Does Your Project Require an Application to the IRB Office?
Decision Tree #1

Will you, a member of your research team or a collaborator observe, interact with, or intervene with individuals to gather information that will be used for research? Examples:

- Surveys, questionnaires, focus groups, interviews
- Games, experiments in physical or in electronic environments
- Physical or biomedical procedures—imaging, scanning, blood collection, anthropomorphic procedures
- Diet, nutrition studies, taste tests
- Studies examining the effectiveness of educational tools or curricula
- Use of instruments or devices, including phones, to collect data or monitor or influence behavior
- Passive observation of public behavior (in physical or online environments, including social media
- Studies examining individuals' responses to manipulation of their physical or online environment
- Another activity that involves observation of, or interaction with, individuals to gather information for research

NO → Research will use only existing data

↓ **YES**

Is the information being collected 'about' individuals?

→ The focus of the project is only on products, methods, policies, procedures, organizations: e.g., interviewing transportation staff and officials about parking or transportation Policies and procedures.

↓

Not human participant research. No application to the IRB office is needed.

↑ **YES**

→ Refer to IRB Decision Tree #2 on Existing/ Secondary Data

↓ **YES**

The focus of the project is on people or their opinions, perceptions, choices, decisions regarding themselves or how methods, policies, procedures, organizations, etc. affect them or their environment.

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Is this a **class project**? — **YES** → Is the sole intent of the project to meet course requirements , with **no intention to use the results for something other than the course assignment?** — **NO** → The project may lead to use of the results outside of the course (e.g., for a publication, presentation, thesis, or dissertation

↓ **NO**

Is the project an **oral history, ethnographic, or journalistic piece**? — **YES** → Does the project involve stories that will or may draw broad conclusions about the population, cultures, norms and practices; even if no research hypothesis is being tested or validated?

↓ **NO**

Is this a quality assurance/quality improvement/organizational effectiveness study? i.e., to assess, improve, or develop programs or services for an organization?

↓ **NO** (and → **YES** →)

Will outcomes be generalized for other organizations, programs or services?

NO →

Published materials will be limited to only documenting or reporting on events, situations, policies, institutions or systems without the intent to form hypotheses, draw conclusions, or generalize findings.

↓

Not human participant research. No application to the IRB office is needed.

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Outcomes will remain specific to the organization, programs or services, although other organizations may use the results for their own programs.

↓ **YES**

Project is research with human subjects.
An application to the IRB office and written notice of approval required before the project can begin.
Forms available on the Campbell University IRB website.