



# **LIFE**

*Listen. Innovate. Field-test. Evaluate.*

***Agile Cocreation  
Example Consent form***

The LIFE methodology has been developed during the ACCRA project by the ACCRA consortium. Please refer to the project's website, [www.accra-project.org](http://www.accra-project.org), if you use any of the materials.



(Insert Logos)

Date

Subject

Invitation for the (insert project name) project

Dear Sir/Madam,

(Insert Care home name) and (Insert University Name) are conducting an international research project to support older adults with their (Insert use case) issues. This project aims to achieve this goal by developing supportive robots. The project name is (Insert project name).

You received this letter, because we are looking for participants for the project. According to (Insert Care home name) you are part of the target group for whom we are developing the robots for. Hopefully you are interested to participate in the research project! In the brochure you can read more about the project.

We would like to invite you to participate in **phase 2** of the project. The second phase' aim is to develop robotics solutions in close collaboration with older adults and caregivers, with regards to their (describe use case) and what their needs are due to the problems. Your experiences will help us develop a robot that can benefit older adults in Europe.

### **Participation in the codesign groups and tests**

If you decide to participate in phase 2 of the study, you will participate to a small group (called codesign) consisting of older adults, caregivers and robotics professionals. You will be asked to give your opinion about a robot dedicated to

help older adults with the (describe use case). There will be (insert number) group sessions during the course of (insert duration) months. Each group will take approximately 2,5 hours and it takes place at (Insert location). During the codesign sessions, you will be asked whether the robot could help with (describe use case). Do you think that the robot will be able to help you to solve the problems or not? After you have tried the robot, you will be asked: what do you like or is useful in this robot? What do you dislike or is useless? What should the robot do to please you and be more useful? Some of the features will also be tested during the codesign sessions or at other moment. You might be asked to volunteer as a tester.

## Consent

With the attached consent form you can answer whether you would like to participate in the research. If you would like to participate, please fill in the consent form, sign it and sent it to us (return envelope included, post stamp not required) or hand it over to (Insert Person name).

Participation is voluntary. If you decide not to participate, then you do not have to do anything. Not participating will have no consequences for the services you are currently receiving.

A researcher from (Insert University Name) will contact you as soon as possible to set up an appointment with you for the interview if you decide to participate.

Your privacy will be safeguarded. The data we receive from you will be processed anonymously. It will be used for our project and for future research purposes by us or other researchers. We hope that you are willing to participate in the project. If you have some questions left, feel free to contact (Insert Person name) from (Insert Organisation Name), (Insert Phone number)

Yours faithfully,

(Insert Contact details and Organisation Logos)

(Insert Logos)

**Consent Form**  
**(Insert project name) project**

I hereby give my consent to participate in phase 2 of the international (insert project name) research project. With this consent form I give my consent to allow the researchers from (Insert Organisation Name Country) and the (insert project name) research team to confidentially use my data collected during the research. The data comes from my participation in codesign groups and tests with regards to my (needs), the care that I receive and my thoughts about robots. I also give consent that this anonymised data is used for future research.

I read the informational letter and brochure. It is clear to me what kind of project I am participating in. I do not have questions. I had sufficient time to decide on my participation. I understand that participation is voluntary. I know that I can withdraw from the project at any moment. I know that the interview will be recorded.

I agree to participate (tick the box that is applicable)

- Yes
- No

Name: .....

Address: .....

Place of Residence: .....

Phone number: .....

E-mail address: .....

Date: .....

Signature: .....