| **Purpose, Participation, Consent** | **Notes** | **Resources to Consult** |
| --- | --- | --- |
| What is the question or problem under investigation?  Why is it important to investigate? |  |  |
| Whose consent is required? |  |  |
| Are there ways in which participating in this research – or not – might be something that students feel like they had to do?  If so, why? How might this be altered? |  |  |
| Will students feel obligated to participate or compromised in their ability to withdraw at any time without consequence? |  |  |
| What power relationships need to be considered by potential participants involved in the study? |  |  |
| Are there issues of gender, race, culture, or status difference that need to be taken into account? |  |  |
| Are there any individuals or groups that this research might directly or indirectly exclude? |  |  |
| Could a third-party help with the consent to mitigate power differentials? |  |  |
|  |  |  |
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|  |  |  |
| **Methods** | **Notes** | **Resources to Consult** |
| What methods will be implemented in the inquiry and what type of data will be gather? |  |  |
| Are data collection methods biased against any groups? |  |  |
| Are there adequate safeguards to protect participants’ information and data? |  |  |
| When will data collection activities occur (e.g., during class time, at the end of the course/term, after the appeals deadline?) |  |  |
| Will students be involved in gathering data? |  |  |
| Could a third-party help in gathering data? |  |  |
| **Analysis** | **Notes** | **Resources to Consult** |
| What type of analysis will be used? |  |  |
| Is the analysis technique sufficiently transparent? |  |  |
| Who be involved in analyzing data (e.g., self, students, a third-party?) |  |  |
| If students are involved in analysis, how will participants’ privacy and confidentiality of the data be protected (e.g., use of codes, pseudonyms, anonymization at time of transcription?) |  |  |
|  |  |  |
| **Results and Dissemination** | **Notes** | **Resources to Consult** |
| Who will see the results and products of the study? |  |  |
| How can the results of the study can be accessible to all participants? |  |  |
| What negative or embarrassing data might emerge from the findings and who might be harmed by it? |  |  |
| How can contributions to the study by various participants (including colleagues and students) be acknowledged and/or cited, while maintaining appropriate confidentiality? |  |  |