TO: Participant

Plain Language Statement

Date:

Full Project Title: The Interplay of People and Things in Media Archaeology
Principal Researcher: Associate Professor Jondi Keane
Student Researcher: Rachel Hanlon
Associate Researcher(s): Dr Cameron Bishop

Purpose of the project

- The aim of this research project is to open a dialogue between technically obsolete telephone systems, the original ideas and meanings of the technology, and the contemporary ‘thingness’ these devices now possess through a curated art experience in which the viewer can interact with re-animated versions of these technically obsolete telephone systems through the incorporation of present day advancements in telephony. The research also aims to consider the global perspective of societal relationships to telecommunications.

Participation in the project

- **The Hello Machine**: Payphones are placed in gallery/venues. These phones are connected to an online telephony network. The participant automatically places a call to another of my payphones in another venue when they interact with the phone. The phone in the other gallery/venue rings, and another participant may answer the call. This conversation is recorded by the online system; these are added to a participant voice recording repository.

- **The Hello Operator**: The same online system has an IVR (Interactive Voice Response) system. An IVR functions by asking the participant to make choices by pressing a number on their telephone keypad.

- **Hello Machine-Hello Human**: An interactive IVR system that uses ... Like the Operator system, participants are asked to interact with my Hello telephone system, this interaction is voice recognition controlled.
• **The Landline Archive:** Participants can volunteer to have their landline telephone photographed to be included in our pictorial archive.

**Use of your participation**

Your interactions with this work may be used in future publications, such as future art works, academic papers, and or books or other media. Interactions with this artwork, such as conversations within phone calls, or voice interactions with this work, are recorded. These recordings may be listened to by the artist, and may be curated into future art works, or transcribed and used in academic publications. If you do not wish to be included in future publications, or to have your contribution removed from our database, please see section B.5 below.

The following are the terms and conditions of your participation in *The Hello Machine* art project.

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**SECTION A.**

- **License Agreement**

  By interacting with this artwork, you agree and have understood these terms and conditions and you agree to the terms:

  By interacting with this art project, you agree that:

  1. A recording of your interactions will be added to an archive or database.
  2. Any recorded messages, any transcript of your recorded message and any written text submitted by you, may be made public in an artwork, in hard copy and/or made available to the public in any medium and format determined by myself as the artist.
3. I may edit your recording, any transcript of your recording and any text you submit.

SECTION B.

- Privacy Policy and Collection Statement

I have this policy to protect information collected during my project, and to comply with the Privacy Act 1988 (Cth) (“Privacy Act”) (subject to exemptions that apply under the Privacy Act). I take very seriously my responsibility to protect and maintain the privacy, accuracy and security of personal information.

This policy sets out:

1. The information I collect.
2. How I collect data.
3. How I use data.
4. How I disclose data.
5. Opting in and out.
6. Complaints.
7. Management and security.
8. Contact details.

1. The information I collect

Interactions with The Hello Operator project, collects your telephone number (where applicable), the date and time of your call, (to enable opting out) and the content of your phone call, including voice conversations.

I may collect data relating to your activity on our websites (including the type of internet browser you use, your operating system, address of referring site, and your IP address and clickstream information) via tracking technologies such as cookies, or we may collect information from you in response to a survey or interview. This information will be used to report statistics, analyse trends and diagnose problems within my system.

2. How I collect data

I will generally collect personal information by way of forms filled out by people, face-to-face meetings, interviews, business cards, electronic attachments, telephone calls, telephone conversations, completed surveys or questionnaires, participation in our services (including blogs and forums) or when you communicate with us by email, telephone or in writing (for example if you make a complaint or provide feedback).

3. How I use data

- To personalise and customise my art project;
- To manage and enhance my projects interactions.
• To investigate any complaints made by you.
• On social media sites, my projects website or in academic publications.

4. How I disclose data

Except for the use of information as specified in SECTION A, I do not disclose, unless required by law, any of your private information to any third parties.

5. Opting in or out

You will be given the opportunity to “opt out”.

The recording of your interactions, as specified in SECTION A, with this artwork may be “removed on request” by the participant.

