister@qub.ac.uk) who will be happy to discuss it with you.

If you have any complaints about this evaluation, please contact Dr Claire Dewhirst, Head of Centre for Educational Development (c.dewhirst@qub.ac.uk)

Should you wish to discuss any issues that come up in the focus groups, please remember that the University offers support through the Student Wellbeing service <https://www.qub.ac.uk/directorates/sgc/wellbeing/> and Staff Wellbeing support <http://www.qub.ac.uk/sites/wellbeing/>

Participant consent form

- I confirm that I consent to participate in this evaluation.
- I have read and understand the information about the evaluation described above.
- I have had opportunity to ask questions about this and have had any questions answered satisfactorily.
- I understand that my participation is voluntary and that I am free to withdraw, at any time before December 7th 2018 by requesting to withdraw via e-mail to e.mcallister@qub.ac.uk. I do not need to give any reasons why I no longer wish to take part.
- I understand that my personal details (such as name and e-mail address) will not be revealed to people outside the VLE Pedagogy Support Team, and that I will not be personally identified in reports, documents or presentations resulting from this evaluation.
- I agree to the focus groups being recorded on a digital audio device.
- I agree that my anonymised words and drawings may be used in reports, documents and presentations resulting from this evaluation.

Signature of participant _____

Date _____