When the document is finished delete instructions which are in grey. This is the so-called easy-to-read version which combines research notification, privacy notice and consent to participate in a study. It is intended for situations where you can assume that it is more difficult than on average for the participant to understand the standard research notification and privacy notice. If there is no specific reason for the use of the easy-to-read version, the participant must receive also/or a standard research notification and privacy notice. If there is a need to use an easy-to-read version standard data privacy notice should be drawn up also so that the lawfulness of the processing is adequately documented.

First, a data controller should be defined for the study, so please read the instructions:

[Instructions for researchers | University of Jyväskylä (jyu.fi)](https://beta.jyu.fi/en/data-privacy-at-the-university-of-jyvaskyla/instructions-for-researchers)

If JYU is data a controller/joint controller remember to send this document and standard privacy notice to the Registry Office ([kirjaamo@jyu.fi](mailto:kirjaamo@jyu.fi)).

**Information for participants in research**



# Dear Participant,

[A description of the controller, the name of the study and a brief description of the study... This study is conducted by Rick Research at the University of Jyväskylä.]

[The purpose and implementation of the study and a description of participation in the study, including any advantages and disadvantages for research subjects]

[I would like to ask you to participate in my study because...]

# Voluntariness and the rights of research subjects

[Participating in this study is completely voluntary. You can refuse to participate in interviews, withdraw your consent or cancel your participation in this study. You do not have to tell me why you do not want to participate. If you have any questions about your rights, please contact the university’s data protection officer [tietosuoja@jyu.fi](file:///C:\Users\heriliva\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\9BJBI8N2\tietosuoja@jyu.fi), tel. +358 40 805 3297 or add the contact details of the researcher if you are the controller not the universtity.]

# Information about the study

[I will interview you in/at (place) at (time) on (date).

I would like to know about your... and what it is like to be... The interview will take one to two hours. I will record our interview if you give me your permission to do so.]

# Protection of personal data

* Which personal data will you collect?
* How will you protect it? [I will process all data obtained during the interview confidentially and anonymously. I am the only one who will listen to the recording. I will not disclose the content of our interview to anyone else. I have completed the university’s data protection and information security training. In addition, I comply with the university’s guidelines.]
* Transfer of data outside the EU/EEA and related protective measures [Your data will only be processed in Finland, and it will not be transferred to any other country.]

# Data archiving

[I will archive your responses anonymously and permanently in the Finnish Social Science Data Archive for later research if you give me your permission to do so. As a result, other researchers may read your responses and use them in their studies.]

# Research results

# [The content of this study will be released in scientific publications to share new information. This research topic will also be discussed in presentations and during lectures.]

# Rights of research subjects

[You can ask me anything about this study before, during or after the interview. You have the right to access any data you have given me and have it rectified. In addition, you can tell me if you do not want your data to be processed. If necessary, you can also file a complaint regarding the processing of your personal data.

I will ask you to sign a consent form before our interview.

The form is on the last page of this file.]

**Consent form**



I have been asked to take part in a study [name of study].

I have read and understood the information given above. I have received sufficient information about the study. [The researcher] has also talked to me about the study and responded to all my questions about it.

I understand that participating in this study is voluntary. I have the right, at any time during the study, to cancel my participation in the study. I do not need to give any reasons for cancelling my participation. Cancelling my participation will not result in any negative consequences for me.

Concerning children or people in a vulnerable position, note that parents or guardians also need to give their consent.

Yes, I will participate in the study.

Date

Signature of the research subject

Name in print

Signature of the researcher

Name in print

Also send this form (without any signatures) with the standard privacy notice to [kirjaamo@jyu.fi](mailto:kirjaamo@jyu.fi) **if the university** is the data controller, joint data controller or processor.