

Co-creation workshop

INFORMED CONSENT FORM

1. What is this form?

This form explains the goals of this workshop, which is held for the needs of the Erasmus Plus project, named IMMER-CV “Curriculum development for Management of Immersive technologies by Professionals in Cultural and Creative Sectors”, with Grant Agreement number: 2023-2-ES01-KA210-VET-000181563. The form also covers the study procedures, risks and potential inconveniences that may occur. If you decide to participate, you will be asked to sign this form.

2. What is the purpose of this workshop?

This workshop aims to understand the needs and develop solutions for vocational training in immersive technology applied to the cultural or artistic field, for key users/stakeholders. This will be achieved by an open discussion between the participants. The results of this study will be used to extract user requirements and shape concrete user models or training plans for users. Furthermore feedback will be obtained to improve the structure of this workshop and furthermore to collect new and updated requirements.

3. What will I be asked to do in this focus group?

If you agree to take part, you will be asked to discuss a series of questions about your perceptions of current training schemes in immersive technology applied to the cultural or artistic field, your experience (if any) in immersive technology use or training and your perception on what content should be covered in a training scheme tailored to the needs of your sector. The main methodology will be based on open discussions to guide participants in identifying problems, needs and respective solutions. Discussion will be coordinated by the workshop managers and it will be structured based on open questions accompanied by summary tables to follow the thread of the activity and to efficiently collect valuable input.

Please note that there are no right or wrong answers. The workshop managers want to hear the participants’ diverse viewpoints and would like for everyone to freely contribute their thoughts. Out of respect, please refrain from interrupting others. However, feel free to be honest even when your responses/opinion counter those of other group members. At the end of the workshop, an anonymous survey will be sent to the participants to find out their perception of the workshop and the co-creation of the solutions presented in.

4. Risks on Inconveniences

The co-creation workshop consists of a discussion forum that can be easily addressed in the field. Based on the extracted conclusions/findings found during the workshop, you will be asked to make a short oral presentation of an immersive technology plan according to the needs of your sector. The workshop will end with an anonymous survey. If at any



time you feel discomfort, you may drop off for some time or give up entirely. The workshop managers will make every effort to protect confidentiality and your anonymity.

5. Voluntary participation

This workshop is voluntary - you are not obliged to take part if you do not want to. If any question or activity makes you feel uncomfortable, you do not have to answer or participate in it. You may leave the discussion at any time without any negative repercussions and without having to justify your decision. In this case, all information regarding your participation will be destroyed.

6. Privacy and confidentiality

The workshop managers will take every effort to protect your privacy. Your personal data, (i.e. Name, Surname, Contact Details and Profession) will be communicated between the group members unless you prefer to declare only your first name and occupation. This information will be stored solely by the IMMER-CV consortium members and will be communicated only to the ERASMUS PLUS authorities, if requested. Everything you say in this co-creation workshop will be kept confidential and anonymized. The notes from the discussion will not contain your name or any other information that would allow you to be linked to specific statements. Only the workshop moderator and the staff conducting the study will have access to the notes and your personal contact details. The workshop managers will present the general findings from the entire study as a deliverable or publication of the project findings. The names of the participants will not appear in any report or any other statement. By participating, you also accept to keep this conversation confidential and to not discuss the identity or comments of other participants outside this room. Also you consent that photographic and/or video footage featuring you may be recorded and shared at digital social channels of the project and the partners involved. You have the right to withdraw this permission during the workshop by contacting the workshop moderators directly.

7. Statement of voluntary consent

When signing this form I am agreeing to voluntarily participate in the co-creation workshop and I was informed about the purpose and the activities of this workshop. I understand that my personal data will be available only to workshop moderators and the ERASMUS PLUS authorities, if requested, and no other use of them is foreseen. Any statements or personal views will be anonymised, while I consent that photographic and/or video footage of the event may be distributed online. I have had the chance to read this consent form and ask questions, and I have received satisfactory answers in a language I fully understand. Finally, I was informed that I can leave the workshop at any time, without any negative consequences.

Participant signature:

Print name:

Date:



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