NC STATE UNIVERSITY

Informed Consent for Participation in Research

Survey Consent Form

Title of Study: Examining sociotechnical workflows in small architectural firms when addressing building performance in design. (eIRB # 20396)
Principal Investigator: Grey Isley, cgisley@ncsu.edu, 919-215-6729
Funding Source: None
Faculty Point of Contact: Dr. Traci Rider, traci_rider@ncsu.edu, 919-515-1153; Professor Dana Gulling, dana_gulling@ncsu.edu, 919-515-8362

What are some general things you should know about research studies?
You are invited to take part in a research study. Your participation in this study is voluntary. You have the right to be a part of this study, to choose not to participate, and to stop participating at any time without penalty. The purpose of this research study is to gain a better understanding of building performance in the design process and various architectural workflows.

You are not guaranteed any personal benefits from being in this study. Research studies also may pose risks to those who participate, though risks in this study are minimal. You may want to participate in this research because **it will aid the architectural community in better understanding how architectural workflows can be adapted to include building performance considerations in the design process.** You may not want to participate in this research because **questions will address your firm's individual work processes.**

Specific details about the research in which you are invited to participate are contained below. If you do not understand something in this form, please ask the researcher for clarification or more information. A copy of this consent form can be downloaded at <link> for future reference. If, at any time, you have questions about your participation in this research, do not hesitate to contact the researcher(s) named above or the NC State IRB office. The IRB office's contact information is listed in the *What if you have questions about your rights as a research participant?* section of this form.

What is the purpose of this study?
The purpose of the study is to **better understand how architectural firms modify their workflows to consider building performance during design.**

Am I eligible to be a participant in this study?
There will be approximately **700 participants** in this survey.

In order to be a participant in this study, you must agree to be in the study and **hold a management position in your AIA-registered firm.**

You cannot participate in this study if you do not want to be in the study or **do not hold a management level position in your AIA-registered firm.**

What will happen if you take part in the study?
If you agree to participate in this study, you will be asked to complete a 40-question online survey.

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The total amount of time that you will be participating in this study is approximately **10-15 minutes.**

Risks and benefits

There are minimal risks associated with participation in this research, both individually and for your firms as all responses will be de-identified.

There are no direct benefits to your participation in the research. The indirect benefits are **helping to better the architecture community through more efficient and effective processes, as well as in more efficient buildings.**

Right to withdraw your participation

You can stop participating in this study at any time for any reason. In order to stop your participation, please **opt out of your survey**. If you choose to withdraw your consent and to stop participating in this research, you can expect to **receive no further communication from the researchers.**

Confidentiality, personal privacy, and data management

Trust is the foundation of the participant/researcher relationship. Much of that principle of trust is tied to keeping your information private and in the manner that we have described to you in this form. The information that you share with **us** will be held in confidence to the fullest extent allowed by law.

There are very rare circumstances related to confidentiality where we may have to share information about you. Your information collected in this research study could be reviewed by representatives of the University, research sponsors, or government agencies (for example, the FDA) for purposes such as quality control or safety. In other cases, we must report instances in which imminent harm could come to you or others.

How we manage, protect, and share your data are the principal ways that **we** protect your personal privacy. Data generated about you in this study will be de-identified.

> **De-identified.** De-identified data is information that at one time could directly identify you, but that we have recorded this data so that your identity is separated from the data. We do not have a master list with your code and real name that connects your information to the research data. When the research concludes, there will be no way your real identity will be linked to the data we publish.

To help maximize the benefits of your participation in this project, by further contributing to science and our community, your **de-identified** information will be stored for future research and may be shared with other people without additional consent from you.

Compensation

You will not receive anything for participating in this study.

If you withdraw from the study prior to its completion, you will **not be penalized.**

What if you are an NCSU employee?

Your participation in this study is not a requirement of your employment at NCSU, and your participation or lack thereof, will not affect your job.

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What if you have questions about this study?

If you have questions at any time about the study itself or the procedures implemented in this study, you may contact the researcher, Grey Isley, cgisley@ncsu.edu, 919-215-6729 or advisors Dr. Traci Rider, traci_rider@ncsu.edu, 919-515-1153 or Professor Dana Gulling, dana_gulling@ncsu.edu, 919-525-8362.

What if you have questions about your rights as a research participant?

If you feel you have not been treated according to the descriptions in this form, or your rights as a participant in research have been violated during the course of this project, you may contact the NC State IRB (Institutional Review Board) Office. An IRB office helps participants if they have any issues regarding research activities. You can contact the NC State IRB Office via email at irb-director@ncsu.edu or via phone at (919) 515-8754.

Consent To Participate

By electronically signing this consent form, I am affirming that I have read and understand the above information. All of the questions that I had about this research have been answered. I have chosen to participate in this study with the understanding that I may stop participating at any time without penalty or loss of benefits to which I am otherwise entitled. I am aware that I may revoke my consent at any time.

☐ **Yes, I consent to participating in this research study**

☐ **No, I do not consent to participating in this research study.**