Tufts University
Office of the Vice Provost for Research
Institutional Review Board

20 Professors Row
Medford, MA 02155
XXXXx

Social, Behavioral & Educational Research IRB

IRB PROTOCOL APPLICATION

This form must be typed. Please submit the Protocol Cover Sheet with your application.
Professional and complete applications advance the review process.

For Office Use Only: IRB Administrative Comments

I. Research Question and Study Rationale (*approximately 2-5 sentences)*

The research explores the structures of everyday talk-in-interaction: what are the dynamics and pragmatics of turn-taking, repair (error detection/correction), topical structure and other spontaneously exhibited phenomena in unscripted conversation? The study rationale involves the ongoing video recording of a large corpus of unscripted conversations between participants in a speech analysis laboratory setting. Video data and transcriptions of the conversations will be analyzed to generate new hypotheses as to the structure of talk-in-interaction, which will then be tested using both quantitative corpus-linguistic analyses and qualitative micro-analysis. The data is intended for ongoing research and will finally become a publicly (CC-BY) licensed corpus for mutli-method approaches (specifically conversation analysis and psycholinguistics). The corpus recordings will also be used to develop naturalistic stimuli for psycholinguistic studies, but may also be used under the terms of their open access license for other research and publication purposes, and subjects will be well aware of this. There are two parts to the recording process: the first is an 'environmental' recording of the subjects' entire visit to the laboratory from the moment they enter the subject training room to the moment they leave, the second is a 'laboratory recording' using head microphones and professional video cameras in a psycholinguistics laboratory set-up. The reason for this two-step consent procedure and for the environmental recordings is that ethnomethodological conversation analysis ideally requires the collection of both primary data and as much secondary data as possible showing procedures used for the data collection.

II. Research Design

A. Research Methods ☐ Quantitative ☐ Qualitative ☒ Mixed Method

Describe: Conversation Analysis (CA) and Psycholinguistics

B. Expected Completion Date:	**January 2020**	**OR**	**Expected Duration of Study:**	**3 years**

III. International Research Only *Please skip to section IV if you are not conducting international research*

A. How does the cultural/political/social context impact the study procedures, including the consent process?

B. Host Country IRB Requirement

1. Does the host country require this research to be approved by an IRB Committee or comparable ethics board? *Please refer to the following website to see if your host country has this requirement:* http://www.hhs.gov/ohrp/sites/default/files/internationalcomp2016%20.pdf ☐ Yes ☐ No*

a. **If "No," is checked for number 1 above, explain how it was determined that local approval of the research was not required.**

2. Has approval been received from a local IRB Committee or comparable ethics board?** *Please refer to http://emerald.tufts.edu/central/research/msword/Medford/international-human-subjects-research-guidance.pdf which provides instructions on review requirements for international studies.* ☐ Yes ☐ No ☐ Host Country Does Not Require*

3. Is this study HHS funded? *Please refer to http://emerald.tufts.edu/central/research/msword/Medford/international-human-subjects-research-guidance.pdf which provides information about on review requirements for HHS funded international studies.* ☐ Yes ☐ No

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**Some review may be required even if the host country does not require IRB committee or ethics board approval.*
***Final approval of this study will not be granted until approval by a local IRB Committee is received, or until substantiated proof that no review is required is received. Please contact the IRB office for more information regarding this requirement.*

IV. Participant Population

A. Location(s) of the Study and Number of Participants at each site (attach additional page if more than 4 sites).

Site Location (e.g. Tufts University, Medford; New York, NY.)	Purpose (e.g. interviews, data collection)	Max # of Participants*
1. Tufts University, Medford,	Data collection	50
2.		
3.		
4.		

B. Maximum Number of Participants to be enrolled? *(Sum of the participants by site (A 1-4)* 50

**Once the IRB has approved the total number of participants and numbers by sites, no additional participants may be enrolled without approval from the IRB. An increase in participant numbers can be requested with a protocol modification form.*

V. Participant Selection

A. What is the age range of the sample? *Select all that apply* ☐ 0-6* ☐ 7-17* ☒ 18-65 ☐ 65+

**If minors are included, please answer the following:*

1. Will researchers be alone with minors? ☐ Yes ☒ No

If yes, all research personnel that will be alone with minors must undergo a CORI check. Helpful information on the CORI check procedure can be found at: http://www.tufts.edu/central/research/IRB/cori.htm

B. Will research personnel be entering participants' homes? ☐ Yes ☒ No

If yes, know that there is a possibility of being confronted with evidence of child abuse or neglect. Please provide the procedure for handling this information should this occur.

