

Appendices

Appendix A: Ethical Approval Form



PG2 / E1 FORM

APPLICATION FOR ETHICAL APPROVAL

RESEARCH STUDENTS

This form is to be completed by the student within **SIX** months for full-time students and **TWELVE** months for part time students, after the commencement of the research degree or following progression to Part Two of your course.

Once complete, submit this form via the **MyTSD Doctoral College Portal** at (<https://mytsd.uwtsd.ac.uk>).

This document is also available in Welsh.

RESEARCH STAFF ONLY

All communications relating to this application during its processing must be in writing and emailed to pgresearch@uwtsd.ac.uk, with the title 'Ethical Approval' followed by your name.

STUDENTS ON UNDERGRADUATE OR TAUGHT MASTERS PROGRAMMES should submit this form (and receive the outcome) via systems explained to you by the supervisor/module leader.

In order for research to result in benefit and minimise risk of harm, it must be conducted ethically. A researcher may not be covered by the University's insurance if ethical approval has not been obtained prior to commencement.

The University follows the OECD Frascati manual definition of **research activity**: "creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications". As such this covers activities undertaken by members of staff, postgraduate research students, and both taught postgraduate and undergraduate students working on dissertations/projects.

The individual undertaking the research activity is known as the "principal researcher".

Ethical approval is not required for routine audits, performance reviews, quality assurance studies, testing within normal educational requirements, and literary or artistic criticism.

Please read the notes for guidance before completing ALL sections of the form.

This form must be completed and approved prior to undertaking any research activity. Please see Checklist for details of process for different categories of application.

SECTION A: About You (Principal Researcher)

1	Full Name:	Abigail Louise Sugden			
2	Tick all boxes that apply:	Member of staff:	☐	Honorary research fellow:	☐
	Undergraduate Student	☐	Taught Postgraduate Student	☒	Postgraduate Research Student
3	Institute/Academic Discipline/Centre:	UWTSd – Voice Study Centre			
4	Campus:	Carmarthen			
5	E-mail address:	abigail.sugden@virginmedia.com			
6	Contact Telephone Number:	07776124058			
For students:					
7	Student Number:	2225850			

April 2022

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PG2 Ethical Approval Form

8	Programme of Study:	MA Professional Practice
9	Director of Studies/Supervisor:	Louise Emanuel / Julie Crossman / Debbie Winter

SECTION B: Approval for Research Activity

1	Has the research activity received approval in principle? (please check the Guidance Notes as to the appropriate approval process for different levels of research by different categories of individual)	YES	☒	NO	☐
<i>Date</i>					
2	If Yes, please indicate source of approval (and date where known): <i>Approval in principle must be obtained from the relevant source prior to seeking ethical approval</i>	Research Degrees Committee	☐		
Institute Research Committee		☐			
Other (write in)		☒	WAPPAR Ethics Board Representative		

SECTION C: Internal and External Ethical Guidance Materials

Please list the core ethical guidance documents that have been referred to during the completion of this form (including any discipline-specific codes of research ethics, location-specific codes of research ethics, and also any specific ethical guidance relating to the proposed methodology). Please tick to confirm that your research proposal adheres to these codes and guidelines. You may add rows to this table if needed.	
1	UWTSD Research Ethics & Integrity Code of Practice ☒
2	UWTSD Research Data Management Policy ☒
3	[List any other relevant documents here] ☐

SECTION D: External Collaborative Research Activity

If there are external collaborators then you should gain consent from the contact persons to share their personal data with the university. If there are no external collaborators then leave this section blank and continue to section E.

1	Institution					
2	Contact person name					
3	Contact person e-mail address					
4	Is your research externally funded?	YES	☐	NO	☐	
5	Are you in receipt of a KESS scholarship?	YES	☐	NO	☐	
6	Are you specifically employed to undertake this research in either a paid or voluntary capacity?	Voluntary	YES	☐	NO	☐
7		Employed	YES	☐	NO	☐
8	Is the research being undertaken within an existing UWTSD Athrofa Professional Learning Partnership (APLP)?	If YES then the permission question below does not need to be answered.	YES	☐	NO	☐

9	Has permission to undertake the research has been provided by the partner organisation?	(If YES attach copy) If NO the application cannot continue	YES	☐	NO	☐
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Where research activity is carried out in collaboration with an external organisation

10	Does this organisation have its own ethics approval system?	YES	☐	NO	☐
	If Yes, please attach a copy of any final approval (or interim approval) from the organisation (this may be a copy of an email if appropriate).				

