



### **Distributed Learning Survey: Invitation to Grade 11 and 12 Students, Parents, & Guardians**

My name is Tim Winkelmann and I am a Doctor of Education student in the Graduate Division of Educational Research at the University of Calgary. I would like to invite you to participate in a pilot survey associated with distance education courses in secondary schools. It involves completing a brief online survey and will require about 15 minutes of your time. For each school with at least 20 student survey responses, an educational program in a developing nation will receive a \$20 donation.

**To take the survey, please read the complete informed consent material on the other side of this page. If you are under 18, your parents must read it too.**

**Parents/Guardians: You may also take the survey if you wish to see the questions the survey is asking.**

Once you are ready to take the survey, go online to <https://www.surveymonkey.com/s/N8MFPXQ>

The code for your school is [mercury3](#).

The survey is anonymous. You will be asked to state only your age, grade, graduation status, and gender, and to submit a school identification code when you complete the survey.

### **Interview Request**

I would also like to do a follow-up interview with at least one student that has also completed the survey for your school. If you are willing to participate in an interview:

- the survey will ask if you agree;
- if you agree, a hyperlink will take you to a separate form for your contact information (this will keep your survey results confidential and anonymous);
- you (and your parents if you are under 18) will need to sign a separate informed consent document;
- an additional \$5 will be added to the \$20 donation if at least one student in the school agrees to an interview.

I thank you in advance for your time and willingness to participate in this study. For further information, please contact me, Tim Winkelmann, at [ptwinkel@ucalgary.ca](mailto:ptwinkel@ucalgary.ca) or by phone at 250-356-7039.

This study has received approval from the Conjoint Faculty Ethics Review Board at the University of Calgary.

**This page provides information about the purpose of the study, the role of the student survey, how your privacy is protected, and what will happen to your information.**

**Completing this survey supports education projects in developing nations.**

**Link to the survey:**

<https://www.surveymonkey.com/s/N8MFPXQ>

**Name of Researcher, Faculty, Department, Telephone & Email:**

Tim Winkelmanns, Faculty of Education, Graduate Division of Educational Research, 250-356-7039, ptwinkel@ucalgary.ca

**Supervisor:** Dr. Eugene Kowch, Graduate Division of Educational Research

**Title of Project:** Secondary Principals' Leadership Characteristics and Responses to Students in Supplemental Virtual School Courses: A Mixed Methods Study

**Sponsor:** n/a

This consent information is only part of the process of informed consent. If you want more details about something mentioned here, or information not included here, you should feel free to ask. Please take the time to read this carefully and to understand any accompanying information. **The University of Calgary Conjoint Faculties Research Ethics Board has approved this research study.**

**Purpose of the Study:**

The purpose of the study is to explore how secondary schools implement distance learning courses for their students. In the first phase, over 100 Alberta principals were asked to complete a survey. In the second phase, several schools have been selected for in-depth follow-up, including a student survey.

I am requesting your participation in this survey because it will provide very useful information about distance learning. Your school principal has agreed to allow this survey as part of a larger research study. I am working towards a Doctor of Education degree in Educational Leadership, and this research is being conducted to fulfill degree requirements.

**What Will I Be Asked To Do?**

If you agree to participate in this study, you will complete an online survey about your attitudes and experiences (if any) regarding external distance learning courses and other learning options. Please allow 15 minutes to complete the survey.

Your participation is completely voluntary. You may stop participating at any point. Your answers will be kept confidential. If you agree to participate, you are free to decline responding to any survey question. Your participation in this survey will have no affect on your school marks.

**What Type of Personal Information Will Be Collected?**

Should you agree to participate, you will be asked to provide a code for your school, gender, grade level, age, and current or past experience with distance learning courses. Responses will remain confidential.

The online survey is being administered by Surveymonkey®, an American software company. As such, your responses are subject to U.S. laws, including the USA Patriot Act. The risks associated with participation are minimal, however, and similar to those associated with many e-mail programs, such as Hotmail® and social utilities

spaces, such as Facebook® and MySpace®. The SurveyMonkey data will be exported to data analysis files on a secure (password protected and encrypted) server, then deleted from Survey Monkey within 3 months of final survey submission.

**Are there Risks or Benefits if I Participate?**

Apart from the time to take the survey, there are no other foreseeable risks, harms, or inconveniences. Individual survey results will not be published. The results from all surveys completed in your school will be analyzed as a group. Individual quotations may be taken from written comments, but they will not be identified by name. Your school administration is aware of the survey questions and permitting your participation, but participant identities will not be available to the administration.

Your school and any members of the school community will not be identified by name in the research report.

If at least 20 students from your school complete this survey, the researcher will donate \$20 to a developing nation educational project.

**What Happens to the Information I Provide?**

Your answers will be used for doctoral thesis and follow-up research. Your participation is completely voluntary. All answers and your identity are kept confidential. No one except the researcher and his supervisor will be allowed to see the data you provide. Materials are kept in a locked cabinet and in an encrypted computer data folder only accessible by the researcher. Data collected for this research will be until no longer required for research; it will then be shredded or erased.

**Consent**

Participating in the online survey indicates that you 1) understand to your satisfaction the information provided to you about your participation in this research project, and 2) agree to participate as a research subject.

In no way does this waive your legal rights nor release the investigators, sponsors, or involved institutions from their legal and professional responsibilities. You are free to withdraw from this research project at any time. You should feel free to ask the researcher for clarification or new information throughout your participation.

**Questions/Concerns**

If you have any further questions or want clarification regarding this research and/or your participation, please contact:

Tim Winkelmanns (Researcher)

Graduate Division of Educational Research/Faculty of Education  
250-356-7039, ptwinkel@ucalgary.ca

Or

Dr. Eugene Kowch (Supervisor)

Graduate Division of Educational Research/Faculty of Education  
403-220-5636, ekowch@ucalgary.ca

If you have any concerns about the way you've been treated as a participant, please contact the Senior Ethics Resource Officer, Research Services Office, University of Calgary at (403) 220-3782; email [rburrows@ucalgary.ca](mailto:rburrows@ucalgary.ca).

**Link to the survey:**

<https://www.surveymonkey.com/s/N8MFPXQ>