

# Plain Language Statement

Melbourne School of Design



## ***Project: Affordable Heating and Cooling Innovation Hub (i-Hub): Integrated Design Studio – ACT Schools Refurbishment***

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### **Introduction**

Thank you for your interest in participating in this research project. The following pages will provide you with information about the project, so that you can decide if you would like to take part in this research.

Please take the time to read this information carefully. You may ask questions about anything you don't understand or want to know more about.

Your participation is voluntary. If you don't wish to take part, you don't have to and can select any other studio that does not form part of the Integrated Design Studio Program

### **What is this research about?**

*The i-Hub Integrated Design Studio (IDS), activity for the ACT Schools Refurbishment Program aims to change the way we design buildings by bringing architectural and engineering integration to the forefront of design, with the aim of designing zero energy demand buildings.*

## 1) INFORMATION FOR STUDENT PARTICIPANTS:

### **What will I be asked to do?**

Should you agree to participate... *You will be asked to be part of the studio team and agree to be observed during the class time. The estimated time commitment for participants is the same as the time requirement for the subject. No additional time is required. After marking has occurred, you will be asked to fill in a questionnaire and possibly respond to interview questions about the collaborative aspect in the studio.*

### **What are the possible benefits?**

*Potential benefit of the research for society is reducing greenhouse gas emission. No payments, incentives nor reimbursements to be made to participants. On the studio level: Benefits to you include the fact that you work on a project that has a real client and that the studio design process will be supported by an architecture and an engineering consultant.*

### **What are the possible risks?**

*Potential risks relating to the above issues can be divided into three main categories:*

*The main risk identifiable to you as a student relates to any conflict of interest that may arise from being supervised and marked by the same people who simultaneously are also responsible to drive the research outcome across the IDS program.*

*Another potential risk to you may relate to an interference due to the presence of the researchers during the ongoing studio conversations and presentations.*

*Lastly, there is the risk of your work being used without your permission / copyright (IP violation)*

### **Risk Management Strategy**

*We are implementing the following strategies to help mitigate/minimise the risks identified above.*

*The IDS program structure specifically avoids any direct involvement by a researcher on the IDS in the marking of your work. Researchers on the IDS are assisting in the setup of the studios and they assist in developing the project brief. Beyond that, they merely observe the process of collaboration among students and with the participating industry experts, without interfering in the design process itself.*

*After the design project for the IDS is handed-in, and marks have been determined, the researchers will revisit the students and the tutor independently, in order to ask them to reflect on the collaborative design process that has led to the studio outcome. These conversations will be carried out entirely independently from the assessment/marking process by the student. There will never be a point of dependency between you and the researchers of the IDS program (the CDE design studios). You have the right to opt out from partaking in the research-related activities (e.g. being interviewed, or their collaborative process being analysed) after the semester; this occurs without any impact on your result for the referring CDE design studio. Any existing rules you need to adhere to when undertaking a CDE studio still apply.*

*Researchers will not interfere in the studio process, but join select classes, strictly to observe only. The only engagement with you via interviews and the questionnaire should only occur after the semester is over and marking has been done. If at all, the additional support provided by the industry consultants should benefit you during class. The approach described here aims to minimise any risk that may emerge to the potential future relationship between researcher and student. Research focuses on the processes undertaken in the IDS overall, and not on the responses by individual students. Both the interview, as well as the questionnaire can be undertaken anonymously as there is no need to identify responses from any individual participant.*

***Before commencing the Next DC IDS, you will be asked to sign the 'Student Confirmatory Assignment Deed Poll' document that outlines IP on the project in greater detail.***

### **Do I have to take part?**

*No. Participation in the interview/questionnaire process after the studio is completely voluntary. You are able to withdraw from this aspect of the Integrated Design Studio at any time (without adverse effects to you). Any data already collected about you will be deidentified and your name will not be mentioned in any publication arising from the research, unless you specifically request us to do so.*

### **Will I hear about the results of this project?**

*The results of the project will be available in the form of journal and magazine articles.*

### **What will happen to information about me?**

*Information collected during the IDS (written transcripts, audio recordings, image materials, process charts) will be stored on a password-protected UoM network drive by the Responsible Researcher.*

*It is expected that materials arising from the IDS Program will be destroyed after 5 years of the last associate publication. This includes shredding of any paper-based responses and deletion of any computer files on the password-protected machine. It is anticipated though that papers arising from this research will continue to be published over a sustained*

*period of time. There is no sensitive data expected to result from the study, but participants should be aware that their data could be used in future projects in the general area of this research project.*

**Who is funding this project?**

Australian Renewable Energy Agency (ARENA).

**Where can I get further information?**

If you would like more information about the project, please contact the researchers; Responsible Researcher: Dominik Holzer or Researchers: Brendon McNiven, Lu Aye.

**Who can I contact if I have any concerns about the project?**

This research project has been approved by the Human Research Ethics Committee of The University of Melbourne. If you have any concerns or complaints about the conduct of this research project, which you do not wish to discuss with the research team, you should contact the Manager, Human Research Ethics, Research Ethics and Integrity, University of Melbourne, VIC 3010. Tel: +61 3 8344 2073 or Email: [HumanEthics-complaints@unimelb.edu.au](mailto:HumanEthics-complaints@unimelb.edu.au). All complaints will be treated confidentially. In any correspondence please provide the name of the research team or the name or ethics ID number of the research project.