SECTION E: Details of Research Activity

1	Indicative title:	Living Truthfully in the Present Moment: Exploring the efficacy of the Meisner Technique in promoting an actor's sense of Present Moment Awareness			
2	Proposed start date:	6 th January 2025	Proposed end date:	22 nd August 2025	
	Introduction to the Research (maximum 300 words per section) Ensure that you write for a Non-Specialist Audience when outlining your response to the points below: <i>Purpose of Research Activity</i> <i>Proposed Research Question</i> <i>Aims of Research Activity</i> <i>Objectives of Research Activity</i> Demonstrate, briefly, how Existing Research has informed the proposed activity and explain <i>What the research activity will add to the body of knowledge</i> <i>How it addresses an area of importance.</i>				
3	Purpose of Research Activity The purpose of this research is to explore how existing acting pedagogy may be enhanced and embraced through the exploration of adopting a mindfulness-based approach to actor training. Existing literature indicates there may be interwoven characteristics shared between the Meisner Technique and present moment awareness, an aspect of mindfulness. This includes key principles such as attention and awareness of present moment experiences. There are limited examples of empirical study to support the inferences made by existing literature reviews and those we can infer from academic writing. Therefore, the purpose of this research is to explore the Meisner Technique and evaluate the efficacy of its impact on how actors perceive their experiences of and connection to the present moment. <i>(this box should expand as you type)</i>				
4	Research Question Does the Meisner Technique offer the potential to help instil and promote an actor's sense of present moment awareness? <i>(this box should expand as you type)</i>				
5	Aims of Research Activity •To facilitate the implementation of the Meisner Technique with actors, including those in pre-professional/professional training. •To understand how actors perceive their experiences of the present moment in their work. •To discover the ways in which the Meisner Technique may promote an actor's sense of the present moment.				

	•To consider how the Meisner Technique may help to create a mindfulness-based approach to actor training. (this box should expand as you type)					
6	Objectives of Research Activity •To explore the implementation of the Meisner Technique with actors, including those in pre-professional/professional training. •To evaluate how actors perceive their experiences of the present moment in their work. •To analyse the impact that the Meisner Technique may or may not have on an actor's perceived engagement with the present moment in their work. •To propose the potential influence the Meisner Technique has on creating a mindfulness-based approach to acting pedagogy. (this box should expand as you type)					
	Proposed methods (maximum 600 words) Provide a brief summary of all the methods that may be used in the research activity, making it clear what specific techniques may be used. If methods other than those listed in this section are deemed appropriate later, additional ethical approval for those methods will be needed. You do not need to justify the methods here, but should instead describe how you intend to collect the data necessary for you to complete your project.					
7	A mixed methods approach will be adopted as part of this project, including a literature review, quantitative and qualitative data collection. •Literature review to evaluate and consider existing body of literature. •Questionnaires ○ The State Mindfulness Scale (SMS; Tanay & Bernstein, 2013) is a Likert scale used to assess an individual's perceived experiences of present moment awareness. This will provide a numerical score that represents an individual's suggested perception of their present moment awareness during an activity or period of time, usually suggested at fifteen to twenty minutes. This aligns well with the implementation of the Meisner Technique in this study, with exercises typically lasting around fifteen to twenty minutes. The SMS will be completed before taking part in Meisner Technique exercises and just afterwards to collect responses that assess the impact of the Meisner Technique on the experiences of present moment awareness. The scores can then be compared to assess any impact. ○ Qualitative open-ended questions alongside the SMS will provide participants the opportunity to share their thoughts, feelings and reflection upon the aspects of the Meisner Technique and their perceived experiences of present moment awareness. (this box should expand as you type)					
	Location of research activity Identify all locations where research activity will take place.					
8	In-person workshops, the Midlands, England. (this box should expand as you type)					
	Research activity outside of the UK If research activity will take place overseas, you are responsible for ensuring that local ethical considerations are complied with and that the relevant permissions are sought. Specify any local guidelines (e.g. from local professional associations/learned societies/universities) that exist and whether these involve any ethical stipulations beyond those usual in the UK (provide details of any licenses or permissions required). Also specify whether there are any specific ethical issues raised by the local context in which the research activity is taking place, for example, particular cultural and/or legal sensitivities or vulnerabilities of participants. If you live in the country where you will do the research then please state this.					
9	(this box should expand as you type)					
10	<table border="1"> <tr> <td rowspan="2">Use of documentation not in the public domain: Are any documents NOT publicly available?</td> <td>NO</td> <td>☒</td> </tr> <tr> <td>YES</td> <td>☐</td> </tr> </table>	Use of documentation not in the public domain: Are any documents NOT publicly available?	NO	☒	YES	☐
Use of documentation not in the public domain: Are any documents NOT publicly available?	NO		☒			
	YES	☐				

