**FAQ Action Research**

         **Question: The IRB website has templates for ages 6-10, 11-14, and 15-17.  If research is conducted with children spanning multiple ranges, do the researchers need to prepare a Child Assent form for both age ranges? (ex. participant ages are 10-11, do the 6-10 and 11-14 templates need to be prepared)**  
Answer: No, researchers do not need to prepare multiple Child Assent Forms if the ages span over two age ranges.  If a case like this occurs, please just use the template for the youngest age group (in the previous example, use the 6-10 template).

         **Question: For children under the age of 6, there are no assent templates on the IRB website.  How should we obtain their assent?**  
Answer: Since students most likely cannot read, assent from children under age 6 is not required.  A brief oral explanation of the study should be prepared by adjusting the language of the age 6-10 template down to an appropriate level for the students, but no signature from the child is required.  This transcript must be submitted to the IRB for review.

         **Question: Some of our research participants and/or legal guardians are unable to read English.  Are any of the forms available in another language?**    
Answer: At this time, the IRB does not have translated versions of any forms or templates.  If the researcher’s project will require translated versions of forms or templates, the IRB requires the researcher to have the forms translated through their own means.  However, all translations of all forms, interview materials, surveys, etc. must be submitted to the IRB for review.

         **Question: Can oral consent or assent be used for participants or legal guardians?**  
Answer: Yes, oral consent or assent can be used within your study.  Within the oral explanation, the required aspects of informed consent found on the templates and/or Informed Consent Guidelines need to be included.  Following the oral consent, an IRB Short Consent Form will need to be signed by the recipient of the oral consent or assent.  A witness to the oral consent is required and will also need to sign the Short Consent Form.  If a translator is used for the oral consent, they may serve as the witness but will still need to sign the Short Consent Form.  The Short Consent Form is currently being drafted and is expected to be reviewed/approved at the August 31st IRB Meeting.

         **Question: Will examples of Section D: Study Description be posted on the website?**  
Answer: Given the unique aspects of each research project, posting an example that everyone could base their Study Descriptions off of would be nearly impossible.  However, the IRB Protocol Submission Form Guidelines found on the [IRB Forms](https://webmail.marianuniversity.edu/OWA/redir.aspx?C=21b36d720ca64382992f81c1c82d1680&URL=http%3a%2f%2fwww.marianuniversity.edu%2finterior.aspx%3fid%3d8808) page offers samples for this section that researchers may find useful when developing their Section D.  It also provides assistance in the other areas of the Protocol Submission Form and should be the first place to consult if questions arise while completing the Protocol Submission Form.

MARC HEIMERL, IRB Secretary

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