



College of Social
Sciences

Participant Information Sheet

Project title: Vocational education teaching professionals learning from each other's knowledge.

Researcher: Maarten Matheus van Houten

Dear teacher,

You are being invited to take part in a research study. This research study is carried out as part of my doctoral studies ('promotietraject', in Dutch) at the University of Glasgow. Before you decide to participate or not it is important for you to understand why the research is being done and what it will involve. Please take some time to read the following information carefully and discuss it with others if you wish to do so. Ask me and/or us if there is anything that is not clear or if you would like more information. Take your time to decide whether or not you wish to take part.

Thank you for reading this.

This research project focuses on the learning of professionals within secondary vocational education in Amsterdam, with a focus on the sharing of knowledge. The exchange of knowledge in education is important for the continuation within teams and schools, for professionalisation of professionals, and hence for the quality of the organisation and its employees. As a participant, you might benefit from your contribution to this research project because it offers you a chance to reflect on your performance and interaction with colleagues. This could provide you with new insights concerning, for example, your communication or functioning within the team or during

class. Insight into mechanisms and practices of knowledge sharing might improve daily practice as well as long-term quality of teaching.

Participation is completely voluntary and entails either one interview of approximately one hour (with approximately 10 individual interviews in total for the project), and/or participation in a focus group that will take approximately one hour and involves about five participants. Of course, if the situation asks for it, we will take a bit more time to make sure there is time to tell whatever you would like to share. These conversations will take place at the ROC van Amsterdam's College West, or alternatively if you wish so, at a public location of your choice. In the case of focus groups, we will find a location that can count on the approval of all participants involved. When approved, the conversations will be audio-taped, only to enable the researcher to carry out a proper analysis.

This project focuses on human relationships and human functioning. It might make you think about feelings towards others, or about how individuals you know act and are. Or you might consider what others would say about you. Because of this, you might experience an emotional effect during or after the interviews. To support you and your position, participation will be anonymous. Also, mentioning or discussing other individuals could be limited, or even avoided if appropriate. Furthermore, this research focuses on your own experience, thoughts and behaviour regarding interpersonal learning, not on personal functioning. It will not be used to assess you or others, or to judge on your or others' functioning.

As a researcher, I will do my utmost to guarantee confidentiality. Please note that confidentiality may not be guaranteed; due to the limited size of the participant sample. To foster confidentiality, signed consent forms, and data collected will be stored on my computer as a password-protected files. After transcription, the interview data will be analysed. The raw data will not appear in a report or publication, unless you approve quotes to be used. Raw data will not be shared or re-used either. The results stemming from the analysis of the raw data will be used in the dissertation that this research project is subject to. This dissertation will be public. Please note that withdrawal is possible at all times: before, during, and after the interview. If you decide to withdraw, your data will be deleted. Please note, too, that if you participate in a focus group, *your* contributed raw data (that is: your contribution to the conversation) will not be used in the project, but that *other* data

(other people's contributions to the focus group conversations) will still be used for this research project.

This project has been considered and approved by the College Research Ethics Committee of the University of Glasgow. For more information about this project or me as a researcher, please do not hesitate to contact me via m.van-houten.1@research.gla.ac.uk. You are also completely free to contact my supervisor, Dr. Mark Murphy, via Mark.murphy@gla.ac.uk. For more information about the ethical procedures, or to file a complaint, please contact the College of Social Sciences Ethics Officer, Dr. Muir Houston, via email, Muir.Houston@glasgow.ac.uk.

Best wishes,

Maarten M. van Houten

PGR student at the University of Glasgow