

# Participant Information Sheet

Project title: Technolegau Drawswyddol: Exploring transgender digital inequality in Wales

You are being invited to take part in a research project, this document contains information about this project that will help you make a decision about whether or not to take part; it details: why the research is being conducted, what your involvement will entail, and information about how your data will be used. It is important you read over this document first, so that your informed consent can be taken.

Please note: this document exists in multiple formats, these are listed below (all formats have the same content, but are provided in these formats to work with screen readers and other accessible technologies):

- [HTML \(opens in your web browser\)](#)
- [PDF \(for printing\)](#)
- [DOCX \(i.e., for Microsoft Word\)](#)
- [ODT \(i.e., for LibreOffice Writer\)](#)

## What is the purpose of the research?

This research project looks understanding how transgender people define and experience digital inequality. This project is being carried out to address a lack of understanding of these factors; the outcomes of this research will be used primarily to help third sector organisations (charities, mutual aid and grassroots organisations) that support those in, or at risk of being digitally excluded best support their transgender service users, as well as giving them a evidence base on which to apply for funding to aid them in continuing their work sustainably. In addition, the knowledge acquired from this project is intended to be shared with the Welsh Government, and other local governmental bodies in Wales to build policy to best support transgender people.

Like most research projects, this one has a set of what are called “inclusion” and “exclusion” criteria which are factors that (in order): are sought in participants, and those that preclude you from taking part in this project. I’d like to ask you to look over the following lists to ensure that you meet the inclusion criteria, and do not meet any of the exclusion criteria.

### Inclusion criteria

- You are transgender<sup>1</sup>
- You are over the age of 18

## Exclusion criteria

- You live outside of Wales

Your participation in this study will take approximately...

## Who is carrying out the research?

The data are being collected by...

## What happens if I agree to take part?

We will ask you to complete a 'values' questionnaire. In the values questionnaires we ask you to rate how important some values are to you as guiding principles in your life. Additionally, we will ask for some background information including your level of education, your age, and gender. We will also conduct a semi-structured (Whiting 2008) follow-up interview, where we will ask for feedback about the survey you took.

## Are there any risks associated with taking part?

The research has been approved by the Faculty of Science and Engineering Research Ethics Committee. There are no significant risks associated with participation.

## Data Protection and Confidentiality

Your data will be processed in accordance with the Data Protection Act 2018 and the UK General Data Protection Regulation (UK GDPR). All information collected about you will be kept strictly confidential. Your data will only be viewed by the researcher/research team.

All electronic data will be stored on a password-protected computer file [state where]. All paper records will be stored in a locked filing cabinet [state where]. Your consent information will be kept separately from your responses to minimise risk in the event of a data breach.

Please note that the data we will collect for our study will be made anonymous, thus, it will not be possible to identify and remove your data at a later date, should you decide to withdraw from the study. Therefore, if at the end of this research you decide to have your data withdrawn, please let us know before you leave.

## What will happen to the information I provide?

An analysis of the information will form part of our report at the end of the study and may be presented to interested parties and published in scientific journals and related media.

## Is participation voluntary and what if I wish to later withdraw?

Your participation is entirely voluntary; you do not have to participate if you do not want to. If you decide to participate, but later wish to withdraw from the study, then you are free to withdraw at any time, without giving a reason and without penalty.

## Data Protection Privacy Notice

The data controller for this project will be Swansea University. The University Data Protection Officer provides oversight of university activities involving the processing of personal data and can be contacted at the Vice Chancellor's Office.

Your personal data will be processed for the purposes outlined in this information sheet. Standard ethical procedures will involve you providing your consent to participate in this study by completing the consent form that has been provided to you.

The legal basis that we will rely on to process your personal data will be processing is necessary for the performance of a task carried out in the public interest. This public interest justification is approved by the Faculty of Science and Engineering Research Ethics Committee, Swansea University.

The legal basis that we will rely on to process special categories of data will be processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes.

## How long will your information be held?

Your anonymised data will be held for 10 years, in line with Swansea University policy on data retention.

## What are your rights?

You have a right to access your personal information, to object to the processing of your personal information, to rectify, to erase, to restrict and to port your personal information. Please visit the University Data Protection webpages for further information in relation to your rights.

Any requests or objections should be made in writing to the University Data Protection Officer:

University Compliance Officer (FOI / DP), Vice-Chancellor's Office,  
Swansea University, Singleton Park, Swansea, SA2 8PP. Email:  
[dataprotection@swansea.ac.uk](mailto:dataprotection@swansea.ac.uk)

## How to make a complaint

If you are unhappy with the way in which your personal data has been processed, you may in the first instance contact the University Data Protection Officer using the contact details above.

If you remain dissatisfied, then you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane,  
Wilmslow, Cheshire, SK9 5AF. Website: <https://www.ico.org.uk>

## What if I have further questions?

If you have further questions, please do not hesitate to contact us:

Student leading research: - Genevieve Clifford - School of Mathematics and Computer Science, Faculty of Science and Engineering, Swansea University - Email: [2004599@swansea.ac.uk](mailto:2004599@swansea.ac.uk)

Supervisors:

- Troy Astarte
  - Department of Computer Science, Faculty of Science and Engineering
  - Email: [t.k.astarte@swansea.ac.uk](mailto:t.k.astarte@swansea.ac.uk)
- Charlotte Jones
  - Department of Criminology, Sociology, and Social Policy, Faculty of Humanities and Social Sciences
  - Email: [charlotte.jones2@swansea.ac.uk](mailto:charlotte.jones2@swansea.ac.uk)
- Tom Crick
  - Department of Education and Childhood Studies, Faculty of Humanities and Social Sciences
  - Email: [thomas.crick@swansea.ac.uk](mailto:thomas.crick@swansea.ac.uk)

all supervisors are based at Swansea University

## References

Whiting, Lisa S. 2008. "Semi-Structured Interviews: Guidance for Novice Researchers." *Nursing Standard* (Through 2013) 22 (23): 35–40. <https://www.proquest.com/docview/219839081/abstract/F2CE966BB7064468PQ/1>.

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1. Transgender in this context is an umbrella term, and is used here to mean "not cisgender"; i.e., inclusive of many transgender, and non-binary gender identities. Similarly, there is no requirement to have any "formal" diagnoses of gender dysphoria or incongruence

to take part in this research; the individual is the ultimate source of knowledge on their own gender.↵