C. Will any gender groups be excluded? ☐ Yes ☒ No

If yes, please explain.

D. Will any racial/ethnic groups be excluded? ☐ Yes ☒ No

If yes, please explain.

VI. Protected and Vulnerable Populations *Consult the IRB Administrator for guidance if necessary.*

A. Certain vulnerable populations are afforded additional protections under the federal regulations. Do human participants who are involved in the proposed study include any of the following special populations?

☐ Minors ☐ Pregnant Women* ☐ Prisoners ☐ Fetuses ☒ My research does not involve any of these populations

**Note: Do not check pregnant women unless you are specifically recruiting this population.*

B. Some populations may be vulnerable to coercion or undue influence. Does your research involve any of the following populations? *Do you plan to specifically recruit one or more of the following population groups? Check all that apply under 'Recruit'. Might a substantial portion of your participants fall into one or more of the following groups even though these groups are not the focus of the research itself? Check all that apply under 'Likely'.*

Recruit	Likely		Recruit	Likely	
☐	☐	Diminished capacity/Impaired decision-making ability	☐	☐	Homeless
☐	☐	Drug addiction, alcoholism, substance abuse	☐	☐	HIV-positive participants
☐	☐	Terminally or seriously ill	☐	☐	Elderly
☐	☐	Economically disadvantaged	☐	☒	Tufts University employees
☐	☐	Persons not fluent in English	☐	☒	Tufts University students

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☐ My research does not involve any of the groups/categories above

VII. Recruitment

A. Recruitment Techniques (check all boxes that apply) *A copy of all recruitment materials must be submitted with the application for IRB approval. All materials submitted need to include a 1 inch margin on one side of the document (bottom of the page recommended) for IRB approval stamp. Please do not staple documents.*

☐ Advertisements	☐ Letters to professionals/institutions	☐ Telephone script	☒ Brochures, flyers, and/or pamphlets
☒ E-mail or web postings	☐ Letters to parents/guardians	☐ Letters to subjects	☒ Other (explain): SONA

B. Describe how individuals will be recruited and how long recruitment will take (if snowball sampling, describe initial participant recruitment). If there is more than one participant group, please explain how each group will be recruited. Please also include any exclusion or inclusion criteria used in recruitment.
Subjects (focused on Tufts students recruited internally via the SONA system, targeted via internal mailing lists, Tufts social media and campus noticeboards) will receive an email or social media message or will see a poster inviting them to participate in the study (see attached advert) explainign this entails a spontaneous conversation with a friend over coffee. The advert will also make it clear that this will be a public conversation used for research and publication in a CC-BY licensed corpus. Our only inclusion/exclusion criteria are that all subjects must be between the ages of 18 and 65 and fluent in English. Recruitment will be ongoing throughout the project (from the IRB decision date to December 2019). The recruitment process will use a snowball-like method: subjects will be invited to invite a friend of colleague with whom they would like to have a conversation. However, we ask them to make it clear in our invitation that neither they nor their snowball invitees are under any obligation to participate (in accordance with the advice on snowball methods provided by the HHS office for Human Research Protections: http://www.hhs.gov/ohrp/humansubjects/guidance/belmont.html).

VIII. Type of informed consent

Select all that apply. Please refer to the IRB website for a consent flow chart, a guide to the consent process, and example consent forms http://www.tufts.edu/central/research/IRB/InformedConsent.htm

A. Adult Informed Consent ☒ Yes ☐ No

If yes, select all that apply.

- ☒ Standard Written Consent - *Complete and submit your informed consent form(s)*
- ☐ Oral Consent - *Must submit verbal script and short form consent document*
- ☐ Waiver of Documentation - *Complete and submit the "Waiver of Documentation of Informed Consent" form along with consent form(s) and information sheet*

B. Minor Assent - *Minors ages 7-17 need to provide assent to participate in the study.* ☐ Yes ☒ No

If yes, select all that apply

- ☐ Standard Written Assent - *Complete and submit your minor assent form(s)*
- ☐ Oral Assent - *Must submit verbal script and short form assent document*
- ☐ Waiver of Documentation - *Complete and submit the "Waiver of Documentation of Informed Consent" form along with assent form and information sheet*

