



IO2 Report

Partner: SDI München

Annex III: documents

2018-1-ES01-KA203-05275

This document includes the two documents:

- Informed consent an informed consent form to participation in the discussion groups/interviews and
- Audio/video consent form

used during IO2 for the discussion groups and interviews.

CONSENT FORM

You take part in this (*survey/test/focus group/interview*) because you want to.

You can stop when you want

and you do not need to explain why.

If you stop, there is no problem at all.

Data will be **confidential**.

This means that we will not use your name.

The person responsible for this (*survey/test/focus group/interview*) is (name and surname).

If you want more information about the project,

you can contact Anna Matamala.

Her e-mail is: anna.matamala@uab.cat

Data policy

If you have provided personal data,

Anna Matamala will be responsible to keep them.

Personal data is your name and your e-mail address.

After 5 years,

we will destroy your personal data.

We will follow the European laws

that protect your personal data.

We will not give your personal data

to other people, companies or organisations.

You can ask Anna Matamala:

- for a copy of your personal data
- to delete your personal data
- to change your personal data

Her e-mail is: anna.matamala@uab.cat

Anna Matamala will reply you.

You can also email the person

in charge of personal data at Universitat Autònoma de Barcelona.

The e-mail is: proteccio.dades@uab.cat.

Please (*select “Yes”/sign*) if the following sentences are true:

- I have read the information or someone has explained it to me in a way that is easy to understand.
- I have been able to ask questions.
- I want to take part in the (select: *research/interview/focus group/survey*).
- (if applicable) I accept that you record me in (select: *audio/video*).

Name, date and signature (or alternative: explicit consent by clicking on “Yes” button).

(*If applicable*) I, *NAME*, as tutor of *NAME*, give my explicit consent to the participation of *NAME* in the EASIT research.

Name, date and signature of the tutor (*if applicable*)

PHOTO, VIDEO AND SOUND RECORDING CONSENT FORM

By signing this photo, video and sound recording consent form,

- I allow EASIT (pagines.uab.cat/easit) project partners to record photo, video and sound recordings of me. This is completely voluntary and up to me. I am aware that my photo, video and sound recordings may be used as part of EASIT materials, to be distributed under a creative commons licence (CC-BY-SA-NC).
- I assign the exploitation, reproduction, public communication and distribution rights that I may hold over these recordings, in whole or in part, to EASIT partners **with disseminating, training, educational, institutional or scientific purposes only**, for all countries, during all the period intellectual property rights apply and in all known technological modalities. I further give permission to EASIT partners to use my name, biography, and any other personal data, in any event and any other related material in connection with such purposes under the Spanish personal data protection legislation.
- I allow Universitat Autònoma de Barcelona to upload such materials at UAB's open access repository Dipòsit Digital de Documents de la UAB (DDD) <http://ddd.uab.cat> or any other means UAB may consider suitable.

According to current personal data protection legislation, you can revoke whenever you want the given consent or you can exercise rights of access, rectification, cancellation, opposition, limitation of treatment, data portability, by contacting anna.matamala@uab.cat

If you want to know more about data management policy at UAB, you can contact the personal data officer at proteccio.dades@uab.cat

You can also address your claims to the Catalan Authority for Data Protection (apdcat.gencat.cat).

Signature:

Printed name:

Date:

(see other side)



Following article 14 of the European General Data Protection Regulation, your data will be kept by the EASIT project to prove your consent. They will be kept at the UAB Campus, MRA/126.

Anna Matamala is the data manager. You can contact her by email: anna.matamala@uab.cat

Since your photos, videos or sound recordings may be made available online for as long as intellectual property rights apply, we will keep this document for the same period.

Your data will not be used for automated decision-making. Your data will not be used to create profiles to predict your personal preferences, behaviours or attitudes.

According to current personal data protection legislation, you can revoke whenever you want the given consent or you can exercise rights of access, rectification, cancellation, opposition, limitation of treatment, data portability, by contacting anna.matamala@uab.cat

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