



Participant Information Sheet/Consent Form

Project Title	Shop Talk: Department Stores, Shoppers and Consumer Capitalism, 1945-2025
Chief Investigator	Professor Robert Crawford Principal Investigator]

What does my participation involve?

1 Introduction

You are invited to take part in this research project, which is called Shop Talk: Department Stores, Shoppers and Consumer Capitalism, 1945-2025. You have been invited on account of your experiences of shopping at department stores and/or working at/with department stores.

This Participant Information Sheet/Consent Form tells you about the research project. It explains the processes involved with taking part. Knowing what is involved will help you decide if you want to take part in the research. Please read this information carefully. Ask questions about anything that you don't understand or want to know more about. Before deciding whether or not to take part, you might want to talk about it with a relative or friend.

Participation in this research is voluntary. If you don't wish to take part, you don't have to.

If you decide you want to take part in the research project, you will be asked to sign the consent section. By signing it you are telling us that you:

- Understand what you have read
- Consent to take part in the research project

You will be given a copy of this Participant Information and Consent Form to keep.

2 What is the purpose of this research?

This project seeks to undertake a history of department stores in Australia from the 1940s through to the present. Oral history interviews form a substantial part of this project, complementing the archival materials whilst providing new insights into the firm and its historical development. The final results will be published as a book and an academic article. Interviews may be donated to the archive of Noel Butlin Archive Centre at ANU. This research has been initiated by the researcher, Professor Robert Crawford and is supported by the Australian Research Council.

3 What does participation in this research involve?

Your involvement in this project involves:

- Identifying an acceptable location for the interview
- Reading and signing a consent form prior to involvement in the research
- Participating in a recorded audio interview (roughly 30-60 minutes)

There are no costs associated with participating in this research project, nor will you be paid.

4 Other relevant information about the research project

Interviews will be conducted with other shoppers as well as past and current department store staff and leaders as part of the project. Interviewees will be given a copy of the transcript of the interview and will be given two weeks to make any changes to the transcription prior to the materials' analysis. Permission will be sought from interviewees to donate their interview to the archival collection at the Noel Butlin Archives Centre in Canberra. The donation will be made with the stipulation that researchers accessing the materials request permission from Professor Crawford to ensure that the use of any materials from the interview is made in line with the spirit of the interviewee's involvement in the initial project.

5 Do I have to take part in this research project?

Participation in any research project is voluntary. If you do not wish to take part, you do not have to. If you decide to take part and later change your mind, you are free to withdraw from the project at any time prior to the interview. You may also withdraw your interview from the project as part of the process of reviewing interview transcriptions.

If you do decide to take part, you will be given this Participant Information and Consent Form to sign and you will be given a copy to keep.

Your decision whether to take part or not to take part, or to take part and then withdraw, will not affect your relationship with the researchers or with RMIT University.

You may stop the interview at any time. You may also refuse to answer any questions that you do not wish to answer during the interview. You may subsequently request that any or all of the responses made in the interview not be included in the study results.

6 What are the possible benefits of taking part?

There will be no clear benefit to you from your participation in this research, although it is hoped that you will relish the opportunity to present your perspective and insights to a project documenting the history of department stores in Australia.

7 What are the risks and disadvantages of taking part?

In the unlikely situation that you find some of the questions to be upsetting, you need not answer the question, you may skip it and go to the next question, or you may stop immediately. If you become upset or distressed as a result of your participation in the research project, members of the research team will be able to discuss appropriate support for you.

It is advisable that you do not reveal anything that you may regret later on. In the event that you do, you can contact Professor Crawford to withdraw any comments from the record. Any potentially problematic comments or statements will be run by you with a view to ascertaining whether or not you wish the comment/s to remain on the record.

