**Online Consent Specifications for Set-Up**

**WPH Office of Academic Computing (OAC)**

**PI Name(s):** Click or tap here to enter text. **Study Short Name:** Click or tap here to enter text.

1. Email address for the study

Click or tap here to enter text.

1. Email address of the staff to get the alerts when participants consent

Click or tap here to enter text.

1. Verbiage for the email message that is sent to participants after consenting

Click or tap here to enter text.

1. Study e-mail or phone number to appear in the footer bar that completes the statement “If you have any issues or questions, please contact the study staff at “

Click or tap here to enter text.

1. Verbiage for a preamble before the consent document

Click or tap here to enter text.

1. Verbiage for a 'Not Interested' page if the participant does not consent

Click or tap here to enter text.

1. Verbiage for prompting the participant to enter in their relevant info on the signature data collection page

Click or tap here to enter text.

1. Does your study require assent? If yes, please provide verbiage for the assent checkbox

Click or tap here to enter text.

*For example, “For minor: I agree and understand” text placed next to the assent checkbox*

1. If your study requires assent, would you like the assent page to come before or after the signature data collection page?

Click or tap here to enter text.

1. Verbiage for a final Thank You page

Click or tap here to enter text.

1. What do you want new participants to tell us?

Name

Phone number

Phone number for texts

Security question(s)

If so, what question(s)?

What is your mother’s maiden name?

What is your place of birth?

What is the name of your high school?

Date of birth

Other:

Click or tap here to enter text.

*Email address is required, but please specify if you want to collect any other information. Not all requests can be accommodated.*

1. UPMC username logins of staff who will be monitoring the Access frontend to see who has consented, add new study staff members, etc.

Click or tap here to enter text.

Thank you for answering the questions above. Lastly, we will need a PDF of your study’s consent document please. In addition, a Word version of the consent document would also be nice to have so that it’s easy to convert to WDX.