C. Parents or Legal Guardian Permission ☐ Yes ☒ No

If yes, select all that apply

- ☐ Written Parental Permission - *Complete and submit a parental/legal guardian permission form(s)*
- ☐ Oral Parental Permission - *Must submit verbal parental/legal guardian permission script and short form consent form.*
- ☐ Waiver of Documentation of Parental/Legal Guardian Permission - *Complete and submit the "Waiver of Documentation of Informed Consent" form along with the form(s) and information sheet*

D. Waiver or Alteration of Elements of the Informed Consent Process ☐ Yes ☒ No

If yes, complete and submit the "Request for Waiver or Alteration of Elements of Informed Consent" form along with consent form(s)

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E. Waiver of the Informed Consent Process ☐ Yes ☒ No

If yes, submit "Request for Waiver of the Informed Consent Process" form

F. Non-English Speaking Subjects ☐ Yes ☒ No

If no, proceed to question G. If yes, please submit consent form(s) in English and complete both questions below

please confirm the following, once the English consent forms have been approved:

☐ 1. I will submit copies of all translated materials in the following languages: _____

☐ 2. I will submit the required "Certification of Translation" for each language listed above.

G. I confirm that the consent form(s) contain all 8 elements of informed consent. All 8 elements must be included in the consent form(s) unless D or E above is requested. *Information on the 8 elements of informed consent can be found at: http://www.tufts.edu/central/research/IRB/ElementsInformedConsent.htm* ☒ Yes ☐ No

If no, D or E above must be selected. Please be sure complete and submit the "Request for Waiver or Alteration of Elements of Informed Consent" form along with consent form(s) or a "Request for Waiver of the Informed Consent Process" form

IX. Consent Process

If more than one type of consent is being requested, please describe the process for each type of consent

A. Explain when and where consent will take place?

Consent will take place in the student room of the De Ruiter laboratory, subjects will be informed verbally on entering the room and using mounted 'recording in progress' signs, that there is 'environmental recording' already in progress and that they are currently on camera. Subjects will then be given a written consent form and will be asked to read and sign consent for both the 'environmental' and 'laboratory' recordings, making it clear in the consent form that these are two different items that require informed consent.

B. Who will be responsible for obtaining initial and ongoing consent? *When this responsibility is delegated to someone other than the PI/Co-I, explain how the individual(s) will be trained to obtain informed consent for this research activity.*

Co-I Dr. Saul Albert and PhD Student Julia Mertens. Julia Mertens is a PhD student at Tufts in the De Ruiter Lab. Although she is experienced in working with human subjects and has CITI certification, she will also attend the PSY 32 methodology training courses, complete a Tufts CITI training, and will receive additional training in this study protocol by Dr. Saul Albert.

C. Please describe how the PI will ensure that individuals have adequate time to consider their participation in the study prior to formally providing consent?

As they first arrive, subjects will be given as much time as they require to sit and read the consent form in the student room before beginning the laboratory recording procedure. At the end of the recording, they will have a second opportunity to review both environmental and laboratory recordings if they wish, and may request the deletion of any or all of the material.

D. What steps will be taken to minimize the possibility of coercion and undue influence?

The written consent forms will stipulate that subjects are free to leave, stop the study, or request that the recording be halted and destroyed at any point during the study procedure. They will also have the opportunity to review the recordings after the session, and may request that either the whole or some parts of the recording be destroyed without penalty or loss of benefits.

E. If minors (ages 7-17) are participants, how will the assent process be conducted? How will the answers to questions #A – D differ for minors?

F. Is there any additional information regarding the consent procedure that has not been explained in detail above? ☒ Yes ☐ No

If yes, please describe: One small complication in the study protocol is that one part of the video conset has to be given after the subjects are already being recorded on the 'environmental' recording that begins as soon as they enter the laboratory. However, the consent materials will make it clear that recording is already in progress, explains the difference between 'environmental' and 'laboratory' recordings, and subjects will have time and will be reassured that they can discontinue the study at any time without penalty or loss of benefits. They will also have the opportunity to request that any or all of that material (both the 'environmental' recording and the 'laboratory' recording) be deleted once they are informed of it. Note that this is a single consent procedure, but that it seeks consent for the two slightly different video recordings described in this protocol.

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X. Does this research involve instrumentation? ☐ Yes ☒ No

If yes, please select all boxes that apply and attach copies of all instrumentation. All submitted materials need to include a minimum 1 inch margin on one side of the document for IRB stamping. Please do not staple documents.

