

Term 2

## PgCert Academic Practice in Art, Design and Communication

### Action Research Project Ethical Enquiry Form

Participant name: Tilly de Verteuil

Cohort: 2

Tutor name: John O'Reilly

#### 1. What is your research question?

*How can current and graduating students be assisted in making their work public and transitioning into a professional realm of Book Arts? Specifically, those students who are unable to take the financial risks associated with selling work publicly*

The aim of this enquiry is to generate new knowledge that will allow us to support and advise students with the aspiration to sell their work publicly, as well as inform recommendations to senior management towards maximising engagement with the professional scene outside of UAL and to provide information on an event or action we can take to provide a platform for students to share their work with the professional community.

**Commented [JO1]:** Is it also to become part of the network. the conversation of book fair professionals and buyers...?

#### 2. Who will be providing you with information to help you answer your question, and how will you approach and/or select them?

Students and alumni of UAL who regularly worked in the Book Arts Workshop

Staff at the Gerrit Reitveld Academie – who have set up a Book Fair in collaboration with a local artists bookseller and professionals in the industry in the Netherlands  
Staff from other art universities who have undertaken the organisation of book fairs

Alumni and current students will be given information about the study and a link and/or return slip to inform the researcher if they prefer not to be included in the interview sample. I will interview students who regularly use the book arts space to produce publications, as well as alumni who expressed to myself or my colleague an interest or asked for advice on how to sell their publications in a professional context.

I will email the staff from other industries asking if they had feedback or observations if the access to book fairs and professional contacts had an impact on the graduating students and/or the students' progress or confidence in their own careers.

**Commented [JO2]:** This is really good, though this may not be a fully formed part of this ARP research, maybe there are a few comments you could get from a range of these people. Sometimes a journalistic question "the best thing for students about the book fair you arranged?" "Three things you learned...?" These types of questions trade-off the proper open ended-ness of research versus getting people to actually reply!

**Commented [JO3]:** Great yes! See above

#### 3. What will you be asking participants to do?

Students will be asked to respond to an e-mail with various questions about :

- the gap between making work as a student and publishing and selling ones own work.
- What/ how do students feel they could be supported in making this transition
- If a Book fair held at LCC that was free for students to exhibit and sell their work would be beneficial to them
- What time of the school year would feel most achievable (in regards to also maintaining grades and workflow towards their degree)

Alumni will be asked to respond to an e-mail with various questions about :

- the transition they have faced between graduating and selling their own work, whilst managing making a living

**Commented [JO4]:** Yes and ask them to imagine what they think the benefits might be? It's always interesting getting a sense of people's aspirations and how they imagine their ambition might be actualised.

- What could have helped them in making this transition, or could have helped to build confidence prior to graduating.
- If a Book fair held at LCC that was free for students to exhibit and sell their work would have been beneficial to them
- If a Book fair held at LCC that was free for Alumni to exhibit and sell their work would be beneficial to them now.

Staff from other institutions will be asked to respond to an e-mail with various questions about :

- How the students experienced the book fair – if it was beneficial to their professional transition.
- How it was set up at their institution
- What the feedback from invited professionals/peers was towards the student work
- If they have seen an improvement in student work, proficiency and confidence

Potentially to complete a questionnaire about their experience of the book fair (if it goes ahead within the timeframe of the ARP)

#### 4. How will you get informed consent from these participants?

An information sheet (detailing the research) will be sent by email to all potential participants, with the opportunity to opt out. Informed consent will be assumed when a participant provides a response to the questions sent in a second email. Participants may withdraw their consent up to two weeks after the interview.

**Commented [JO5]:** Often the model is that people can withdraw at any point, but as long as you make it clear. I wonder if that deadline might be a deal-breaker, just psychologically? Or will you need that 2 weeks for tabulation?

#### 5. What potential risks to the interests of participants do you foresee and what steps will you take to minimise those risks? A participant's interests include their physical and psychological wellbeing; their commercial interests; and their rights of privacy and reputation.

##### Risk of participant distress

It is possible that some participants will find discussing their experiences distressing or embarrassing, as they will be prompted to share barriers to their progression within their chosen profession. These barriers may include professional or academic difficulties, and/or personal trauma.

**Commented [JO6]:** Good point, yes people may have had a horrible experience at a book fair.

The risk of participant distress will be addressed as follows:

- 1) The potential for emotional distress will be highlighted in the participant information sheet.
- 2) I will endeavour to follow the principle of unconditional positive regard towards participants and to engage in active listening without judgement. I will send the questions after a participant has agreed "in principle" and offer the opportunity to opt out once they have read the questions with no consequence
- 3) I will add the following disclaimer to avert correspondence.

All answers will be kept private and confidential and will be used for research purposes only. Anything shared as "evidence" for my PgCert will be discussed and written as "anonymous"


##### Risk to commercial interest

The only other risk I can foresee is if the Book Fair doesn't materialize, and there is therefore a potential disappointment if students the Book Fair was discussed with are left feeling let down, or that an opportunity was taken away.

The risk of this will be addressed as follows:

- 1) It will be made clear from the beginning of any correspondence that the Book Fair is part of a research project and is to be treated as a hypothetical possibility, unless clearly stated otherwise.

**Commented [JO7]:** Great yes

<p><b>6. What potential risks to yourself as the practitioner do you foresee and what steps will you take to minimise those risks?</b></p> <p>I do not foresee any potential risks to myself as the researcher.</p>
<p><b>7. Does your project involve children or vulnerable adults e.g. a person with a learning disability?</b></p> <p><b>NO</b></p>
<p><b>8. How will you store the information you gather from participants?</b></p> <p>The answers from each participant will be transcribed into a document, and the original emails deleted. The datasheet of anonymised survey responses will be retained on a secure server, so that these data can be made available for future research.</p> <p>Personal identifiers, if needed, will be a system as follows;  Student A, Student B, Student C...  Alumni A, Alumni B, Alumni C...  Staff at Institute 1 – Staff member A, Staff member B, Staff member C ...  Staff at Institute 2 – Staff member A, Staff member B, Staff member C ...  Staff at Institute 3 – Staff member A, Staff member B, Staff member C ...</p>
<p><b>I confirm my responsibility to deliver the project in accordance with the Code of Practice on Research Ethics of the University of the Arts London (the University). In signing this form I am also confirming that:</b></p> <p>a) The form is accurate to the best of my knowledge and belief.  b) I understand and accept that the ethical propriety of this project may be monitored by the relevant College Research body and/or the University's Research Ethics Sub-Committee.</p> <p>Signed: _____ Date: _____</p>
<p><b>I support this project and have reviewed it with the participant:</b></p> <p>Signed:  Date: 30.10.23</p>

**Commented [J08]:** Great so there won't be any storage of personal info, just the anonymised responses.