

Informed Consent Observation Interview

My name is _____, and I am a _____ at National Louis University. I am asking you to participate in this study, **“Place Research/Study Title Here”**, occurring from **MM-YYYY to MM-YYYY**. The purpose of this study is to understand how new (first year) induction mentors working with first and second year teachers in high need schools develop a mentoring practice. This study will help researchers develop a deeper understanding of coaching that can guide ongoing professional development and contribute to the body of coaching literature. This form outlines the purpose of the study and provides a description of your involvement and rights as a participant.

By signing below, you are providing consent to participate in a research project conducted by _____, assistant professor, at National Louis University, Chicago.

Please understand that the purpose of the study is to explore the process and impact of induction coaching and *not* to evaluate coaching or teaching. Participation in this study will include:

- 3 individual interviews scheduled at your convenience in the fall, winter and spring of the 2013-14 academic year.
 - Interviews will last up to 45 min. and include approximately 10 questions to understand how new coaches develop, conceptualize and enact their mentoring practice.
 - Interviews will be recorded and participants may view and have final approval on the content of interview transcripts
- 1 ninety-minute observation to gain contextual understanding and observe coaches' interactions with new teachers during classroom instruction and debriefing sessions.
 - XXX will take field notes during classroom observations and debriefing sessions to capture the ways coaches interact with new teachers' and students (e.g. taking observational notes, asking reflective questions, whispering to students)
 - Participants may view field notes and have final approval on the content of field notes

Your participation is voluntary and can be discontinued at any time without penalty or bias. The results of this study may be published or otherwise reported at conferences, and employed to inform coaching practices at XXX but participants' identities will in no way be revealed (data will be reported anonymously and bear no identifiers that could connect data to individual participants). To ensure confidentiality the researcher will secure recordings, transcripts, and field notes in a locked cabinet in her home office. Only XXXX will have access to data.

There are no anticipated risks or benefits, no greater than that encountered in daily life. Further, the information gained from this study could be useful to the XXXXX and other schools and school districts looking to initiate or refine induction coaching.

Upon request you may receive summary results from this study and copies of any publications that may occur. Please email the researcher, XXXX at XXXX to request results from this study.

In the even that you have questions or require additional information, please contact the researcher, XXXXXX, email, phone.

If you have any concerns or questions before or during participation that has not been addressed by the researcher, you may contact [[graduate students insert chair's information here](#)], the IRB

Chairs of NLU's Institutional Research Board:

Dr. Shaunti Knauth; email: Shaunti.Knauth@nl.edu; phone: (312) 261-3526; or Dr. Carla L. Sparks; email: CSparks3@nl.edu; phone: (813) 928-6889. IRB Chairs are located at National Louis University, 122 South Michigan Avenue, Chicago, IL.

Thank you for your consideration.

Consent: I understand that by signing below, I am agreeing to participate in the study (*STUDY NAME*). My participation will consist of the activities below during *XX time period*:

(briefly list participation activities as in example below):

- 3 Interviews lasting approximately 45 minutes each
- 1 ninety-minute observation of my classroom

Participant's Signature

Date

Researcher's Signature

Date