The participant should write an email to hrachel@deakin.edu.au citing the date, approximate time, and phone number used to make the call, or in the case of a Hello Machine installation, the location of the phone, with the subject line “Opt out”. Participants must also fill out the Withdrawal of Consent Form and post/email to the address listed in our contact details/on the form.

6. Management and security

Other than in relation to Non-Confidential Information, I will take all reasonable steps to protect the personal information that I hold from misuse, loss, or unauthorised access, including by means of firewalls, password access and secure servers.

If you would like to seek access or request updating or correction to personal information you have shared, or if you have any questions or complaints about how we collect, use, disclose, manage or store your personal information,

write to:
hrachel@deakin.edu.au

Project Contact details:
hrachel@deakin.edu.au
Privacy Officer
The Hello Machine
PO BOX 3032
GROVEDALE VIC 3216

7. Complaints

If you have any complaints about any aspect of the project, the way it is being conducted or any questions about your rights as a research participant, then you may contact:
The Manager
Integrity, Ethics and Biosafety
Deakin University
21 Burwood Highway
Burwood Victoria 3125
Telephone: 9251 7129
research-ethics@deakin.edu.au
Please quote project number  HAE-17-129
PLAIN LANGUAGE STATEMENT AND CONSENT FORM

TO: Participant

Consent Form

Date:

Full Project Title: The Interplay of People and Things in Media Archaeology

Reference Number: HAE-17-129

I have read, or have had read to me in my first language, and I understand the attached Plain Language Statement.

I freely agree to participate in this project according to the conditions in the Plain Language Statement.

I have been given a copy of the Plain Language Statement and Consent Form to keep.

The researcher has agreed not to reveal my identity and personal details without consent, including where information about this project is published, or presented in any public form.

Participant’s Name (printed) ............................................................

Signature ................................................................. Date  .........................

Principle Investigator: Assoc. Prof Jondi Keane
Associate Investigator: Dr Cameron Bishop
Student Investigator: Rachel Hanlon

Deakin University
21 Burwood Highway
Burwood Victoria 3125
PLAIN LANGUAGE STATEMENT AND CONSENT FORM

TO: Participant

Third Party Consent Form

(To be used by parents/guardians of minor children, or carers/guardians consenting on behalf of adult participants who do not have the capacity to give informed consent)

Date:

Full Project Title: The Interplay of People and Things in Media Archaeology

Reference Number: HAE-17-129

I have read, or have had read to me in my first language, and I understand the attached Plain Language Statement.

I give my permission for ...........................................................(name of participant) to participate in this project according to the conditions in the Plain Language Statement.

I have been given a copy of Plain Language Statement and Consent Form to keep.

The researcher has agreed not to reveal my identity and personal details or the identity and personal details of the person for whom I am providing consent, including where information about this project is published, or presented in any public form.

Participant’s Name (printed) ..........................................................

Name of Person giving Consent (printed) ..................................................

Relationship to Participant: ..........................................................

Signature .......................................................... Date ..........................

Principle Investigator: Assoc. Prof Jondi Keane
Associate Investigator: Dr Cameron Bishop
Student Investigator: Rachel Hanlon

Deakin University
21 Burwood Highway
Burwood Victoria 3125
PLAIN LANGUAGE STATEMENT AND CONSENT FORM

TO: Participants

Withdrawal of Consent Form

(To be used for participants who wish to withdraw from the project)

Date:

Full Project Title: The Interplay of People and Things in Media Archaeology

Reference Number: HAE-17-129

I hereby wish to WITHDRAW my consent to participate in the above research project and understand that such withdrawal WILL NOT jeopardise my relationship with Deakin University.

Participant’s Name (printed) ……………………………………………………………

Signature ………………………………………………………………………………

Date ……………………………………………………………

Please mail/email this form to:

Principle Investigator: Assoc. Prof Jondi Keane
Associate Investigator: Dr Cameron Bishop
Student Investigator: Rachel Hanlon

hrachel@deakin.edu.au, jondi.keane@deakin.edu.au, cameron.bishop@deakin.edu.au

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