☐ Surveys	☐ Questionnaires	☐ Photographs (presented to participants)	☐ Video (presented to participants) *Explain:*	☐ Audio (presented to participants) *Explain:*	☐ Other *Explain:*
☐ Interviews	☐ Observational Scales				

XI. Does this research involve online instrumentation? ☐ Yes ☒ No

If yes, please answer the following questions below.

A. Which online survey engine will be used to present the survey(s)?

B. Please provide the link(s) to the online survey(s).

C. Will participants be able to complete the entire survey if they abstain from answering certain questions? ☐ Yes ☐ No

D. Have you also provided a paper copy of the online survey(s)? ☐ Yes ☐ No

It is required to submit a paper copy of the online survey with the protocol submission.

XII. Does this research involve the recording of participants (audiotapes, videotapes, photographs, or other electronic media)? ☒ Yes ☐ No

☐ Photographs	☐ Audiotapes	☒ Videotapes	☐ Other Electronic Media	☐ My research does not involve recording of participants (proceed to section XII)

A. Please explain the purpose of recording participants. *(e.g. presentations, website content, coding of facial expressions)*

Recordings will be transcribed and used to createa a multimedia corpus of human interaction data. The recordings will be used to develop stimuli for psycholinguistic experiments, and for (qualitative) conversation analysis, as well as for coding and statistical analysis of interactional phenomena such as turn-taking, repair, topic management etc. The data from the corpus will be used for presentations and is intended to be placed in a publicly available CC-BY licensed repository for ongoing research.

B. Will the recordings be shown to anyone other than the research staff? ☒ Yes ☐ No

If yes, how will consent be obtained from research participants?

The research participants will be informed that their conversation is being recorded for the purposes of constructing a large-scale language corpus which is intended for ongoing use for open licensed (Creative Commons CC-BY) publication which will also be used for research into the fundamentals of human interaction. They will be informed in the initial study advert and in the consent procedures that the video and audio recordings of their conversationsis intended to be published, presented and distributed online and will be used by researchers in perpetuity.

C. How will confidentiality of electronic media be managed? *Describe how and where recordings will be stored and which identifiers will be included in any presentation of the recordings. This information should also be included in the consent form.*

The video data will be stored online in a publicly available data repository such as osf.io (for transcripts) and/or archive.org (for large video files). Video will also be stored at original quality at Tufts on our video drives in the Human Interaction Laboratory. Any confidential contact information (email addresses and phone numbers) will be stored separately on encrypted drives in the Human Interaction Lab and will not be stored alongside the video data or released wit hthe public video data.

XIII. Procedures

A. Describe the procedures that will take place in the study, which may include but not be limited to the following:

a. All interactions and interventions with subjects.
b. Where, when, and what data collection will take place.
c. The tasks to be completed by subjects. *If recording participants, describe the tasks being recorded.*
d. Provisions made for privacy during the conduct of the study.

Subjects will be emailed a link either individually or via a group mailing list or social media message for the purposes of recruitment (see attached recruitment advert) and will access recruitment procedure via the SONA system.

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Subjects will be invited to the Human Interaction Lab at 200 Boston Ave two at a time. On entering the lab, 'environmental' recording will start immediately, and subjects will receive a written consent procedure soliciting consent for both 'environmental recordings' that capture all natural interaction as soon as the participant enters the laboratory foyer and 'laboratory recordings' that consist of a spontaneous conversation between two participants once they are seated in the separate recording rooms. Subjects will then be given a short demographic data collection form to fill out (see attached form)

Subjects will wear ear-mounted microphones and headphones, and will then be seated in twin observation rooms at a table facing one another through a pane of acoustic glass. Subjects will be offered refreshments and will then have a spontaneous conversation with one another for one hour - or as long as they are both voluntarily willing to continue the conversation. They will be informed that they can leave at any time, and that they do not have to talk about anything in particular.

Following the recording, subjects will be given the opportunity to review the recordings together or separately, and will be able to request the deletion of any or all of the recording if they wish.

B. What is the duration of each participant's involvement in the study? Indicate all time frames, including initial and all follow-up procedures.

Subjects will spend approximately 1 hour in the laboratory including all initial and follow-up procedures.

C. Are you providing compensation to participants? ☐ Yes ☒ No

If yes, please explain what type of compensation are you providing and the reasoning for providing this compensation. Any compensation must be included in the consent form.

