**ARP 2024-5
Ethical Action Plan**

Name of practitioner-researcher: Elliott Christopher Hall

1. **What is your project focus?**

My project aims to implement a structured workflow to replace the current unstructured teaching approach in my technical space, including a new onboarding process.

The process begins with an initial meeting where I break down each student's project into a customised learning pathway. This pathway will outline an efficient workflow that leverages existing workshops and teaching resources, to create bite sized chunks, along with highlighting relevant 1-to-1 demonstrations needed to develop the technical skills required for their project.

Regular follow-up meetings will ensure that the plan serves as a log to track progress and identify any knowledge gaps. This enables me to provide targeted support where it is most needed.

Ultimately, this project aims to increase my availability while also promoting student autonomy, which is currently lacking and can be detrimental to their learning. The workflow will serve as a dynamic guide, log, and timekeeping tool to support both students and myself throughout their project.

2. **What are you going to read about?**

The reading required for my project can be categorised into three distinct categories:

1. Content Structure & Delivery

Focusing on learning theory such as Modular Learning/Micro-Teaching, Scaffolded Learning and Cognitive Load Theory. The aim of this is to make sure the size, structure and delivery of information provided is being utilised in the most efficient manner for the learner, not overloading students with unnecessary information but also making sure it is presented in a easy to digest and supportive manner.

2. Learning Models and Approaches

Secondly, I will take the time to explore teaching/learning models and approaches, out of all areas I expect this to change and develop the most but for now I have identified areas such Blended Learning and Flipped Classroom Models. The aim is to shape how the none direct teaching materials such as online guides, video recommendations and example projects can be utilised by the students independently.

3. Resource Management and Access

Lastly there will be a focus on how teaching materials are managed and accessed by the students by taking time to learn the effective use of online resources such as SharePoint & Moodle. Although I have limited control of how this information if formatted based on departmental policy, taking the time to understand the effective use of 'Learning Management Systems (LMS)' will hopefully allow me to create a friendly learning tool, whilst connecting it in a straight forward manner to existing systems.

3. What action are you going to take in your teaching practice?

As discussed above, within my action research project, I will:

1. Design a new 'Modular Curriculum', through the use of a structured document of some form.
2. Adopting new learning theory's / teaching methodologies
3. Making better use of 'Learning Management Systems (LMS)'
4. Emphasising Student Autonomy

4. Who will be involved and how?

Those involved will my myself, Elliott Hall (Specialist Technician in Wearable Technology) and my students. All of which I will clarify are over the age of 18 and are a mix of Foundation, BA and MA students as I run an open access area. They will be directly involved as the proposal will change how I begin working with students alongside day-to-day teaching and support for their project. I will be using the outcomes, progress and feedback of their learning plans as a way of measuring the success, alongside critiquing my outcomes for future development.

N.B. If any of your participants/co-researchers will be under 18, please seek advice from your tutor.

5. What are the health & safety concerns, and how will you prepare for them?

The project implementation will raise no additional health and safety concerns, and my standard lab / technical space, risk assessments will remain in place and unchanged.

6. How will you protect the data of those involved?

To protect the data of all involved with my action research project, student logs/workflow documents will be completely* anonymised and fully informed consent will be received. Alongside safeguarding the information collected from students.

Anonymisation will remove names, however due to the small sample size and unique aspect of every single project undertaken, it is incredibly difficult to sanitise the information, hence fully informed consent is requested.

7. How will you work with your participants in an ethical way?

To make sure that my project takes place in an ethical manner, the following will be in place.

- I will work directly with my students to ensure that this proposed interaction system/workflow does not hinder their progress and will make adjustments as necessary.

- **Fully Informed Consent:** I will clearly explain the purpose, structure, and expectations of the project to all participants. They will have the opportunity to ask questions and will provide written consent before participating.

- **Confidentiality and Privacy:** I will safeguard all personal information and ensure that any data collected is anonymised and stored securely. Only aggregated or non-identifiable data will be used in any reporting or analysis.

- **Voluntary Participation and Right to Withdraw:** Participation in this project will be entirely voluntary, with participants free to withdraw at any time without penalty. I will make it clear that their decision will not impact their learning experience or access to resources.

- **Respect and Non-Judgmental Environment:** I will foster a supportive and respectful environment, ensuring that all participants feel safe to express their ideas and ask questions. I will approach all interactions without judgment and provide equitable

support to each participant.

- **Transparency and Feedback:** I will keep participants informed about the progress and outcomes of the project. Regular feedback opportunities will allow participants to voice any concerns or suggestions, which I will address promptly to maintain an ethical and collaborative environment.