Information on Full Proposals to the Ethics Committee of the Department of Psychology of the Philipps University of Marburg (German version: 26.5.2010; English version: 31.10.2022)

Full proposals should provide information on the following points.

1. Person responsible for the study and study title

2. Funding (research sponsor)

3. Aim of the project, research question and expected knowledge gain

4. Type and number of participants as well as criteria for their selection

- Characterization of the sample of participants, including age information
- How are participants recruited (e.g., through advertisements, random selection from lists)?
- Is participation remunerated? Are participants promised other benefits?
- Is voluntary participation assured?

5. All steps of the study procedure

6. Burdens and risks for participants, including possible consequential effects and precautions to avert negative effects.

- Are research participants subjected to special physical stress (e.g. by taking blood, saliva, by administering medication or placebo, by invasive or non-invasive measurements)?
- Are research participants particularly stressed psychologically (e.g. by duration of activity, aversive stimuli, negative experiences)?
- Justification of possible impairment or endangerment of research participants
- Are precautions taken to avoid or eliminate possible negative effects for the participants?
- Do participants disclose personal and, if applicable, confidential experiences or attitudes?
- Are research participants informed completely and in detail from the beginning about the objectives, duration and procedure of the study? If this is not the case: Is a precise description and justification given for withholding information or using false information, even if the incomplete or false information is provided in the course of the study (e.g. manipulated feedback on participants' performance).
- If feedback of findings (e.g., diagnoses) to participants is envisioned, is consent obtained from participants for this prior to study initiation? If such feedback of findings is provided, are offers made to support the participants?

7. Regulations for the written and, if necessary, also verbal information of the participants about the study procedure and for their written consent to participate in the study

- Are the participants informed in detail about the aims and procedures of the study, as well as a) about the scientific importance of the study, which justifies the effort, b) about the duration of the study, c) about burdens and risks due to specific study procedures, d) about remuneration and other promises to the participants, e) about the possibility to withdraw from participation at any time without consequences, and f) about the responsible study director? g) Is the dean or associate dean named as contact person for extraordinary incidents?

8. Options for participants to decline or withdraw from participation

9. In the case of minors and participants with limited decision-making capacity (e.g., children, legally incompetent): Arrangements for consent to participation in the study by custodians and guardians.

10. Insurance coverage provided, if applicable

11. Declaration of readiness

- Does the declaration of readiness clearly refer to the participant information?
- Does it list any data protection measures envisaged?
- Does it confirm the voluntary nature of participation in the study?
- Does it mention the right to revoke the declaration of willingness?
- Is it sufficiently comprehensible?

12. Data collection (especially for sound and video recordings and for computer logs) and data storage under the aspect of data anonymization/pseudonymization.

- Which personal data are collected?
- Are video or audio recordings or other behavioral registrations provided? - In what form is the anonymization of collected data ensured? - When will the stored data be deleted?
- Can participants request deletion of their data at any time?
- What precautions are taken to protect data, especially personal data, against access by third parties?

13. Do participants receive feedback on study results?

14. Information on whether and where an application has already been submitted to another ethics committee, and submission of any existing opinions from ethics committees concerned.

The informed consent text for participants must be included in every ethics application; if legal representatives (e.g. parents) must also give their consent, an additional consent for them must be included. A statement in which the participants (or their legal representatives) declare their willingness to participate in the study should also be submitted in every case.