Subjects are receiving no direct compensation other than credit for participation from the SONA pool.

Please see payroll website for pertinent payment information: http://finance.tufts.edu/accpay/payments-to-study-participants-business-policy/

D. Could this research uncover any incriminating information (i.e. drug use, child abuse, etc.)? ☐ Yes ☒ No

If yes, please explain what possible incriminating information may be uncovered and the procedure for handling this information. This procedure should also be explained in the consent form(s). Additionally, a Certificate of Confidentiality may be required. Please contact the IRB Administrator for guidance.

XIV. Debriefing Statement

A. Does your research involve deception? *Deception means that the subject, at the time of the data collection, is not fully informed of the nature and purpose of the research in which s/he is involved so as to prevent potentially biased reporting of data/information.* ☐ Yes ☒ No

If yes, submit the "Request for Waiver or Alteration of Elements of Informed Consent" form (http://www.tufts.edu/central/research/IRB/Forms.htm) and attach the debriefing statement.

B. Will you be submitting a debriefing form? ☒ Yes ☐ No

XV. Confidentiality

A. What identifying information is being collected from participants and recorded? *(e.g. name, birth date, social security number, address, etc.)*

Name, age, email address, phone number, first language, profession and highest educational qualification.

B. Where will research data be stored (including identifying information, if applicable)? Who will have access to the data? *Data must be stored in a secure location.*

Identifying information (name, email, phone number) will be stored on encrypted hard drives in the De Ruiter laboratory separately from the video data. Only members of the De Ruiter laboratory will have access to contact details. Other information including video data and basic demographic information (age, first language, profession, educational qualifications etc.) will be stored with the video data and will be publicly available - given the full informed consent of the subject for these details to remain publicly associated with the video. If the subject withholds consent for this, demographic details will be left blank in the published data.

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C. Data Coding

1. Will identifiers be stored directly with data? ☐ Yes ☒ No

2. Will identifiers be stored separately from the data using a code or key to link the two? ☒ Yes ☐ No

If yes for <u>either</u> question 1 or 2, please describe the data coding process.

If the subject gives informed consent, their age, first language, profession and highest educational qualification details will be stored alongside the video data of their conversation. It is made clear to them in the consent form. A pseudonym will be assigned for each subject and none of their demographic details will be stored or released with the public video data. Instead, details for these pseudonymous subjects will be stored in a separate file on an encrypted drive in the De Ruiter laboratory using their pseudonym as a code to link their real name with their demographic details and video data.

All email address and phone numbers will be stored separately on an encrypted drive in the De Ruiter laboratory and will only be associated by pseudonym with the subject - but will only be accessible to members of the De Ruiter laboratory.

D. How long will raw data be kept and what are the plans for the destruction of raw data? *Federal regulations require that data be maintained for a minimum of 3 years.*

The raw data (video and publicly reased demographic data) is intended to be kept and made publicly available in perpetuity.

** For more information about our Human Subjects Research Record Retention Policy, please contact our office.*

XVI. Potential Risks

A. What are the potential risks to participants? *Be sure to address physical harm or pain as well as emotional, social, and financial risks.*

Subjects will be fully informed that their conversations will be made public, and since the research only focuses on the pragmatics and fundamentals of their talk, the specific subjcts they talk about will not address any potentially emotionally, socially or financially harmful topics, nor will the study solicit disclosures that might put subjects at any risk.

B. Discuss any risks to family, school, social group, or place of employment.

Subjects will be fully informed and aware that anything they say will be 'on the record', so will not be asked to disclose anything that might post risks to their family, school, social group or work life.

C. Does this research qualify as minimal risk or greater than minimal risk? *Minimal risk means that the probability and magnitude of harm or discomfort anticipated in the research are not greater than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests*

☒ Minimal risk ☐ Greater than minimal risk

D. Please provide justification for risk category selected in C above.

Since the research does not require subjects to disclose anything sensitive, and makes them fully aware that whatever they say will be permanently 'on the record', they will not be subjected to anything greater than a minimal risk.

E. Minimizing Potential Risks *Please discuss how any risks will be minimized*

The only potential risk is that subjects spontaneously discuss something they later realize is sensitive. To minimize this risk, subjects will have the opportunity to review their recordings and request that either parts or the whole recording be destroyed.

Note: All risks should be identified on the consent form(s).

