# IRB QUESTIONNAIRE QUESTIONS

**NOTE: This list includes ALL questions in the IRB questionnaire. Not all questions are relevant to your specific protocol. The entire list of questions is provided for your reference only. Completing this word document and attaching it to your protocol is not sufficient.**

1. What is the purpose of this research? Please explain both why you are doing the research (class assignment, thesis, etc.) AND/OR state your hypothesis. See attachment is not a sufficient response.
2. Are you collecting data about living individuals?
   1. It appears that this project does not involve Human Subjects. Please type 'ok' in the text box, then save and submit your protocol for IRB verification.
   2. Are you collecting data through intervention or interaction with these individuals?
      1. Do you have access to identifiable private information about these individuals?
         1. It appears that this project does not involve Human Subjects. Please type 'ok' in the text box, then save and submit your protocol for IRB verification.
         2. What data are you collecting?
         3. Is the data publicly available?
            1. Is the data accessible online?

Please cut and paste the URL or URLs.

Explain how/where one can obtain the data to verify its availability.

* + - * 1. Please upload a copy of the data use application or agreement in the Notes and Attachments section. Please type 'ok' to verify your understanding.
    1. Beyond the basic Participant Types (children, UofA Students, adults, etc.) named elsewhere in this application, do you have a target population (particular group of people) you want to recruit? Some examples might be students in a particular class, members of a particular group or network, people in a specific age range (whether adult or minor), children in a particular school or class, etc.
       1. Describe your target population.
    2. How are you recruiting participants? Are you standing in a public place asking people to take a survey, sending out introductory emails, posting an ad or blurb on a website or social media, posting a flyer in a public location, etc.? \*\*Please note that all recruitment materials will need to be uploaded in the Notes and Attachments section.
    3. Provide a brief description of the procedures involving the participants.
    4. How long are the procedures likely to take? Include duration and frequency.
    5. How will information be given to people to get their informed consent to participate in this research? Answers should include specific methods (e.g., verbal consent, information handout, online consent form, full consent form requiring signature documentation.) \*\*Please note that consent materials -- from a script for verbal consent to full consent forms that require participant signature -- must be uploaded in the Notes and Attachments section.
    6. Does data collection rely on a scheduled event, such as a convention or specific date?
       1. Provide the date or date range, and the name of the event.
    7. How will your data be collected? Include all that apply: online, on paper/in person, audio and/or video recordings. \*\*Please note that all data collection materials will need to be uploaded in the Notes and Attachments section. This includes: surveys, questionnaires, interview questions or anything that is given to or asked of a participant.
    8. How will your data be stored? Include all that apply: electronically, on paper, audio and/or video recordings.
    9. How will that data be kept secure?
    10. Minimal Risk is defined as risks of harm not greater than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests. Will participants be exposed to more than minimal risk? Include in your consideration the potential of mental risks if asking sensitive questions, or legal or reputational risks in case of breach of confidentiality.
        1. Describe the risks in question and any precautions that will be taken to minimize those risks.
    11. Are there any direct benefits to the participants for participating in this study?
        1. Describe the benefits participants will or may receive.
    12. Will the proposed research involve deception or the withholding of information from participants?
        1. Please upload a document in the Notes and Attachments section describing the justification of the use of deception or the withholding of information, and describe the debriefing procedure: how and when will the subject be informed of the deception and/or the information withheld, etc. Please type 'ok' in the text box to verify your understanding.
    13. Will the proposed research necessitate medical clearance from a physician prior to participation?
        1. Please upload a document in the Notes and Attachments section describing the procedures for gaining and documenting the necessary medical clearance. Please type 'ok' in the text box to verify your understanding.
    14. Will the proposed research involve gathering biological samples (blood, tissue, etc.)?
        1. Please indicate on the Special Review tab if the study has been approved or submitted to the Institutional Biological Safety Committee (IBC). Please type 'ok' in the text box to verify your understanding.
    15. Will the proposed research involve administering of substances or providing food and drink, other than water, to participants?
        1. Describe the procedures and safety precautions to be taken in administering substances to participants.
    16. Will the proposed research involve physical exercise or conditioning?
        1. Describe the procedures and safety precautions to be taken in requiring subject's participation in physical exercise or conditioning.
    17. Does the research require review by a non-UofA IRB?
        1. Please provide on the Protocol tab, Additional information > Other Identifiers section, all pertinent information regarding the submission to the External IRB(s). Please type 'ok' in the text box to verify your understanding.
    18. Does this research require approval from another institution or agency, such as a school or privately owned business?
        1. In the Notes and Attachments section, please upload documentation confirming the approval of the agencies or institutions involved. Please type 'ok' to verify your understanding.