**Participant’s Consent Form in the InCompEdu Project**

**Intellectual Output I – Written Interviews**

I, the undersigned, give my consent to take part in a written interview for the purposes of the “Innovative competence in on-line higher education” InCompEdu DOC project, executed as part of the Erasmus+ Programme Key Action 2 - Cooperation for innovation and the exchange of good practices, KA226 - Partnerships for Digital Education Readiness Erasmus+ Programme, Agreement n° 2020-1-PL01-KA226-HE-096278. This consent form specifies the terms of my participation in this project.

1. I have been given written and/or verbal information about the purpose of the written interview. I declare that I have had the opportunity to ask questions and any questions that I had were answered fully and to my satisfaction.
2. I also understand that I am free to accept to participate, or to refuse or stop participation at any time without giving any reason and without any penalty. Should I choose to participate, I may choose to decline to answer any questions asked. In the event that I choose to withdraw my participation from the project, any data collected from me will be erased.
3. I understand that I have been invited to participate in the written interview in which the researcher will ask questions on my experience and challenges of online/hybrid learning.
4. I am aware that the written interview will take approximately one hour. I understand that the written interview is to be conducted on the university premises or in the workplace, in a proper setting and at a time that is convenient for me. The written interview may also be conducted in the online form. I am aware that I must have the consent of my employment organisation for the use and publication of its logotype and name.
5. I am aware that, if I give my consent, this interview will be edited and captioned to create a “Teacher story” for the InCompEdu project.
6. I am aware that, if I give my consent, my identity, my image and the name of the employment organisation I represent will be published on the InCompEdu website, the websites of the project partners as well as in project reports, research publications or presentations arising from this project (including folders, brochures), and that responses I provide may be quoted directly or indirectly. Concurrently, I declare and I am authorised to submit the name of my employment organisation for this purpose. I give my consent to have the “Teacher story” from my written interview made public as a whole or in segments without any time and geographical restrictions in every field of application, in particular through its solidification and multiplication by any method, by displaying, viewing, as well as through public release in a manner that anyone is able to access it in a chosen time and place – in particular, on websites dedicated to the InCompEdu project, the websites of the project partners, in social media, on websites dedicated to the project and in written materials devoted to the InCompEdu project.
7. I am aware that I may ask to be given the opportunity to review relevant “Teacher story”, before it is published. I am aware that I may ask to be given the opportunity to review relevant extracts of the transcript of my interview, before the interview is published and ask for changes to be made. I agree to the publication of my photo, which I will send in digital form, in good quality and free of charge. I am aware that, my photo will be published in line with the abovementioned provision 6.
8. I understand that all raw interview data will be erased upon completion of the InCompEdu project. However, it will not be possible to erase the written interview from the Web.
9. I understand that there are no direct benefits to me from participating in the written interview (including financial benefits).
10. I understand that my participation does not entail any known or anticipated risks.
11. I understand that, under the General Data Protection Regulation (GDPR) and national legislation, I have the right to access, rectify, and where applicable, ask for the data concerning me to be erased. The informative clause regarding the processing of personal data constitutes an appendix to this declaration.
12. I have been provided with a copy of the information letter and understand that I will also be given a copy of this consent form.
13. I have read and understood the above-mentioned statements and agree to participate in the written interview.

\* The data controller will be a national representative responsible for the execution of InCompEdu IO1, and the GDPR information shall be stored in password-protected files (in case of electronic copies) or in files locked on the university campus (in case of paper copies, if applicable).

Full name of participant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

InCompEdu project manager’s full name, title, email address and signature:

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