# Notice of amendment to previously approved IOE PGR research project

This form is designed for **EdD and MPhil/PhD students** at the UCL Institute of Education who have **previously obtained ethical approval** for their research, and who now need to **amend their data collection methods** in light of COVID-19-related disruption.

You should read the **guidance on moving on to online data collection**, which is circulated with this form.

When you have completed this form, please **email it to your supervisor** along with any amended participant-facing documents such as information sheets and consent forms, **and** your original ethical approval form. The supervisor will then review and, if appropriate, suggest further amendments. When s/he approves the amendments, s/he will sign the form electronically and return it to you.

When the form is complete and signed by your supervisor, please email it, along with the amended instruments, to IOE.CDE@ucl.ac.uk **and** data-protection@ucl.ac.uk. Use the subject line **Notice of amendment to IOE PGR research project**

# Descriptive imageSection 1 – Project details

1. Project title Enter text
2. Student name Enter text
3. Project reference (REC code, if known) Enter text
4. Your department Enter text

 [ ]  [x]

# Section 2 - Care for participants and researchers

Please make brief notes on how you will address care for participants and for yourself as researcher in the change to online research given the particular context of your participants

Click or tap here to enter text.

# Section 3 - Secure online data collection

If your research involves **online interviews or focus groups** how will you conduct this and address the issues in the guidance?

Click or tap here to enter text.

If your research involves **online surveys and/or questionnaires** how will you conduct this and address the issues in the guidance?

Click or tap here to enter text.

# Section 4 – Data management and security

**Please see the** guidance, and note how you will engage with storing and managing your data securely

Click or tap here to enter text.

# Section 5 – Signature of supervisor

I have reviewed the amendments and approve these changes to the data collection methods.

Name

Click or tap here to enter text.

Signature

Click or tap here to enter text.

Date

Click or tap here to enter text.