

INFORMATION NOTICE

You have been invited to take part in the European Commission funded KT4D project coordinated by Jennifer Edmond from Trinity College Dublin. The KT4D consortium will be conducting this research.

Your participation is voluntary, and you are free to withdraw your participation at any time without suffering any negative consequences. Before you decide whether or not to take part, you should understand why the research is being done and what it will involve. Please take time to read the following information carefully and feel free to ask the researcher any questions you may have. If you have questions after participating in the research session, please contact [researcher name], whose information can be found at the end of this information sheet.

The project

The purposes of this project are: (1) to understand the concerns of citizens like you regarding how new information technologies are affecting democracy (for example deepfakes, filter bubbles, algorithms, surveillance, etc.) and (2) to build together tools, games and educational materials that can help us either counter the effects of these technologies or make them help for democracy and participation. The project began on the 1st February 2023 and will come to an end on 31st January 2026.

The KT4D consortium consists of 12 organisations:

Partner	Short Name	Country
Trinity College Dublin	TCD	Ireland
Trust-IT	Trust	Italy
Institute of Urban and Regional Development (IRMiR)	IRMiR	Poland
Commpla SRL	CmP	Italy

Demos Research Institute	DEMOS	Finland
Fundacion Cibervoluntarios	CIB	Spain
University of Warwick	UW	UK
Strane Innovation	Strane	France
Beyond the Horizon ISSG	BtH	Belgium
Hybridcore BV	HYB	Belgium
ICT Legal Consulting	ICTLC	Italy
Democratic Society	DemSoc	Belgium

As part of the study we would like to achieve

This study aims to gather opinions about technology and democracy. The KT4D solution will be created with the help of citizens like you with the intent to be an accessible tool and set of materials to help European citizens with democracy from a technological point of view.

Your participation is very important since it will allow us to adapt the solution to your real online protection needs and to adjust its design to improve your experience while using it.

If you agree to take part in the research, any personal information (e.g., name, contact details) that will be collected from you is for our internal processing and administrative purposes only, and to enable us to contact you if we require further information. Your personal information will be kept for a maximum period of 24 months following the end of the research project. Information from research activities (e.g. observation notes and information from feedback forms) will be permanently and irrevocably deleted after a maximum of 5 years after the end of the project. We will only publish information in reports and communication materials that would allow you to be identified, directly or indirectly, with your explicit consent.

What will I be asked to do?

If you attend an event during which a workshop for the creation of the KT4D educational materials takes place, we will ask you to give us your opinions and participate in joint dynamics of creation, roundtables and interviews.

If you participate in the testing of the materials, you will be asked to interact directly with the KT4D solution following the trainer's instruction. After this instruction you will be requested to complete a questionnaire in order to provide us with your impression upon the solution.

How did you obtain my data?

In case you did not find the information about the workshop by yourself online or via flyers, we have reached out to you using your contact details which were



KT4D has received funding from the EU's Horizon Europe research and innovation programme under Grant Agreement no. 101094302.

collected from publicly available sources such as LinkedIn, or institutional websites (of companies and universities).

Photographs and Recording

We will take pictures during the course of the workshop. They will be used for the analysis that we will conduct after the session (in this case, they won't be disseminated), or for dissemination purposes through the KT4D projects channels (website, LinkedIn, Twitter). We will collect your consent for any photos, audio or video recordings via a specific consent form which will be provided to you during the use case.

Where will the workshop take place?

The research will take place in the Neill Lecture Theatre, Trinity Long Room Hub, Trinity College Dublin, Dublin, Ireland.

What personal data will the researchers collect?

In the context of the research, we will collect your name, email, and work affiliation that we will use to invite you to the other workshops planned for Use Case 4. All the ideas, statements, opinions, and thoughts that you will share during the course of the workshop will be pseudonymized and only used for research purposes.

Special category data

Special category personal data relates to specific categories of data which are defined as data relating to a person's racial origin; political opinions or religious or other beliefs; physical or mental health; sexual life; and trade union membership.;

What will you use my participation for?

Your participation will be used to provide input for us to:

- Understand the concerns of European citizens regarding democracy and new technologies.
- Help us design and create new educational materials and tools for the project.

Additionally, the information that you provide may be used to write articles for peer-reviewed journals and magazines, for presentations at conferences and workshops, or to promote the KT4D project. Unless indicated otherwise, for all information that could either directly or indirectly identify you will be pseudonymised.

What are the potential risks of participating in research?

