

**California State University, Northridge**  
**CONSENT TO ACT AS A HUMAN RESEARCH PARTICIPANT**

**Virtual One-On-One Library Consultations Survey**

You are being asked to participate in a research survey. Participation in this study and survey is completely voluntary. Please complete the consent form and survey in a location and on a device that provides adequate privacy. Please read the information below and ask questions about anything that you do not understand before deciding if you want to participate. A researcher listed below will be available to answer your questions.

**Researcher:**

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**PURPOSE OF STUDY**

The purpose of this research study is to gain a better understanding of how virtual one-on-one library consultations are provided, and how COVID-19 has impacted these services.

**SUBJECTS**

**Inclusion Requirements**

You are eligible to participate in this study if:

- you are a librarian at an academic library, and
- you provided virtual one-on-one library consultations since the COVID-19 pandemic, and
- at some point, your library closed its physical doors to all public or non-staff due to the COVID-19 pandemic

**Time Commitment**

This anonymous survey will involve approximately 5-10 minutes of your time.

**PROCEDURES**

You will complete a survey about your experiences providing virtual one-on-one library consultations.

**RISKS AND DISCOMFORTS**

The possible risks and/or discomforts associated with the procedures described in this study include: mild emotional discomfort. This study involves no more than minimal risk. There are no known harms or discomforts associated with this study beyond those encountered in normal daily life.

## **BENEFITS**

### **Subject Benefits**

The possible benefits you may experience from the procedures described in this study include satisfaction in sharing your experiences providing virtual one-on-one library consultations.

### **Benefits to Others or Society**

You are contributing to research that provides a better understanding of providing virtual one-on-one library consultations and how these services can be improved.

## **ALTERNATIVES TO PARTICIPATION**

The only alternative to participation in this study is not to participate.

## **COMPENSATION, COSTS AND REIMBURSEMENT**

You will not be paid for your participation in this research study.

## **CONFIDENTIALITY**

### **Subject Identifiable Data**

No identifiable data will be collected and the option to track IP addresses in Qualtrics will be disabled. Providing their email address at the end of the survey is optional.

### **Data Storage**

All research data will be stored electronically with password protection in CSUN Box. Any email addresses provided voluntarily by participants will be removed from the data immediately and kept in a locked office, separate from the electronically stored data.

### **Data Access**

The researcher named on this page will be the only person to have access to your study records. Any information derived from this research project that personally identifies you will not be voluntarily released or disclosed without your separate consent, except as specifically required by law. Publications and/or presentations that result from this study will not include identifiable information about you.

### **Data Retention**

The researcher intends to keep the research data until the research is published and/or presented and then it will be destroyed.

### **Mandated Reporting**

Under California law, the researcher is required to report known or reasonably suspected incidents of abuse or neglect of a child, dependent adult or elder, including, but not limited to, physical, sexual, emotional, and financial abuse or neglect. If any researcher has or is given such information in the course of conducting this study, they may be required to report it to the authorities.

## **IF YOU HAVE QUESTIONS**

If you have any comments, concerns, or questions regarding the conduct of this research please contact the research team listed on this form.

If you have concerns or complaints about the research study, research team, or questions about your rights as a research participant, please contact the Research and Sponsored Programs office, 18111 Nordhoff Street, California State University, Northridge, Northridge, CA 91330-8232, by phone at (818) 677-2901 or email at [irb@csun.edu](mailto:irb@csun.edu).

#### **VOLUNTARY PARTICIPATION STATEMENT**

You should not consent to taking the survey unless you have read the information provided. **Participation in this survey is voluntary.** You may refuse to answer any question or discontinue your involvement at any time without penalty or loss of benefits to which you might otherwise be entitled. Your decision will not affect your relationship with California State University, Northridge. Your consent below indicates that you have read the information in this consent form and have had a chance to ask any questions that you have about the study.

**I agree to participate in the survey.**

**I do not agree to participate in the survey.**