XVII. Potential Benefits

A. What are the potential benefits to participants? *Compensation is not considered a benefit. Please state if there are no direct benefits to the participants.*

One key benefit is the opportunity to engage in a conversation with a friend over light refreshments.

B. What are the potential benefits to society?

There are many potnetial benfits to the development of a large scale, high quality corpus of everyday conversation. Few such resources exist, yet they are immensely useful for computational linguistics, psycholinguistics and conversation analytic research. Research in these areas advances innovation in speech systems, and many other areas of potential application.

C. Discuss how the benefits listed above outweigh the risks inherent in the research.

Risks are minimal given that subjects are free to discuss or avoid any topic, and are aware of the public and broadly available status of the recordings of their conversations. The benefits are potentially great given the dearth of similar research resources.

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Note: All benefits should be identified on the consent form(s).

XVIII. Conflict of Interest

A. Do you or will you, your spouse or dependent children, or any investigator participating in this study have, or anticipate having, any income from, or financial interest in, the sponsor of this research protocol or supporting organization (financial interest includes, but is not limited to, consulting, speaking, or other fees; honoraria; gifts; licensing revenues; or equity interests/stock options of an annual or fair market value of $10,000 or more)? *If yes, specify the nature and extent of involvement.*

☐ Yes ☒ No

B. Do you or will you, your spouse or dependent children, or any investigator participating in this study have, or anticipate having, any income from, or financial interest in, a company that owns or licenses the technology being studied (technology includes but is not limited to pharmaceuticals, procedures, or devices)? Income and financial interest is defined above. *If yes, specify the nature & extent of involvement.*

☐ Yes ☒ No

C. For funded projects, including but not limited to federal agencies, commercial entities, or foundations, do you have a current, up-to-date Conflict of Interest Disclosure on file with the Office of the Vice Provost for Research that describes this financial relationship?

☐ Yes ☐ No
☒ Not Applicable

XIX. Will you be accessing health records?

☐ Yes ☒ No

If yes, submit the "HIPAA Compliance" form (http://www.tufts.edu/central/research/IRB/Forms.htm). *Please send any agreements regarding the use of PHI (protected health information) to the IRB office.*

XX. Further Information

A. To your knowledge, has this research study been previously reviewed by any IRB? ☐ Yes ☒ No

If yes, which IRB reviewed the study? ..... *When was it reviewed?* .....

Protocol #: *What was the outcome?*

B. Please attach any additional relevant information that will be useful to the IRB committee when reviewing your protocol. *Thesis or dissertation proposals may be helpful for the committee.*

Tufts University Department of Psychology
Consent to participate in research study
Principal Investigator: JP De Ruiter

Contact details:
490 Boston Ave
Medford, MA 02155
Tel: XXXXX
Email: XXXXXXX

Study title: In Conversation Corpus

Purpose and duration: This study involves research on the fundamentals of human interaction: turn-taking, repair (error detection/correction), sequence organization, gaze, laughter, and other basic conversational phenomena. We will record you having a spontaneous conversation with another participant for approximately one hour. You may talk about anything you wish, but be aware that anything you do say will become part of the publicly available corpus.

Procedures: Your entire session is recorded as soon as you enter the laboratory – this is our 'environmental recording'. After undertaking this consent procedure, you will sit on one side of a glass screen wearing headphones and a head-microphone through which you can interact with another participant on the other side of the glass and talk about whatever you want to talk about with them – this is our 'laboratory recording'. Be aware that anything you say from the moment you enter the laboratory is captured on our environmental recording, but that you are under no obligation to give consent for us to use the environmental recording, nor to discuss anything sensitive that comes up during your laboratory recording. You may freely withdraw at any time or choose not to join the study at all without penalty or loss of benefits.

Risks and discomfort: There are no foreseeable risks or discomfort associated with this study. If you spontaneously talk about something that you would rather not be 'on the record', you may review the recording and request that parts of the whole is deleted after the recording session. However, please note that both parties will remember what was said after the conversation, and even though we ask you not to share what you talked about outside of this conversation, we cannot guarantee that you or your partner will not share what was talked about during this session.

Benefits: There are no direct benefits to you other than the enjoyment of a spontaneous conversation with hot drinks and light refreshments and the knowledge that your conversation is contributing to the sum of knowledge about talk and social interaction.

