The following information is provided to you because your child may qualify to participate in the above identified research study. Please read this disclosure document carefully and feel free to ask any questions before you agree to enroll your child. The researcher must adequately answer all of your questions before your child can be enrolled. The researcher MUST NOT enroll your child without an active consent from you. Also, a copy of this consent document, duly signed by the investigator, must be provided to you for future reference.

Your child’s participation in this research study is absolutely voluntary. You or your child can withdraw from this study at any time. In the event new information becomes available that may affect the risks or benefits associated with this research or your willingness to participate in it, you will be notified so that you can make an informed decision whether or not to continue your participation in this study.

For additional information about giving consent or your rights as a participant in this study, please feel free to contact the MTSU Office of Compliance (Tel 615-494-8918 or send your emails to irb_information@mtsu.edu). Please visit www.mtsu.edu/irb for general information and visit http://www.mtsu.edu/irb/FAQ/WorkinWithMinors.php for information on MTSU’s policies on research with children.

Please read this section and sign Section C if you wish to enroll your child. The researcher will not enroll your child without your physical signature.

1. **Purpose of the study:**
   
   Your child is being asked to participate in a research study because the researchers hope to improve their current research skills outreach program to area high school students. Collecting data regarding student knowledge as well as perceptions of MTSU and/or the library adds valuable data to the study, and will ultimately lead to an enhanced experience for future high school students taking part in the program.
2. General description of procedures to be followed and approximate duration of the study:
   The MTSU’s classification of this study is
   - **Educational Tests** – Study involves either standard or novel education practices which consists educational testing and such studies expose the minors to lower than minimal risk
   - **Psychological and/or Behavioral Evaluation** – Although the study may or may not involve educational tests, the specific aim is to probe the child’s behavioral ability.
   - **Physical Evaluation** – The children will be asked to perform or part-take in physical activities or procedures. Examples of such studies simple physical exercises, medical or clinical intervention, pharmaceutical testing and etc. Due to the nature of these studies, your child may be exposed to more than minimal risk.

   MTSU's Walker Library has had a long-standing collaboration with area public and private high schools in which the library offers on-site instruction and research services. To enhance the learning experience for future high school participants, researchers from the library would like to collect student quiz data and analyze it to make possible enhancements to future library instruction. Specifically, the researchers would like to examine a possible change in knowledge of the content material (research skills), as well as a possible change in student perceptions of the MTSU campus and library. As a result of the evidence suggested by this data collection, the researchers hope to recommend improvements to the collaborative program's instruction. This study will require the collection of student quiz results, and is anticipated to take 1 year.

3. What are we planning to do to your child in this study?
   The high school students will come to MTSU on a date arranged between Walker Library and the cooperating classroom teacher and/or school librarian. Students will take part in a research day which will include a Walker Library tour, library instruction delivered by Walker Library librarians, and individual research assistance from the Walker Library librarians. Students will take a quiz at the beginning as well as at the end of the research day; these quizzes will be taken as a graded assignment by the classroom teachers. For those students who consent to the study, the researchers will analyze the data for any changes regarding student knowledge of the content material, as well as any change regarding student perceptions of their research experience.

4. What will your child be asked to do in this study?
   Your student will be asked to participate in the instructional activities of the day, as well as take two short quizzes (one at the beginning and one at the end of class).

5. What are we planning to do with the data collected using your child?
   The researchers will use the results from the two quizzes in a statistical test that measures possible changes between two data points. These results will indicate possible changes that need to be made to the instruction in order to benefit future high school participants of the program.

6. What are your expected costs, effort and time commitment:
   There are no associated costs for participants -- financial, effort, or time commitment -- since students will be required to complete these quizzes as part of a classroom grade taken by their teachers.

7. What are the potential discomforts, inconveniences, and/or possible risks that can be reasonably expected as a result of participation in this study:
   For the Child: No reasonable discomforts, inconveniences, and/or risks.
   For you the Parent: No reasonable discomforts, inconveniences, and/or risks.

8. How will you or your child be compensated for enrolling in this study?
   No compensation.

9. What are the anticipated benefits from this study?
   Participants in the study will receive no additional benefits over other students taking part in the Walker Library research day. The data gained by the study, however, will have anticipated
Institutional Review Board
Office of Compliance
Middle Tennessee State University

benefits to Walker Library as it seeks to improve library instruction and outreach to area high school students.

10. Are there any alternatives to this study such that you or/and your child could receive the same benefits?
No

11. Will you or/and your child be compensated for study-related injuries?
No

12. Circumstances under which the Principal Investigator may withdraw your child from study participation:
Students may ask to withdraw from the study after originally giving consent.

