
Crim 321 Term Project Ethics Proposal/Review

The place to begin with this assignment is to complete the TCPS Ethics Tutorial you will find at <https://tcps2core.ca/welcome>, as SFU does not allow anyone to go through ethics review until they have completed the tutorial, and you cannot begin your project until your project proposal is reviewed and approved. The Ethics Secretariat suggests it will probably take about 4 hours to complete all the modules; you do not have to do them all in one sitting.

The next thing you need to do is to put your plan in a proposal that explains how you have dealt with the various ethics issues that are involved in your research. The proposal should be no more than 2 pages long, and include the following information:

1. What is the general topic area that you will be doing your oral history in? (e.g., like history; making the decision to emigrate; the path to divorce).
2. Give a brief indication of the sorts of questions you plan on asking, so that the level of sensitivity of your questions will be clear.
3. Who will you be doing your oral history with?
4. Do you have an existing relationship with that person? If so, describe.
5. I assume you will be asking for consent orally and will record in your field notes that the person consented. If you plan on something different, explain what you will do and why that would be more appropriate.
6. I assume it is important to keep the identity of your participant confidential, and you should make clear in your information that any information they give you will be “completely confidential.” Explain how you plan on maintaining the confidentiality of the information you will be gathering. Describe how you will manage the data. If confidentiality is not important, please explain why that is the case.
7. Prepare an “information sheet” (sometimes known as a “consent statement”) that shows what you will give the participant to secure their consent. It should
 - a. include a brief statement of what the study is about and what their participation will involve if they decide to participate;
 - b. explain any risks that participation might have, and what you will do to mitigate those risks;
 - c. describe how you will manage their data;
 - d. indicate what use you will be making of the information they share (i.e., to create a report for a class project); and
 - e. have a statement near the end that if there are any issues or complaints they have about their participation, they should get in touch with me at palys@sfu.ca.
8. You should finish with three final questions: (1) whether they have any questions (which you should answer fully and honestly); (2) whether they would like to participate; and (3) whether it is okay with them for you to record the interview.