Note: This document is intended to be used as a template and must be updated to be specific to your research project. Instructional text is presented inblue emphasis font. Please delete any instructional text and any information that is not applicable to your research project prior to REB submission. See also [TCPS 2, Ch. 3: The Consent Process](https://ethics.gc.ca/eng/tcps2-eptc2_2018_chapter3-chapitre3.html#7b) for applicable guidance.

# Debriefing Form

Title of Research Project

*aka*, Title of Research Project included in recruitment and consent (if different)

Principal Investigator: Insert name and Laurier affiliation

Co-Investigator(s), and faculty advisor(s)/supervisor(s): Insert name(s) and Laurier affiliation(s)

Client or sponsor (if applicable):Insert client(s) and/or sponsor(s)

Thank you for your participation in this study. We hope that you found your experience informative and enjoyable. At the beginning of the study, we told you that more information about our research would be provided to you at the end of the session. Please take the time to read the information in this form to find out more about our goals and objectives.

## Information

This study involved deception and/or partial disclosure. If applicable:

* Deception: Deception means that we provided you with information that was not true.
* Partial Disclosure: Partial disclosure means that we withheld certain details about our research at the beginning of our study.

Explain why participants were temporarily led to believe that the research, or some aspect of it, had a different purpose, or why participants received less than full disclosure. If applicable:

* Describe the purpose of the study and what your predictions are.
* Re-iterate study procedures and describe any other relevant information about the study. For example, if participants were randomly assigned to experimental conditions, describe the conditions.
* Clarify which information was “true,” “false” or “incomplete.”

Insert details about the importance of the research and explain why these research procedures were necessary to obtain scientifically valid findings. For example:

* Deception and/or partial disclosureare often used in social science research to prevent against demand characteristics. In other words, knowledge of certain information may lead participants to modify their behaviour intentionally or unintentionally, rather than act naturally within the research setting.

Address any potential concerns that may be raised by participants. When debriefing, researchers should be alert and sensitive to participants' needs, feelings, reactions, and concerns. For example:

* We apologize if the deception and/or partial disclosurein this study upset you; however, we hope that you understand why it was necessary.
* Restate the risks described in the consent form and the steps you are taking to mitigate these risks. If applicable, include a list of relevant resources/support services that participants can contact if needed, such as the contact numbers for the Waterloo and Brantford Laurier Wellness Centres.
* Restate the steps that will be taken to maintain the confidentiality and/or anonymity of the data.

## Consent

Insert details on post-debriefing option to withdraw data. If applicable:

* As outlined in the consent you may withdraw from the study at any time without penalty. If you choose to withdraw from the study, you can request to have your data removed/destroyed by insert process for requesting data removal/destruction until insert date. OR
* Due to the anonymity of the data if you withdraw from the study, it is not possible to have your data removed/destroyed.

Online Studies (option to include consent checkbox directly in the debriefing form):

Would you like us to use your data in our analyses?Yes  No

## Contact

If you have questions at any time about the study or the procedures or experience adverse effects as a result of participating in this study you may contact the researcher, insert name, at [\_\_\_@wlu.ca/\_\_\_@mylaurier.ca](mailto:___@wlu.ca/___@mylaurier.ca) or 519-884-0710 x \_\_\_\_.

This project has been reviewed and approved by the University Research Ethics Board (REB# insert REB project number). If you have any questions for the board, please contact +1 548 889 3518 or [REBChair@wlu.ca](mailto:REBChair@wlu.ca).

Thank you again for participating in our study. We recommend that you print or save a copy of this form for your records.