11	If Yes, please provide details here of how you will gain access to specific documentation that is not in the public domain and that this is in accordance with the current data protection law of the country in question and that of England and Wales. <i>(this box should expand as you type)</i>
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Does your research relate to one or more of the seven aims of the Well-being of Future Generations (Wales) Act 2015?		YES	NO
12	A prosperous Wales	☐	☒
13	A resilient Wales	☐	☒
14	A healthier Wales	☐	☒
15	A more equal Wales	☐	☒
16	A Wales of cohesive communities	☐	☒
17	A Wales of vibrant culture and thriving Welsh language	☐	☒
18	A globally responsible Wales	☐	☒
19	If YES to any of the above, please give details:		
<i>(this box should expand as you type)</i>			

SECTION F: Scope of Research Activity

Will the research activity include:		YES	NO
1	Use of a questionnaire or similar research instrument?	☒	☐
2	Use of interviews?	☐	☒
3	Use of focus groups?	☐	☒
4	Use of participant diaries?	☐	☒
5	Use of video or audio recording?	☐	☒
6	Use of computer-generated log files?	☐	☒
7	Participant observation with their knowledge?	☒	☐
8	Participant observation without their knowledge?	☐	☒
9	Access to personal or confidential information without the participants' specific consent?	☐	☒
10	Administration of any questions, test stimuli, presentation that may be experienced as physically, mentally or emotionally harmful / offensive?	☐	☒
11	Performance of any acts which may cause embarrassment or affect self-esteem?	☒	☐
12	Investigation of participants involved in illegal activities?	☐	☒
13	Use of procedures that involve deception?	☐	☒
14	Administration of any substance, agent or placebo?	☐	☒
15	Working with live vertebrate animals?	☐	☒
16	Procedures that may have a negative impact on the environment?	☐	☒

17	Other primary data collection methods. Please indicate the type of data collection method(s) below.	☐ ☒
	Details of any other primary data collection method: (this box should expand as you type)	

If NO to every question, then the research activity is (ethically) low risk and may be exempt from some of the following sections (please refer to Guidance Notes).

If YES to any question, then no research activity should be undertaken until full ethical approval has been obtained.

SECTION G: Intended Participants

If there are no participants then do not complete this section, but go directly to section H.

Who are the intended participants:		YES	NO
1	Students or staff at the University?	☐	☒
2	Adults (over the age of 18 and competent to give consent)?	☒	☐
3	Vulnerable adults?	☐	☒
4	Children and Young People under the age of 18? (Consent from Parent, Carer or Guardian will be required)	☒	☐
5	Prisoners?	☐	☒
6	Young offenders?	☐	☒
7	Those who could be considered to have a particularly dependent relationship with the investigator or a gatekeeper?	☐	☒
8	People engaged in illegal activities?	☐	☒
9	Others. Please indicate the participants below, and specifically any group who may be unable to give consent.	☐	☒
	Details of any other participant groups: (this box should expand as you type)		

Participant numbers and source	
Provide an estimate of the expected number of participants. How will you identify participants and how will they be recruited?	
10	How many participants are expected? I aim to recruit 20 participants in total, aiming to collect at least 16 complete responses for use in the study. (this box should expand as you type)
11	Who will the participants be? Participants may be of any gender, aged sixteen and above, living in the UK. They will be acting students in pre-professional/professional training or actors still taking part in training/practice opportunities. They will have some acting training or experience, but do not need to identify as working or professional actors. (this box should expand as you type)
12	How will you identify the participants? The recruitment of participants will stem from convenience sampling, as I will share details of the study on my social media pages to attract individuals who may have previously worked with me, or taken classes with me. They will be encouraged to share the details with others they know who may be interested in this project, adopting snowball sampling to widen reach. (this box should expand as you type)

Information for participants:		YES	NO	N/A
13	Will you describe the main research procedures to participants in advance, so that they are informed about what to expect?	☒	☐	☐
14	Will you tell participants that their participation is voluntary?	☒	☐	☐
15	Will you obtain written consent for participation?	☒	☐	☐
16	Will you explain to participants that refusal to participate in the research will not affect their treatment or education (if relevant)?	☒	☐	☐
17	If the research is observational, will you ask participants for their consent to being observed?	☒	☐	☐
18	Will you tell participants that they may withdraw from the research at any time and for any reason?	☒	☐	☐
19	With questionnaires, will you give participants the option of omitting questions they do not want to answer?	☒	☐	☐
20	Will you tell participants that their data will be treated with full confidentiality and that, if published, it will not be identifiable as theirs?	☒	☐	☐
21	Will you debrief participants at the end of their participation, in a way appropriate to the type of research undertaken?	☒	☐	☐
22	If NO to any of above questions, please give an explanation			
<i>(this box should expand as you type)</i>				

