

Handout 25: Sample Informed Consent Form

Session: *The Pre-Interview Meeting*

Introduction:

My class/workshop at NAME (of institution / school / organization) aims to gather stories from the everyday life of people who lived through the Lebanese Civil War from 1975 to 1990. In these interviews, narrators are asked to talk about their personal, first-hand experiences and recollections of the war. Collectively, the interviews will present a multi-vocal, multi-perspective narrative of the war to help participants understand its various perspectives and its impact on those who have experienced it. The class project team will use excerpts from these recordings in future class projects that may include exhibitions, websites, documentaries, creative drama, and other types of public dissemination platforms. The recordings will be stored in the school library which will form the foundation for a living library of the Lebanese Civil War which will be invaluable to students and teachers.

Confidentiality of the Collected Data:

All information collected during the interviews will be handled to respect the interviewees' privacy. All information will be strictly used following the permissions given below in this consent form.

Recruitment of Participants:

Participants to be interviewed will be recruited in two stages. The first to be recruited are those who are already known to the team, and then, to include other participants, we will seek advice from persons who know other eligible narrators, ensuring the social and economic diversity of the participants to reflect the diversity of experiences during the Lebanese Civil War.

Procedures:

Each interview will take approximately 60-90 minutes. During the interview, you will be asked questions about the Lebanese Civil War. The interview will be digitally recorded. The interviewer may also request to photograph you. They will also ask if you would like to share photographs taken during the war to be scanned for use in any future websites, publications, or public exhibitions.

Voluntary Participation:

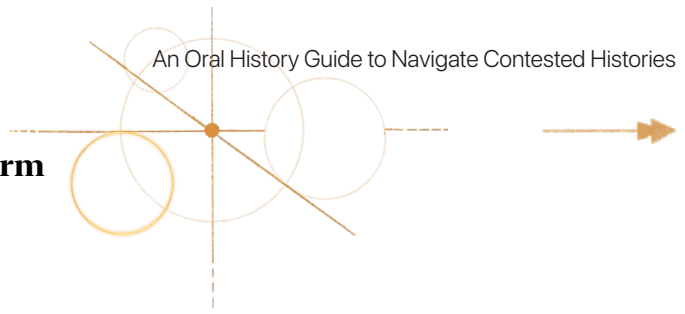
Your participation in the interview is voluntary. You may choose not to answer specific questions or discuss certain subjects during the interview. You may stop the interview at any time. If you decide to withdraw from the project altogether, any recordings made will be given to you or destroyed.

Specific Consents:

I agree to be interviewed for the (name of team/NGO/school) project.

Yes _____ No _____





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I agree to be digitally recorded.

Yes _____ No _____

I agree to be photographed / videographed.

Yes _____ No _____

I agree that my name may be used on websites, print publications, public exhibitions, and be attached to the digital files.

Yes _____ No _____

If No, then what pseudonym would you like us to use: _____

I agree that photographs taken during the interview or photographs I have provided may be used on websites, print publications, public exhibitions, and be attached to the digital files.

Yes _____ No _____

I agree that the interview digital files, transcripts, and photographs may be used for the class project website, print publications, public exhibitions, creative drama productions, or video documentary, and will be archived for future research.

Yes _____ No _____

I agree that the interview digital files, transcripts, and photographs will become part of the archival collection of (XXX). Consent to this can be withdrawn at any point.

Yes _____ No _____

Signature of narrator: _____

Signature of interviewer: _____

Date, time, and place: _____

List any restrictions placed on the interview: _____

