

## Virtual Alternatives to Face-to-Face Interactions

### From In-Person Interviews to Virtual Interviews

- Video conferencing (e.g., FaceTime, Zoom, Google Meet, etc.) is an accepted method for conducting interviews.
  - Please be aware that with virtual conferencing platforms, there is a risk of virtual meeting disruption, (e.g., Zoom Bombing) that needs to be acknowledged in IRB applications and consent forms. In order to minimize this risk, researchers are advised to create meeting passwords and/or to turn on the waiting room feature. As the host of the meeting, the researcher should only allow the scheduled participant to join the meeting.
  - For all virtual meetings, it is also recommended that the host emails the meeting link individually to each participant instead of in a group email.
  - Make sure that both the researcher and the participant find private areas to conduct their virtual interviews to protect against the loss of confidentiality.
  - If interviews are recorded, be sure to specify how they will be recorded (video, audio, both?) and where the recording will be stored (cloud, hard drive?).
- Converting the interviews to PsychData or to other online survey platforms as open-ended questionnaires is recommended over emailing interview questions to participants. This will protect participant data since no identifying information will be collected.
- A Public Google Form (one that does not require login) can also be used. Make sure this is a public form, that way no login is required. Google forms that require logins will link participant data to their logins.

### From In-person Focus Groups to Virtual Focus Groups

**Google Hangouts (AKA Google Meet)** is a feature TWU already has as an institution.

- It is recommended that the PI create a meeting room and then send out the link to the meeting to each participant via email (not in a group email) so that the other participants do not know who else is joining.
- The participant can then click on the link and enter the name they wish to show in the focus group (it could be anything they want).
- Please suggest to the participants that they NOT be logged into their Google account when joining the meeting because their Google account information will automatically show as their name.
- Alternatively, they could join the meeting in “incognito mode” or “private browsing” and that should also keep their information from automatically populating upon joining the meeting.
- Participants may also call into the meeting.

### Steps for the Principal Investigator: Starting a video meeting from Google Meet:

[https://support.google.com/meet/answer/9302870?hl=en&ref\\_topic=7192926](https://support.google.com/meet/answer/9302870?hl=en&ref_topic=7192926)

- See “Start a video meeting from Meet” section.
- You can start an instant meeting in a web browser and send your meeting link URL to participants.
- Participants will simply click the link to join the call.

Note: You can send the meeting link to people outside of your organization (TWU), but someone from within your organization needs to give them access to the video meeting (someone from TWU should initiate the call).

1. In a web browser, enter <https://meet.google.com>.
2. Click Join or start a meeting.
3. Enter a nickname or leave it blank to start your own meeting. Click Continue.

4. Click Join now.
5. To add someone to a meeting, click Copy joining info and paste the meeting details into an email or another app.

### **Steps for Participants – Joining a meeting from a link URL**

[https://support.google.com/meet/answer/9303069?visit\\_id=637199918229058704-3598335914&rd=1](https://support.google.com/meet/answer/9303069?visit_id=637199918229058704-3598335914&rd=1)

Note: To protect your anonymity as a research participant, we recommend logging out of your Google account prior to joining the meeting, or you can join using private browsing session (Incognito Mode) in your browser. You will be asked to type in an alias before you connect to the meeting.

An existing participant might need to approve you if you try to join another organization's meeting or don't have a Google account.

- See “Join from Meet” section.
- With Hangouts Meet, you can join an impromptu video meeting by clicking the meeting link URL sent to you in a text or email.
- Click on the meeting link sent to you in a chat message or email.
- Follow the onscreen prompts to join the meeting.