

PARTICIPANT INFORMATION SHEET

Study Title: The Ethical Demands of Translating Gender-Based Violence: a Practice-Based Research Project

You are invited to take part in research on the ethical demands of translating Gender-Based Violence (GBV). Dr Charlotte Bosseaux, Senior Lecturer in Translation Studies at the University of Edinburgh is leading this research. Before you decide whether to take part, it is important that you understand why the research is conducted and what it will involve. Please take time to read the following information carefully.

WHAT IS THE PURPOSE OF THE STUDY?

My project aims to establish which translation method is the most ethical when translating filmed personal narratives and to provide good practice guidelines for (1) translators and translation companies, (2) filmmakers and (3) charities. Given the many myths surrounding translation and interpreting, I argue that language professionals (i.e. translators and interpreters) require additional guidance to assist them when translating GBV material, that survivors and charities need more support when working with language professionals, and that filmmakers need more guidance when working with survivors and language professionals. Our multilingual documentary will focus on the stories of survivors and the role translation has played when sharing their stories. Ultimately, I want to make sure that the voices of survivors are ethically translated and that we also listen to the voices of the professionals who make translation possible.

WHY HAVE I BEEN INVITED TO TAKE PART?

You are invited to participate in this study because you are a language professional and we want to know your experience of translating/interpreting challenging material, the impact such translation has had on you and what you think are the best working conditions when translating and interpreting situations of GBV.

DO I HAVE TO TAKE PART?

No – it is entirely up to you. If you do decide to take part, you are still free to withdraw at any time and without giving a reason. Deciding not to take part or withdrawing from the study will not affect your relationship with any of the Project Partners.

Please note that your data may be used in the production of formal research outputs (e.g. journal articles, conference papers, and documentary) prior to your withdrawal and so you are advised to contact the research team at the earliest opportunity should you wish to withdraw from the study.

WHAT WILL HAPPEN IF I DECIDE TO TAKE PART?

If you do decide to take part, please keep this Information Sheet. You will be asked to complete and sign an Informed Consent Form to show that you understand your rights in relation to the research, and that you are happy to participate.

You will be invited to **focus groups on 24 February 2022**. This is because we want to make sure the filming part of the project is done under the best conditions and that we take into consideration the expectations of all participants (language professionals, film directors, charity representatives and survivors). We will distribute questionnaires then. This questionnaire will focus on your experience of translating and interpreting GBV material. It will be anonymous but there will be a section asking if you want to be contacted for further questions and take part in audio-recorded interviews. If you express that you want to take part in audio-recorded interviews and are selected, these will take place

in 2022 and 2023 when Dr Bosseaux is gathering data for her publications and conference presentations.

We will also recruit translators to work on the documentary. If you are recruited for this purpose, you will also be asked to fill in a questionnaire about your experiences of working on the project. This will take place towards the end of the filming and translation stages. If you express that you want to take part in a filmed interview to be integrated into the documentary, and are selected, interviews will take place during filming between April and August 2022.

WHAT ARE THE POSSIBLE BENEFITS OF TAKING PART?

By sharing your experiences with us, you will be helping Dr Charlotte Bosseaux, her research team (film director, Ling Lee, and Translation and Interpreting consultant, Screen Language) and [REDACTED] to better understand what is at stake when translating the voices of survivors, make sure their stories are translated in the best possible way and ensure your voice and experiences are taken into consideration and reflected in the guidelines which will be produced at the end of the project. You will receive a fee for your attendance at focus groups towards loss of earnings. If working on the documentary, your participation will be paid according to industry standards.

ARE THERE ANY RISKS OR DISADVANTAGES ASSOCIATED WITH TAKING PART?

There are no significant risks associated with participation. During filming and interpreting on the documentary if we discuss situations which cause upset or distress, debriefing sessions will be set up to provide support. Questionnaires should not take more than 15 minutes to fill in. The focus groups will last half a day (9.30-12.30pm). Audio-recorded interviews should last 1 hour. Video interviews (documentary) should last up to 2/3 hours between April and August 2022.

RISKS OF PARTICIPATION (COVID-19)

We have taken specific steps to minimise the risk of exposure to the Coronavirus during the study by adhering to the Scottish Government [guidance \(https://www.gov.scot/coronavirus-covid-19/\)](https://www.gov.scot/coronavirus-covid-19/). You will only interact with researchers who are well, and have had no known contact with COVID-19 positive individuals for the past 7 days. However, even with these control measures, there remains some risk of exposure from participating in this study.

WHAT IF I AM UNWELL?

If you feel unwell or have been in contact with a COVID-19 positive individual in the past 7 days, then please contact the researcher (Dr Charlotte Bosseaux by email charlotte.bosseaux@ed.ac.uk, and we will postpone or cancel the research interaction.

WILL MY TAKING PART BE KEPT CONFIDENTIAL?

The information we collect at focus groups, in the questionnaires and in audio-recorded interviews will be kept confidential and there are strict laws which safeguard your privacy at every stage. If you agree to be participate to the documentary, the filmed interview will not be confidential as you will be recognisable on screen.

HOW WILL WE USE INFORMATION ABOUT YOU?

We will need to use your information for this research project. Transcriptions of audio recordings from the focus groups and questionnaires will be anonymised using a unique participant number. However, the questionnaires will include a section giving you the possibility to include your name and contact details, if you wish to be interviewed (video or audio-recording). Dr Bosseaux and her team will use the information provided in the questionnaires and audio recordings for the research and make sure that it is done properly. We will keep all

information about you safe and secure. If you consent to being audio recorded, these recordings will be destroyed once they have been transcribed. If you consent to being video recorded, a selection of the recordings will be used in the documentary, with your permission. Your data will only be viewed by the researcher and her team unless you have agreed to share your experience in the documentary. All electronic data will be stored on a password-protected computer file and all paper records will be stored in a locked filing cabinet. Your consent information will be kept separately from your responses in order to minimise risk. Once we have finished the study, we will keep some of the data so we can check the results.

What are your choices about how your information is used?

- You can stop being part of the study at any time, without giving a reason, but we will keep information about you that we already have.
- We need to manage your records in specific ways for the research to be reliable. This means that we will not be able to let you see or change the data we hold about you.

Where can you find out more about how your information is used?

You can find out more about how we use your information at <https://www.ed.ac.uk/records-management/privacy-notice-research>

- by asking one of the research team
- by sending an email to charlotte.bosseaux@ed.ac.uk

Edinburgh University is the sponsor for this study based in Scotland. We will be using information from you in order to undertake this study and will act as the data controller for this study. This means that we are responsible for looking after your information and using it properly. Edinburgh University will keep identifiable information about you for 10 years after the study has finished and your anonymised data for a minimum of 10 years.

WHAT WILL HAPPEN WITH THE RESULTS OF THIS STUDY?

The results of this study will be available in a documentary, summarised in published articles and presentations. You will not be identifiable from any published results, apart from the documentary. Quotes or key findings will always be made anonymous in any formal outputs unless we have your prior and explicit written permission to attribute them to you by name, for example if you accept to be filmed for the documentary. With your consent, your anonymised information may also be kept for future research. Information about the findings will be published on the project's website.

WHO IS ORGANISING AND FUNDING THE RESEARCH?

This study is organised by Charlotte Bosseaux and sponsored by the University of Edinburgh. The study is funded by the Arts and Humanities Research Council.

WHO HAS REVIEWED THE STUDY?

Edinburgh University School Ethics Committee and the AHRC.

WHO CAN I CONTACT?

Any further questions about the study: contact the lead researcher; Charlotte Bosseaux, email: charlotte.bosseaux@ed.ac.uk

[REDACTED]