Information for participants:		YES	NO	N/A
24	Will participants be paid?	☐	☒	☐
25	Is specialist electrical or other equipment to be used with participants?	☒	☐	☐
26	Are there any financial or other interests to the investigator or University arising from this study?	☐	☒	☐
27	Will the research activity involve deliberately misleading participants in any way, or the partial or full concealment of the specific study aims?	☐	☒	☐
28	If YES to any question, please provide full details			
Participants will need to use a digital device (such as a phone/tablet/laptop) in order to complete the online onboarding/consent form and then the digital questionnaires. <i>(this box should expand as you type)</i>				

SECTION H: Anticipated Risks

Outline any anticipated risks that may adversely affect any of the participants, the researchers and/or the University, and the steps that will be taken to address them.						
If you have completed a full risk assessment (for example as required by a laboratory, or external research collaborator) you may append that to this form.						
1	Full risk assessment completed and appended?	<table border="1"> <tr> <td>Yes</td> <td>☐</td> </tr> <tr> <td>No</td> <td>☒</td> </tr> </table>	Yes	☐	No	☒
Yes	☐					
No	☒					
2	Risks to participants For example: sector-specific health & safety, emotional distress, financial disclosure, physical harm, transfer of personal data, sensitive organisational information					
	Risk to participants: •Sharing of personal data.	How you will mitigate the risk to participants:				

	• Emotional distress due to the nature of acting and anything that may arise from improvisational work and performing material. • Health and safety during the in-person workshop sessions. <i>(this box should expand as you type)</i>	• Following GDPR guidelines and protecting all data shared. Anonymity of participants in the study and resulting paper. • Details on the research project will be shared with potential participants before they give consent so they are able to make an informed decision before agreeing to join, as well as being aware that they can leave the study at any point. I will have details of organisations and where participants can seek further professional support should they need it. • Ensuring all participants are dressed suitably to avoid slips and trips. Be aware of and follow the health and safety advice and policies of the studio hire, eg. fire escape procedures. <i>(this box should expand as you type)</i>
3	If research activity may include sensitive, embarrassing or upsetting topics (e.g. sexual activity, drug use) or issues likely to disclose information requiring further action (e.g. criminal activity), give details of the procedures to deal with these issues, including any support/advice (e.g. helpline numbers) to be offered to participants. Note that where applicable, consent procedures should make it clear that if something potentially or actually illegal is discovered in the course of a project, it may need to be disclosed to the proper authorities <i>(this box should expand as you type)</i>	
	<i>(this box should expand as you type)</i>	
4	Risks to the investigator For example: personal health & safety, physical harm, emotional distress, risk of accusation of harm/impropriety, conflict of interest	
	Risk to the investigator: • Low to no participant uptake • Participant withdrawal • Complaints against myself or research study <i>(this box should expand as you type)</i>	How you will mitigate the risk to the investigator: • Share study with more potential participants than I aim to include or be willing to take on a few more participants to help balance out any potential participants who don't join or leave the study. • Keep in contact with tutors for support and guidance. • Ensure to follow all correct procedures to protect against misconduct. <i>(this box should expand as you type)</i>
5	University/institutional risks For example: adverse publicity, financial loss, data protection	
	Risk to the University: • Risk to university's reputation should the research project not meet integrity and ethical obligations; plagiarism, fabrication, falsification, or data protection. • Data protection <i>(this box should expand as you type)</i>	How you will mitigate the risk to the University: • Ensure a level of scrutiny in understanding and following all guidelines in regard to integrity and ethical codes of conduct. Carry out the role of as principal researcher with a level of professionalism and respect in following codes of conduct. • Following GDPR guidelines. Protecting data shared. Anonymity of participants in the study. Participants may withdraw at any time and their information redacted/removed with all data deleted. <i>(this box should expand as you type)</i>
6	Environmental risks For example: accidental spillage of pollutants, damage to local ecosystems	
	Risk to the environment: <i>(this box should expand as you type)</i>	How you will mitigate the risk to environment: <i>(this box should expand as you type)</i>

