



Participant Information Sheet for stakeholders

Project Title: **National Career Development Learning Hub for students with disability**

1. What is the project about?

The aim of this project is to establish the first dedicated national Career Development Learning (CDL) Hub for students with disability. The CDL Hub will create an accessible range of freely available resources and practical examples of programs that address CDL for students with disability across the student lifecycle.

2. Who is doing the research?

The project is being conducted by a team of researchers from Curtin University led by Professor Sarah O'Shea in partnership with researchers from University of Wollongong, La Trobe University, and University of Tasmania.

3. Why have I been invited to participate?

You have been invited to participate because you are:

- Someone who works in disability and/or careers support, policy or planning

Your participation is voluntary, and your choice to take part or not take part, will not affect your relationship with any of the universities involved.

4. What will I be asked to do?

You will be asked to participate in either a one-on-one interview or a focus-group via WebEx or phone. The interview will take approximately 45-60 minutes and will be conducted with a member of the research team.

The interviews will be audio-recorded, and the audio recording transcribed by a transcriber. Once the interview has been transcribed, you will be offered the opportunity to review the transcript to make any appropriate amendments. This review opportunity will take place during the two-week period after the audio recording has been transcribed. After that time, analysis of the transcript will commence. Your name and any identifying features (locations, names of place/people) will be replaced with pseudonyms, so that you are in no way identifiable.

5. Are there any possible benefits from participation in this study?

This study will advance our knowledge about approaches to supporting students with disability in achieving their educational and career aspirations and goals. In this way, we envisage that future students will benefit from your participation in this research.



6. Are there any possible risks from participation in this study?

No, we don't expect that there are any risks in you participating in this study. However, if answering any of the questions causes you any discomfort, you are encouraged to contact your university's counselling services or Lifeline. Lifeline is a non-profit organisation that provides free, 24-hour Telephone Crisis Support service in Australia. [Phone: 131 114 or online: <https://www.lifeline.org.au/>]

7. What if I change my mind during or after the study?

If you change your mind and decide you don't want to participate in the interview, you do not have to give a reason why - you can simply choose not to participate. If, after the interview, you decide that you don't want your transcription included in the project, please let a member of the research team know and it will be removed. This would need to happen prior to the commencement of the transcript being analysed (see point 4).

8. What will happen to the data when this study is over?

The information collected as part of this project will be stored on a Curtin University server, which is password-protected and only accessible to the research team. The data from the survey might be used by the CI (and/or colleagues as permitted by the CI) in future research that has a similar focus.

9. How will the results of the study be published?

All data in this study will be anonymous and used primarily to provide a report to the National Careers Institute (NCI). Data may be published in journal articles and other scholarly publications; we may also use the de-identified data in presentations for higher education stakeholders.

10. What if I have questions about this study?

If you have any queries, concerns or issues with this study, please feel free to contact any of the research team, for example, Chief Investigator, Professor Sarah O'Shea (sarah.oshea@curtin.edu.au) or Project Manager Olivia Groves (olivia.groves@curtin.edu.au).

Curtin University Human Research Ethics Committee (HREC) has approved this study (HRE2021-0219). Should you wish to discuss the study with someone not directly involved, in particular, any matters concerning the conduct of the study or your rights as a participant, or you wish to make a confidential complaint, you may contact the Ethics Officer on (08) 9266 9223 or the Manager, Research Integrity on (08) 9266 7093 or email hrec@curtin.edu.au.

11. How can I agree to be involved?

You can agree to be involved in the interview by reading the Consent form and consenting verbally on record, at the beginning of the interview.



12. Full research team contact details

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