

Audio and video recordings made of interviews, focus groups and visitors using exhibits may be shown only in restricted educational settings, as defined below.

Recordings made in public spaces

Any recordings of adult and minor visitors made in public spaces (e.g., visitors using exhibits on the floor of the museum) may be played only in educational settings, defined as meetings or spaces which require invitation or registration:

- Exploratorium researchers' offices, homes and other workspaces (e.g., airplanes), provided that only the researchers can see or hear the recordings well enough to identify any human subjects,¹
- in-house meetings of Exploratorium staff members for the purposes of sharing methods and findings of research and evaluation studies, and informing them to advance professional practice in the museum field,
- meetings with non-Exploratorium researchers (if any) who are collaborating with us to analyze, interpret, or write up the data collected as part of research and evaluation projects,
- presentations (e.g., invited talks) to university faculty and/or students, or consultants who work with museums or other informal learning institutions, with the purpose of sharing methods and findings of research and evaluation studies.
- presentations or workshops for other professionals in the museum or educational fields, held at the Exploratorium or at other museum sites, and
- meetings or workshops for museum professionals or scientific or educational researchers, for the purposes of professional development and sharing of studies related to learning in informal environments (e.g., conferences of the Visitor Studies Association, American Association of Museums, American Association for the Advancement of Science, American Educational Research Association).
- meetings with funders, policy-makers or other stakeholders in the educational system for the purpose of sharing methods and findings of research and evaluation studies.

¹ For example, filters may be used on laptop screens to shield the views of others who are not authorized to see the videos.

Such recordings include those for which explicit and implicit consent was obtained. The recordings may be played in educational settings, because the recording was made in a public space where expectation of privacy is very low.

Recordings made in non-public spaces

Visitors recorded in a non-public space (e.g., focus groups or interviews conducted in classrooms or laboratory spaces) may have higher expectations of privacy, so such recordings require explicit consent in the form of a signed consent form. For participants who are minors, the consent form may be signed by a parent/guardian or by a non-parental accompanying adult. These two situations for minors lead to differences in where the recordings may be played.

Parental consent for minors recorded in a non-public space

For groups in which all minors have the consent of their parent or legal guardian, the recordings may be shown only in educational settings (defined above).

Non-parental consent for minors recorded in a non-public space

If one or more minors in a group does not have a parent or legal guardian present, an accompanying adult may sign the consent form, but the recordings may be played only in Exploratorium settings, defined as:

- Exploratorium researchers' offices, homes and other workspaces (e.g., airplanes), provided that only the researchers can see or hear the recordings well enough to identify any human subjects,
- in-house meetings of Exploratorium staff members, volunteers and/or visiting scholars for the purposes of sharing methods and findings of research and evaluation studies, and informing them to advance professional practice in the museum field, and
- meetings with non-Exploratorium researchers (if any) who are collaborating with us to analyze, interpret, or write up the data collected as part of research and evaluation projects.

Non-parental consent may not be obtained for minors in school groups.

The settings in which identifiable data may be shown, are summarized in the following tables and diagram.

Settings in which identifiable recordings may be played

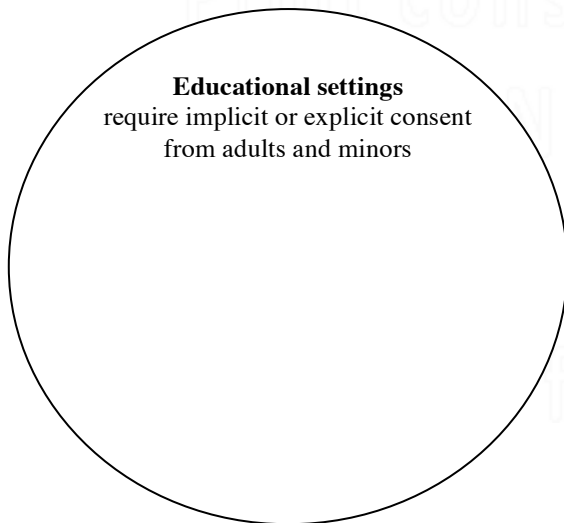
Adult giving consent	Recordings made in public spaces* may be shown in:	Recordings made in non-public spaces** may be shown in:
Parent	Educational settings	Educational settings
Non-parental adult	Educational settings	Exploratorium settings

*Implicit consent procedures are allowed.

** Implicit consent procedures are not allowed; signed consent form is required.

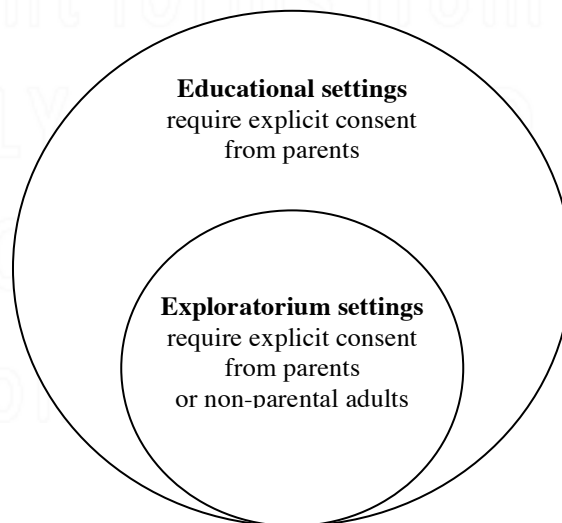
Recordings made in Public spaces

that are played in:



Recordings made in Non-Public spaces

that are played in:



Data may also be shared with Research Partners. Research Partners include researchers at universities and museums who are collaborating on Exploratorium research or evaluation projects. Any data sent to our partners would be analyzed for the purpose of furthering an Exploratorium project, rather than be "mined" for other, non-Exploratorium projects. The data sent to partners could include identifying information. For example, if a partner were conducting follow-up phone interviews with Exploratorium visitors, the partner would require participants' names and telephone numbers. Videotapes and audiotapes may also include identifying information such as visitors' images or voices. Identifying information will be shared with partners only when necessary.

Unless visitors have signed an additional release form allowing the Exploratorium to keep the data indefinitely, the data will be kept for a maximum of 10 years, after which they will be recycled (through reuse of tapes and recycling of paper). We wish to keep the data for 10 years to inform future exhibit, program and website refurbishment projects, which typically arise every 8-10 years.

Any publications or written reports of studies will exclude personal information about individual visitors.

"CURRENTLY APPROVED
CONSENT FORMS" folder,
not from here!