



FANDANGO DELIVERABLE

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ABBREVIATIONS

ABBREVIATION	DESCRIPTION
H2020	Horizon 2020
EC	European Commission
WP	Work Package
EU	European Union

EXECUTIVE SUMMARY

This document details:

- The procedures and criteria that will be used to identify and recruit research participants.
- The informed consent procedures for the participation of humans.

1. PROCEDURES AND CRITERIA TO IDENTIFY AND RECRUIT RESEARCH PARTICIPANTS

The FANDANGO platform will cater for the needs of professional journalists facing potential fake news, and having to assess their trustworthiness in a short time period.

This is the reason why professional journalists from ANSA, CIVIO and RVT (that is, all partners whose core business is in news and media) will test and evaluate thoroughly the FANDANGO platform, resulting from the project, in the four foreseen test scenarios.

However, it is possible that FANDANGO project partners may decide to invite external test users to evaluate the FANDANGO platform.

Such users may be either other professional journalists belonging to other news organisations or non-professional people.

A test performed form non-professionals would be mainly useful to evaluate the potential for future research projects in the realm of citizen awareness versus the news.

In all three cases (professional journalists working for a FANDANGO, professional journalists working for other news organisation, or non-professionals) procedures and criteria to identify and recruit research participants will be put in place to ensure a balanced and non-discriminative participation in terms of gender, age, level of digital literacy, country of origin and race among research participants.

In all cases issues concerning the use of personal data may arise both in the profiling of individual testers (what types of news are they most interested in, how many news they are interested in evaluating in a given period of time, etc.) and in the knowledge and subsequent use of information that the FANDANGO platform will produce. These issues will be specifically dealt with in D9.2.

2. INFORMED CONSENT PROCEDURES FOR THE PARTICIPATION OF HUMAN RESEARCH PARTICIPANTS

All test users will be informed about what user data will be collected in FANDANGO tests (more details in the following section 2.1) and will be required to sign an explicit consent form, according to the appropriate template (participation to Pilot Evaluations and/or Focus Groups).

Templates in English – that will need to be translated in native respective local languages, if necessary - for all these consent forms are specified in the following chapters 3, 4 and 5.

In addition to signing these templates, all human research participants will be informed of the following circumstances:

- 1) For organisational purposes a minimum set of personal data will be stored and managed for a limited time period. FANDANGO partners involved in evaluation activities will in fact have to store contact data (i.e. name, address, age, gender, email address) for the following purposes: communication during the organisation of evaluations, follow-up questions for analysis of test data, for rewards, i.e. to prove that a specific test participant has received incentives. Contact data will be stored in such a way that that only one responsible person at each evaluation partner's offices will have access, and will be deleted as soon as no longer necessary.
- 2) During interviews or hands-on experiences, written notes will be taken. These may include user data such as age, gender or computer literacy, if such details are relevant for the evaluation of research questions. Names, addresses or other data which could be used for personal identification will not be documented in these notes.
- 3) To support the evaluation partner's team, interviews or live tests may be recorded in audio or audio plus video. Such recording will require separate explicit consent of the participant.
- 4) User tests will most likely pertain to individual journalist settings and professional fields of specific interest. Such information will be pseudonymized and disconnected from personal data. Technical partners in FANDANGO will have access to the pseudonymized data only. Such data will be stored and maintained for the duration of the project and will be deleted after project's completion.
- 5) Test users will be able to request the deletion of their own data, including test results. They will be also informed that they are free to view any of their data stored as part of the process and that they may request such data to be rectified at any time.

3. DATA PRIVACY AND LEGAL INFORMATION FOR END-USERS

DATA PRIVACY AND LEGAL INFORMATION [TEMPLATE]

INFORMATION ABOUT DATA PRIVACY IN THE FANDANGO EVALUATION

The protection of personal data collected by [partner name] is an important concern for [partner name]. This document provides information about which data the FANDANGO system gathers during use, the purpose of this gathering of data, and how this data is then used and disposed of.

GATHERING AND PROCESSING OF DATA

Some data is recorded for reasons of data security, in order to ensure the stability and operational safety of our systems and to protect against possible manipulation of the applications.

Recorded data is used only for [partner name]'s internal purposes.

When you use the FANDANGO system, the following information will be logged in the system: name of the accessed resources, date and time of access, amount of data transferred, report on the successful completion of access, web browser type and IP address of the device used. This data will be deleted automatically after seven days.

USE OF COOKIES

A so-called *cookie* is a small file sent by a web server to your browser, with every access to a new site. When using the FANDANGO system, a cookie will be transmitted only after the successful input personal credentials. If you log out after your use of the service, the cookie will be deleted. If there is no log-out, the cookie will last for one day. The FANDANGO cookie will store log-in details and recent news views only for user convenience. No evaluation of the cookie will take place on FANDANGO servers, nor will be they copied there.

INFORMATION RIGHT

The FANDANGO system is operated by [partner name] in [city/country].

Represented by [CEO/DIRECTOR/etc.]

VAT No. [Tax ID]

[Street and number], [ZIP Code and Town]

E-Mail: [name]@[domain].[suffix], Phone: [Phone number]

If you have questions regarding the processing of your personal data or about the data protection of the [partner name], please contact the data protection representative of the [partner name]. You find contact information for the data protection representative at: [http://\[URL\]](http://[URL]).

4. CONSENT FORM FOR PARTICIPATION IN PILOT EVALUATION

TEMPLATE OF CONSENT FORM FOR PARTICIPATION IN [NAME OF THE PILOT]

I hereby confirm my participation in “[Name of the Pilot]” pilot testing to be held in the context of the FANDANGO project.

I have been informed by the head of research about the purpose of FANDANGO and of the “[Name Test Pilot]” pilot testing. I have been informed about the nature and scope of the data which will be recorded and stored and about the purpose for which it may be used.

I understand that my responses will be documented (via audio & video recordings, photographs, written reports) and will be stored until [Date of deletion; usually within 6 months]. I understand that I can request rectification or deletion of this data before this date.

My participation in the “[Name Test Pilot]” pilot testing is voluntary and I understand that I can end my participation at any time. I understand that I do not have to give reasons for ending my participation if I do not want to.

Tick if you agree:

- I have read the consent form and I agree to voluntary participation.
- I allow the use of resulting audio, video recordings and photographs in public presentations and publications.

Date and Place: _____

Name: _____

Signature: _____

Researcher Name/s: _____

5. CONSENT FORM FOR PARTICIPATION IN FOCUS GROUP

REGULATION FOR PERSONAL DATA PROCESSING [TEMPLATE]

In accordance with the law 13 of D. Lgs. 30 June 2003 n.196, Code in the field of protection of the personal data (following the “Code”), I have been informed that the provided data will be used for the collection of requirements or feedback for the FANDANGO system that received funding by the program of research and innovation Horizon 2020 of the European Union.

These data will not be publicized or communicated to other people except for project partners and for scientific purposes.

I therefore:

- Agree to processing of my personal data in accordance with the law D.L. 196/2003.
- Authorise the researcher for realizing and using only audio recording for supporting the different proposals and opinions declared during the focus group about FANDANGO.

OR

- Authorise the researcher for realizing and using audio and video recording for supporting the different proposals and opinions declared during the focus group about FANDANGO.