We do not envisage any risks to be caused by the participation.

Are there any costs?



KT4D has received funding from the EU's Horizon Europe research and innovation programme under Grant Agreement no. 101094302.

There are no costs for participating.

Will I be paid?

We cannot pay you for participating in this research.

Storage of data

[Partner Name] takes the protection of the privacy and protection of personal data of the research participants very seriously. Therefore, the personal information of the participants is kept securely and treated with the utmost care, fully complying with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council, of April 27, 2016, regarding to the protection of natural persons with regard to the processing of personal data and the free circulation of these data (hereinafter, "GDPR")

In this sense, the legal bases used by Trinity College Dublin for the processing of user data are:

- I. The consent of the Users to the processing of their personal data for the purposes specified in each case.

Observation notes and information from comment forms will be shared only with those consortium members who require access for their work. This information will be pseudonymized and only retained for max 24 months after the end of the project. After the end of the research, it will be permanently and irrevocably deleted after a maximum of 5 years.

Data Protection Officer (DPO)

The DPO of our institution is John Eustace.

Please contact dataprotection@tcd.ie for further questions.

Data Protection Policy

Please read TCD's Data Protection Policy [here](#).

Lawfulness of Data Processing

The legal basis for the processing of your personal data is your consent (Article 6(1)(a) GDPR).

Your rights and confidentiality

We will pseudonymised the data you provide us with in the context of the Use Cases to the extent possible. We will not, e.g., pseudonymised your email address as this will be necessary for getting in touch with you if necessary. We will only collect and process data that is strictly necessary for running the research, for our internal processing, administrative purposes, and to enable us to contact you if we require further information. The record of your participation will be kept in a file separate from the research data. This data will not be shared with or disclosed to anyone outside the research team.



KT4D has received funding from the EU's Horizon Europe research and innovation programme under Grant Agreement no. 101094302.

All information we collect about you will be kept strictly confidential unless we are required to share your information with the European Commission as part of our legal obligations. However, the researcher has a duty of care to report to the relevant authorities possible harm/danger to the participant or others. If this was the case, we would inform you of any decisions that might have an impact on your rights, including data protection rights. All data, including audio files, will be stored on password protected computers, hosted by the ADAPT centre, TCD, using secure servers within the EU. Every effort will be taken to protect your identity. You will not be identified in any report or publication of this study or its results. You can review any recording/notes that concern you should you choose to do so.

You have the right to **access, update, correct, restrict, and erase** all your personal data we collect. As to the qualitative information that you provide us with, you have a right to withdraw the same up to the point of publishing the information in the relevant deliverable. Your researcher will inform you as to the planned publication date.

You have a right to lodge a complaint, to do so please contact the researcher or project coordinator (details below); they will in turn pass your complaint onto an independent panel. You also have the right to lodge a complaint with your local Data Protection Authority.

Right to withdraw and right to erasure

You may withdraw your participation from this project at any time without giving a reason. You may walk away at any time. Should you wish to stop participating in the research, you may tell the researcher at any time that you would like to stop. You may be asked why you have decided to withdraw, but you are under no obligation to give a reason. If you would like the researcher to delete your personal data collected in the context of the researcher, please inform the researcher or contact them at [insert researcher name].

Research with participants in non-EU countries

If you are from outside of the EU we ask you to note that the personal data will be transferred to and stored in the EU/EEA. All transfers of personal data outside of the EEA will be subject to suitable safeguards such as the Standard Contractual Clauses issued by the European Commission or relevant adequacy decisions, where applicable. For more information on data transfers, please contact the DPO at [insert email address]

Keeping in touch with the project

As KT4D is a research and innovation action, it is essential to share the high-quality results of the project with stakeholders who are likely to benefit from it. You can choose to be kept informed about the project's progress, and will thus be put on a mailing list, however this is not mandatory.



KT4D has received funding from the EU's Horizon Europe research and innovation programme under Grant Agreement no. 101094302.

More information?

For more information on the project, please contact:

Project Coordinator

Name: Jennifer Edmond

Organisation: Trinity College Dublin

E-mail: edmondj@tcd.ie

Researcher

Name: Eleonora Lima

Organisation: Trinity College Dublin

E-mail: limae@tcd.ie

To file a complaint with the Data Protection Officer:

Name: John Eustace

E-mail: dataprotection@tcd.ie



KT4D has received funding from the EU's Horizon Europe research and innovation programme under Grant Agreement no. 101094302.