

PARTICIPANT INFORMATION SHEET

FOR RESEARCH PROJECT

Title: Developing a Project Risk List for three main phases of ISD projects, to facilitate in better risk categorisation of the ISD project in each of these phases.

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To: Participant

My name is Mehdi Ebrahim. I am a postgraduate student at The University of Auckland Business School. I am conducting a research study to investigate the development of ISD Project Risk categorisation tool. The research project is coordinated and managed by my Supervisor, Dr. Tuure Tuunanen. We would like to invite you to participate in this study by allowing me to conduct a Delphi Study with you. None of the participants are identified, or the information gathered used to hamper, hinder or harm any of the participant's professional careers. Participation in this research project is voluntary

A Delphi study involves gathering the opinions of experts in the field, regarding a particular topic. Participants are required to organise a risk list into three main phases of ISD projects (Requirements, Design, Implementation) in accordance to the level of impact each risk item can have on the overall ISD project. The information gathered will be refined, by consolidating the information gathered for each participant and providing the consolidated information back to each participant to reorganise the risk items based on the collective feedback of the expert panel. This process is repeated 2 or 3 times to reach a consensus. Each time the process is repeated, the participant may be required to spend a maximum of one hour. The participants and their opinions are anonymous, i.e. none of the participants will know who all are participating and what opinions have been put forward by each participant.

Participants are selected on the basis of their experience in the Information Systems Development industry, and the roles they have undertaken. Participants who are selected will have at least 5 years of experience in the IS (Information Systems) industry and would have performed or is performing one of, Project Manager, Business Analyst, Technical Architects, Test Analysts or Developer roles.

Upon completion of the Delphi Study, participants are able to withdraw any information supplied, if their concerns are not properly addressed. Participants are able to do so up to the 31st of March 2009. After the 31st of March 2009 all information provided will be anonymised and cannot be tracked as belonging to an individual. The findings of this research will be published in my research thesis, and may also be included in subsequent published journal articles and conference proceedings. In particular by no means inferences can be made from the results since all results will be anonymised. Finally, all data will be destroyed by shredding or securely erasing the files after six years of completion of the research. In case of any publication on the basis of further data analysis, you will be notified and results will be anonymised in the same way as in the first analysis.

There are no foreseeable physical, mental and social risks associated with participation in this study. Any electronic data will be stored in a password protected file on the hard drive of the researcher. A backup copy will also be stored on floppy disks in a locked filing cabinet under the control of the researcher. All data or information gathered for this research project will be held in the Auckland University ISOM department. Coding of the data and removal of identifiable material will be carried out where necessary.

We are more than happy to provide you with an executive summary of the findings after we have finalized the initial analysis, or with any of the subsequent academic publications upon request.

If you are interested to participate in this research, please indicate this by filling in the attached Consent Form. We would like to thank you in advance for your time and help in making this study possible. If you have any queries or wish to know more, please do not hesitate to contact me or my supervisor.

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Kind regards,

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For ethical concerns contact:

The Chair, The University of Auckland Human Participants Ethics Committee,

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