Confidentiality: The recordings will be published in an open-access audiovisual archive and will be made freely available for research and publication in perpetuity under a Creative Commons CC-BY license, which means they may be used and distributed for research and publication in perpetuity without further consent being sought. Please indicate clearly your preference for

your age/language/profession/education level information in the signature section below. Your private contact details (name, email address and phone number) will be stored separately from the video data on encrypted drives and will not be released or linked to the public video data. A pseudonym will be used in the published data, but you may be visually identifiable in the video. To respect one another's privacy please also refrain from sharing details of your conversation.

Compensation: You and your conversational partner will course credit through the SONA system, you will receive no other material benefit or compensation for your participation.

Request for more information: You may ask more questions about the study and the corpus project at any time. Please email the co-investigator XXXXXX or telephone xxx-xxx-xxxx with any questions or concerns about the study. Additionally, you may contact XXXX at the Office of the Institutional Review Board at XXX-XXX-XXXX.

Withdrawal of participation: Your participation is voluntary. Should you decide at any time before or during the study that you no longer wish to participate, you may withdraw your consent and discontinue without penalty or loss of benefit. If you wish to review your recording afterwards, you may request that some sections or the whole recording be deleted. However, please note that once the session is completed and the video data is in a public repository, it will no longer be possible to delete it and guarantee that it has not been copied and shared.

Signature: I confirm that I understand the purpose of the research and the study procedures. I understand that I may ask questions at any time and can withdraw my participation without prejudice. I have read this consent form. My signature below indicates my willingness to participate in this study.

Participant Signature Date

Printed name of Participant

Please circle your response:

I agree to be video-taped for research and publication: YES NO Initial_____
I allow my age/first language/profession and educational level data to be released alongside the video recordings: YES NO Initial_____

Researcher Signature Date

Printed name of Researcher

Tufts University Department of Psychology
Consent to participate in research study
Principal Investigator: JP De Ruiter

Contact details:
490 Boston Ave
Medford, MA 02155
Tel: XXX
Email: XXXX

In Conversation Corpus Debriefing form

Thank you for participating in this corpus recording project. The 'In Conversation Corpus' will be published as an open access research resource, and will constitute a significant contribution to the study of everyday interaction. Your conversation will be transcribed by conversation analysts, and then added to this open access resource for ongoing research and publication.

If you have given consent for it, your demographic information (age, profession, highest educational qualification) will be published alongside your video data. If you have withheld consent for this, blank demographic information will be published alongside your video. You will be assigned a pseudonym and your name and private contact details will not be stored or released alongside the video data. Please note: you may be visually identifiable from the video. You may request to review your recording and may request that any or all parts of it be deleted.

We hope you have had an enjoyable conversation today. If you have further questions or concerns about this research and its goals, please leave your contact details with the researcher. You may also contact the principal investigator JP de Ruiter (XXXXXXX@XXX). If you feel that your rights have been violated in any way, you may contact the Tufts IRB coordinator, XXXXXXX.

Keywords: everyday conversation, corpus recordings, language, social interaction

Researchers: Saul Albert, Julia Mertens, JP de Ruiter

Tufts University Department of Psychology
Consent to participate in research study
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Contact details:
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Demographic and contact details

For the purposes of this study, we request a small amount of basic demographic information that will (with your consent) be used alongside your video data. If you do not wish to release any – or all – this information alongside your video data, please mark that option 'no' on your consent form. Your contact details will always remain. We are only collecting these so that we can contact you in the unlikely case that there are any follow-up issues arising from this study.

Demographic data

Age

First language

Profession

Highest educational qualification

Contact details (these will remain private – we will only use them to contact you if needed)

Name

Email address

Phone number

Tufts University Department of Psychology
Invitation to participate in a research study
Principal Investigator: JP De Ruiter

Contact details:
490 Boston Ave
Medford, MA 02155
Tel: XXXX
Email: XXXXX

Study title: 'In Conversation' Corpus

We invite you to come and have a conversation with a friend or colleague in our laboratory. You can talk about whatever you want to for an hour. We will offer you light refreshments during your conversation. Your conversation will become part of an open access, publicly licensed (CC-BY) corpus for publication and research on language and social interaction.

Following recording, your conversation will be published online, but you will be able to review it and make sure you are happy for whatever you have talked about to remain 'on the record'. As we are asking you to invite a second participant to join you in conversation, please make sure that when you invite that person, they feel under no undue obligation to participate. Note also that both of you may withdraw from the study at any time, and may review the recording to make sure you are happy for part or all of it to become part of the publicly available corpus.