

CEFR Replication Project: Participant information sheet

I am a PhD student in the Department of Linguistics and English Language at Lancaster University and I would like to invite you to take part in a research study related to the Common European Framework of Reference for Languages (CEFR). Please take time to read the following information carefully before you decide whether you wish to take part.

What is the study about?

This study aims to investigate the validity of some of the CEFR descriptors by getting experienced teachers, such as you, to use them to assess the proficiency of English language learners.

Why have I been invited?

I have approached you because I am interested in understanding how experienced teachers rate their students' English language proficiency. I would be very grateful if you would agree to take part in this study.

What will I be asked to do if I take part?

If you decide to take part, this is what you will be asked to do.

1. Complete a short questionnaire about yourself: your teaching experience, the institution where you work and the levels of classes that you are teaching at the moment (Survey 1)
2. Choose **two** students whom you know very well, in two *different*-level classes. It doesn't matter how high or low these students are in their class. The most important thing is that you should have a very good idea of their ability.
3. For each of your two chosen students complete an online survey (Surveys 2 and 3). This will ask you to assess the student's English language ability in relation to about 40 "Can do" statements. I will send you links to the survey when I know what level classes your students are in.
4. Complete another online survey (Survey 4). This time you will be asked to assess a number of examples of written work that have been completed by other students.

What are the possible benefits from taking part?

Taking part in this study will give you practice in assessing your students' proficiency in terms of what they can actually do in English, rather than relying on formal tests. In addition, you will receive an electronic Amazon gift voucher worth approximately £15 as a compensation for your time and expertise. This will be sent to you by email once you have completed all the tasks involved: Surveys 1, 2 & 3 (for 2 students) and Survey 4 (samples of written work).

Do I have to take part?

No. It's completely up to you to decide whether or not you take part.

What if I change my mind?

You are free to withdraw at any time during your participation in the study and up to four weeks afterwards. If you withdraw within this period I will extract any data you contributed and destroy it. Data means the information, views, ideas, etc. that you and other participants will have shared with me. After this time it will not be possible to remove your data from the study, but your data will remain anonymous (see below). Please note that if you decide to

withdraw before you have completed all the tasks as outlined above you will not receive a gift voucher.

Will my data be identifiable?

Only I, the researcher conducting this study, will have access to the personal data you share with me. I will keep all personal information about you (e.g. your name and other information about you that can identify you), and your students, confidential; that is I will not share it with others. I will anonymise any information that you contribute. This means that I will remove any personal information.

How will my data be stored?

Your data will be stored in encrypted files (that is no-one other than I, the researcher will be able to access them) and on password-protected computers. I will keep data that can identify you separately from non-personal information (e.g. your responses to online surveys).

In accordance with University guidelines, I will keep the data securely for a minimum of ten years.

How will we use the information you have shared with us and what will happen to the results of the research study?

I will use the data you have shared for academic purposes only. I will report the findings of my study in my PhD thesis and, possibly, in journal articles. I may also present the results of my study at academic conferences.

Who has reviewed the project?

This study has been reviewed and approved by the Faculty of Arts and Social Sciences and Lancaster Management School's Research Ethics Committee.

What if I have a question or concern?

If you have any queries or if you are unhappy with anything that happens concerning your participation in the study, please contact myself:

Glyn Jones

g.jones5@lancaster.ac.uk

tel +44 (0)7720 708676

or my supervisor:

Dr Luke Harding

l.harding@lancaster.ac.uk

tel:: +44 (0)1524 593034

If you have any concerns or complaints that you wish to discuss with a person who is not directly involved in the research, you can also contact the Head of Department (Linguistics and English Language):

Professor Uta Papen

u.papen@lancaster.ac.uk

+44 (0)1524 594176

Postal address for all the above contacts:

Department of Linguistics and English Language

County South, Lancaster University

LA1 4YL

United Kingdom

Thank you for considering your participation in this project.

Glyn Jones

October 2018