8 What if I withdraw from this research project?

If you do consent to participate, you may withdraw at any time before or during the interview. You may also withdraw your interview from the project as part of the process of reviewing interview transcriptions. If you decide to withdraw from the project, please notify a member of the research team. You may also withdraw your consent to donating the interview to the Noel Butlin Archives Centre at any time prior to the donation of the interview to the Collection.

You have the right to have any unprocessed data withdrawn and destroyed.

9 What happens when the research project ends?

Interviewees will be notified when the project has been complete and the interviews have been donated to the Noel Butlin Archives Centre.

How is the research project being conducted?

10 What will happen to information about me?

The data collected will be individually identifiable – unless stated otherwise in the consent form. Over the duration of the project, the interviews will be stored in a locked draw in Professor Crawford's office. No-one else will have access to the interviews. The materials will be stored for the duration of the project (2 years), whereupon the interviews will be donated to the Noel Butlin Archive Centre (unless otherwise stated in the consent form). Participants will be asked to provide consent for the use of their data for this project, for extended projects, and any future research pertaining to the history of marketing and/or branding. It is anticipated that the results of this research project will be published and/or presented in a variety of forums.

By signing the consent form you consent to the research team collecting and using information from you for the research project.

In accordance with relevant Australian and/or Victorian privacy and other relevant laws, you have the right to request access to the information about you that is collected and stored by the research team. You also have the right to request that any information with which you disagree be corrected. Please inform the research team member named at the end of this document if you would like to access your information.

Any information that you provide can be disclosed only if (1) it is protect you or others from harm, (2) if specifically allowed by law, (3) you provide the researchers with written permission.

11 Who is organising and funding the research?

This research project is being conducted by Professor Robert Crawford and is funded by the Australian Research Council.

12 Who has reviewed the research project?

All research in Australia involving humans is reviewed by an independent group of people called a Human Research Ethics Committee (HREC). This research project has been approved by the RMIT University HREC.

This project will be carried out according to the *National Statement on Ethical Conduct in Human Research* (2007). This statement has been developed to protect the interests of people who agree to participate in human research studies.

13 Further information and who to contact

If you want any further information concerning this project, you can contact the researcher on 0450 918 563 or via email – Robert.Crawford@rmit.edu.au

14 Complaints

Should you have any concerns or questions about this research project, which you do not wish to discuss with the researchers listed in this document, then you may contact:

Reviewing HREC name	RMIT University
HREC Secretary	Vivienne Moyle
Telephone	03 9925 2251
Email	human.ethics@rmit.edu.au
Mailing address	Research Ethics Co-ordinator Research Integrity Governance and Systems RMIT University GPO Box 2476 MELBOURNE VIC 3001

Consent Form

Project Title

Shop Talk: Department Stores, Shoppers and
Consumer Capitalism, 1945-2025

Chief Investigator

Professor Robert Crawford

Acknowledgement by Participant

I have read and understood the Participant Information Sheet.

I understand the purposes, procedures and risks of the research described in the project.

I have had an opportunity to ask questions and I am satisfied with the answers I have received.

I freely agree to participate in this research project as described and understand that I am free to withdraw during the interview or to have my interview transcripts withdrawn from the project as part of the process of reviewing interview transcriptions without affecting my relationship with RMIT.

I understand that I will be given a signed copy of this document to keep.

I **agree / disagree*** to have my name disclosed in the project and in ensuing outputs
[PLEASE CIRCLE]

* If disagree please state preferred pseudonym _____

I **agree / disagree** to having my interview donated to Noel Butlin Archives Centre at the Australian National University at the conclusion of this project [PLEASE CIRCLE]

Name of Participant (please print) _____	
Signature _____	Date _____

Declaration by Researcher[†]

I have given a verbal explanation of the research project, its procedures and risks and I believe that the participant has understood that explanation.

Name of Researcher [†] (please print) _____	
Signature _____	Date _____

[†] An appropriately qualified member of the research team must provide the explanation of, and information concerning, the research project.

Note: All parties signing the consent section must date their own signature.