# ER4 – Specimen Explanatory Statement

This is a specimen explanatory statement. You may use this form as a guide for your own study. You must obtain consent from the University of Law Ethics Committee prior to conducting any research with human participants. This document statement is to be kept by the research participant.

**Interview Invitation**

You are invited to participate in a research study into [one sentence explanation for your research]

This study is being undertaken by a student currently enrolled on *[insert programme].*

**Date**: [*Insert current date*]

**Study title**: [*Investigating Contract Law: Theory vs. Practice*]

**Contact details**

**Student:** Joe Bloggs

**Email:** joe.bloggs@law.ac.uk

**Address:** University of Law, Anytown, AT01 0AZ [**Do not** use your personal home address]

1. **Study Summary**

[Example: *The aim of this study is to ascertain the difference between theory and practice in a commercial law firm.]*

1. **Why have I been asked to participate?**

[Example: *You have been asked because you are (i) known to the student and (ii) an experienced contact lawyer.]*

1. **The aims of the research**

To assess the [*your study agreed aims go here]*

1. **What does the research involve?**

[Example: *The research will use focused interviews. These interviews will be recorded on an MP3 player for later analysis*.]

1. **How much time will the research take?**

[Example: *Interviews will last no more than 40 minutes.*]

1. **Possible benefits**

[Example: *An executive summary of the findings will be available on request after the completion of the work.*]

1. **Payments**

[Example: *There is no payment for participating.*]

1. **Can I withdraw from the research?**

[Example: *This study is voluntary and you are under no obligation to consent to participation. However, if you do consent to participate, you may withdraw from further participation at any stage and all data pertaining to you will be destroyed.* ]

1. **Confidentiality**

[Example: *Individual responses will not be shared with anyone other than academic staff assessing this research.*

*If you take part in the interviews, following transcription of the interview, you will be assigned a pseudonym which will be used to refer to your interview data for the remainder of the study. Only the student will have access to the list of names and pseudonyms. Whilst we cannot guarantee confidentiality, it is very unlikely that your name will ever be associated with data used from this study, once the interview has been transcribed.*]

1. **Storage of data**

[Example: *Data collected will be stored in accordance with The University of Law’s regulations*]

1. **Further Help or Concerns:**

If you have a concern with how this research is being conducted, please contact: Professor Brian Smith, Director of Academic Enhancement and Chair of the Research Institute at the University of Law, telephone 01483 216000 or email [brian.smith@law.ac.uk](mailto:brian.smith@law.ac.uk)

**Thank you for taking the time to consider this study. If you wish to take part in it, please sign the attached consent form. This explanatory statement is for you to keep.**

**Version history**

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| --- | --- | --- | --- |
| Version | Amended by | Revision summary | Date |
| V1.0 |  | Publication |  |
| V1.1 | Deputy Academic Registrar and Senior Quality Officer | Review | April 2020 |