13. What happens if you choose to withdraw from study participation?
There are no negative consequences to participants if they choose to withdraw from the study.

14. Can you or/and your child stop the participation any time after initially agreeing to give consent/assent?
Yes

15. Contact Information. If you should have any questions about this research study or possibly injury, please feel free to contact Dr. Karen Reed by telephone (615)494-8641 or by email karen.reed@mtsu.edu

16. Confidentiality. All efforts, within reason, will be made to keep the personal information in your child’s research record private but total privacy cannot be promised. Your information may be shared with MTSU or the government, such as the Middle Tennessee State University Institutional Review Board, Federal Government Office for Human Research Protections, if you or someone else is in danger or if we are required to do so by law.

Consent obtained by:

______________________________
Date

______________________________
Researcher’s Signature

______________________________
Print Name and Title of the Researcher
B. CHILD ASSENT
(To be retained by the participating child who is over 12 years of age)

Primary Investigator(s)  Karen N. Reed, PhD; Christy A. Groves
Contact information  (615) 494-8641; karen.reed@mtsu.edu
Department Institution  User Services, Walker Library/MTSU
Study Title  Use of Academic Library Outreach for High School Student Instruction and Recruitment

Child’s Name (Age 12+)  (type or print)

The following information is provided to you because your parents/guardians have agreed to enroll in the above identified research study. Please read this sheet carefully and feel free to ask any questions before you agree to enroll. The researcher must answer all of your questions before he/she asks you to do anything. Before you start:

- Make sure this sheet is signed by the researcher.
- Your participation is absolutely voluntary; you can decline anytime and your parents/guardians will not be notified.
- You are entitled to decline or withdraw at any time.
- Any new information on this research will be notified to you and you can decide whether to continue your participation based on the new information.

Please visit http://www.mtsu.edu/irb/FAQ/WorkinWithMinors.php or email irb_information@mtsu.edu or call 615 494 8918 for more information.

1. Why are you doing this research? 
You are being asked to participate in this study because the researchers would like to use your library quiz results to improve the current library research day program.

2. What will the researcher do and how long will it take? 
You will be attending a day-long research session at MTSU’s Walker Library. During this day you will receive instruction on research skills, as well as individualized research help from the librarians. At the very beginning of the classroom instruction, and at the very end of the classroom instruction, you will be asked to take a quiz over the material. These two quizzes will be collected by your teacher for a class grade. If you agree to participate in this study, you will be giving permission to the researchers to use your quiz data for their analysis.

3. Do I have to be in this research study and can I stop if I want to? 
All students have to take the quizzes (at the beginning and at the end of the day) for a class grade. You do not have to give permission to the researchers to use your quiz data. Also, if you originally give permission and later change your mind, you may notify the researchers and they will remove your quiz data from the pool at no penalty to you.

4. Will anyone know that I am in this research study? 
No one will know you are participating in this study. However, information we collect on you may be shared with others ONLY if you or someone else is in danger or if we have to do so by law.

5. How will this research help me or/and other people? 
Participants in the study receive no additional benefits over other students taking part in the Walker Library research day. The data gained by the study, however, will have anticipated benefits to Walker Library as it seeks to improve library instruction and outreach to area high school students.
6. **Can I do something else instead of this research?**
   The options are to either take part in this research or choose not to. There is no penalty if you choose not to. In either situation, however, all students must take the quizzes as a classroom grade. By allowing your quiz results to be part of the study, you are improving the educational experience for future students.

7. **Who do I talk to if I have questions?**
   Please contact Dr. Karen Reed at (615) 494-8641 or karen.reed@mtsu.edu.

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Print Name and Title of the Researcher
C. Signature Section
(Researchers’ Copy)

Primary Investigator(s)  Karen N. Reed, PhD; Christy A. Groves
Contact information  (615) 494-8641; karen.reed@mtsu.edu
Department Institution  User Services, Walker Library/MTSU
Study Title  Use of Academic Library Outreach for High School Student Instruction and Recruitment


Child’s Name (Age 12+)  (type or print)

PARENT SECTION

☐ No  ☐ Yes  I have read the parental consent document pertaining to the above identified research
☐ No  ☐ Yes  The research procedures to be conducted have been explained to me verbally
☐ No  ☐ Yes  I understand each part of the interventions and all my questions have been answered
☐ No  ☐ Yes  I received a signed copy and I am aware of the potential risks of the study

By signing below, I give permission for my child, whose name is identified above, to participate in this study. I understand I can withdraw my child from this study at any time without facing any consequences.

________________________
Date
Signature of the Parent

OFFICIAL USE

Parental Consent obtained by:

Date  Faculty Signature  Print Name & Title

Child Assent Administered by:

Date  Faculty Signature  Print Name & Title