



Scottish Council on Archives  
Room 18, HM General  
Register House  
2 Princes Street, Edinburgh  
EH1 3YY

## **PARTICIPANT INFORMATION SHEET**

### *The Project*

You have been selected to participate in the project titled VOICES: The Hebridean Story which focuses on the stories and experiences of people who lived through the Covid19 pandemic in the Hebrides of Scotland. The Scottish Council on Archives hope to start with the Hebrides for this study and hopefully expand the research to other areas of Scotland in order to capture the experience of people throughout the country during such an unusual time in history. This study will focus on the individual stories of the participants from March 2020 until the present day (July 2021). This information sheet has been created in order to ensure you as a participant are aware of the purpose of the project as well as detailed information regarding how your data will be used and stored and the logistics of the interview. Following your interview, you will be given two documents to sign: a participation agreement form and a recording consent form which confirms that we have your permission to publicly publish your audio interview within the parameters that are outlined below. This information will also be available on the consent forms previously mentioned. If you have any questions, please email: [a.wilson@scottisharchives.org.uk](mailto:a.wilson@scottisharchives.org.uk) or [t.webb@scottisharchives.org.uk](mailto:t.webb@scottisharchives.org.uk)

### *Who will be conducting the research?*

The research will primarily be undertaken by the Scottish Council on Archives summer intern who will receive training from both the National Library of Scotland's *Scotland's Sounds* and from *Our Story Scotland*.

### *Purpose of Research*

The purpose of this project is to record the stories and experiences of those living in the Hebridean Islands during the Covid19 pandemic. It is vital that this unusual period of history is recorded and preserved in order for future generations to have access to these personal accounts and insights. Therefore, this research is only focusing on the period of time from March 2020 till the present day and how the coronavirus and lockdowns have impacted people's lives, positively or negatively. This project also allows for other members of the community to listen to and understand the stories and experiences of other members of their community.

### *What will you be asked to do if you participate?*

Our research will consist of a short, informal interview lasting around 20 minutes. This can be conducted in person or remotely in a socially distanced setting and somewhere you are

comfortable with. We will also be sending out an initial survey which will allow us to ascertain which islands our participants are from in order to ensure we are being as representative and inclusive as possible. The interview will focus on your experience during the Covid19 pandemic and any stories, thoughts or experiences that you would feel comfortable sharing.

#### *What happens to the data collected?*

The introduction of GDPR (Government Data Protection Regulation) has affect the way in which any organisation manages your data and is designed to protect your data. This act has been embraced under the Data Protection Act 2018.

The Scottish Council on Archives is aiming to create a webpage within the SCA website which features the interview recordings from this research:

<https://www.scottisharchives.org.uk>.

This webpage will document the stories and experiences of the Hebridean community which have been collected throughout this research project. Once the interview has been conducted, the researcher will create a summary of your interview with time stamps which will be used within the archival process for ease of access and reference points. If desired, a copy of your interview summary can be sent to you. Your personal details such as your email address and home address which have been collected in the survey will remain entirely confidential and will only be accessed by the researchers for the duration of the project.

Once the interviews are summarised, the digital sound copies of the interviews will be archived within the Tasglann nan Eilean archive and remain there in perpetuity in order to preserve the oral history of the Hebridean communities for future generations.

#### *What is personal data?*

This is defined as any information which can be used to identify a living individual directly or in combination with other information such as:

- Name
- Address
- Contact Details
- Description of Appearance
- Opinions etc

Your data will be stored on a secure One Drive account which is only accessible by the members involved in the research project. The data which you have shared as part of our initial survey including your address will remain confidential and will not be published in any capacity throughout this project. The only information which will be made publicly available alongside your interview on the website will be your name and the island you live on within the Hebrides.

*Duration of research?*

Voices: The Hebridean Story is a pilot project which currently has a time span of 6 weeks. However, the oral history collected during the interviews will remain in the archive of Tasglann nan Eilean on Stornoway in perpetuity in order to preserve the Hebridean experiences during Covid19.

*When will research outcomes be published online?*

The SCA aims to have the webpage accessible by the end of July.