Disclosure and Barring Service				
	If the research activity involves children or vulnerable adults, a Disclosure and Barring Service (DBS) certificate must be obtained before any contact with such participants.	YES	NO	N/A
7	Does your research require you to hold a current DBS Certificate?	☒	☐	☐
8	If YES, please give the certificate number. If the certificate number is not available please write "Pending"; in this case any ethical approval will be subject to providing the appropriate certificate number.	001834163831		

SECTION I: Feedback, Consent and Confidentiality

1	Feedback What de-briefing and feedback will be provided to participants, how will this be done and when?
	Participants will have my email address and will be told they can contact me at any time throughout the project or following its completion with any questions. They will also be aware they can ask to see my final report following its completion if they wish. <i>(this box should expand as you type)</i>
2	Informed consent Describe the arrangements to inform potential participants, before providing consent, of what is involved in participating. Describe the arrangements for participants to provide full consent before data collection begins. If gaining consent in this way is inappropriate, explain how consent will be obtained and recorded in accordance with prevailing data protection legislation.
	A consent form with information regarding the research project and what participants can expect will be provided before commencing with the project. Participants will be able to read details of the project and the process including the in-person workshops and online questionnaires. They will also be informed of data protection procedures before confirming their consent. There will be a question to check participant's age; those aged under sixteen will have an added question that includes parental/guardian consent before proceeding. <i>(this box should expand as you type)</i>
3	Confidentiality / Anonymity Set out how anonymity of participants and confidentiality will be ensured in any outputs. If anonymity is not being offered, explain why this is the case.
	Names of participants will be collected for contact purposes. Any medical information that is necessary to ensure their safe participation in an in-person workshop session and details of an emergency contact will also be taken. All data will be stored in password protected storage on my personal laptop which will not be shared. Throughout the research and in the study, participants will be referred to as participant A, B, C etc providing anonymity in the data. <i>(this box should expand as you type)</i>

SECTION J: Data Protection and Storage

	Does the research activity involve personal data (as defined by the General Data Protection Regulation 2016 "GDPR" and the Data Protection Act 2018 "DPA")?	YES	NO
1	"Personal data" means any information relating to an identified or identifiable natural person ('data subject'). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person. Any video or audio recordings of participants is considered to be personal data.	☒	☐
	If YES, provide a description of the data and explain why this data needs to be collected:		
2	Names and email addresses will be collected for contact purposes to provide details of the workshop sessions and send links to the online questionnaires. Any medical information that will be necessary to ensure safe participation in an in-person workshop session will also be collected.		

alongside details of an emergency contact. This will not be included in the research project, but to ensure participants are safe when partaking in the workshops. <i>(this box should expand as you type)</i>			
Does it involve special category data (as defined by the GDPR)?		YES	NO
3	"Special category data" means sensitive personal data consisting of information as to the data subjects' – (a) racial or ethnic origin, (b) political opinions, (c) religious beliefs or other beliefs of a similar nature, (d) membership of a trade union (within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992), (e) physical or mental health or condition, (f) sexual life, (g) genetics, (h) biometric data (as used for ID purposes),	☐	☒
If YES, provide a description of the special category data and explain why this data needs to be collected:			
4	<i>(this box should expand as you type)</i>		

Will data from the research activity (collected data, drafts of the thesis, or materials for publication) be stored in any of the following ways?		YES	NO
5	Manual files (i.e. in paper form)?	☐	☒
6	University computers?	☐	☒
7	Private company computers?	☐	☒
8	Home or other personal computers?	☒	☐
9	Laptop computers/ CDs/ Portable disk-drives/ memory sticks?	☐	☒
10	"Cloud" storage or websites?	☒	☐
11	Other – specify:	☐	☒
12	For all stored data, explain the measures in place to ensure the security of the data collected, data confidentiality, including details of backup procedures, password protection, encryption, anonymisation and pseudonymisation: All data will be kept in password protected storage on my personal laptop which will not be shared. This includes contact details, personal details and all data retrieved in regard to the study. <i>(this box should expand as you type)</i>		

Data Protection			
Will the research activity involve any of the following activities:		YES	NO
13	Electronic transfer of data in any form?	☒	☐
14	Sharing of data with others at the University outside of the immediate research team?	☐	☒
15	Sharing of data with other organisations?	☐	☒
16	Export of data outside the UK or importing of data from outside the UK?	☐	☒
17	Use of personal addresses, postcodes, faxes, emails or telephone numbers?	☒	☐
18	Publication of data that might allow identification of individuals?	☐	☒
19	Use of data management system?	☐	☒
20	Data archiving?	☐	☒

21	If YES to any question, please provide full details, explaining how this will be conducted in accordance with the GDPR and Data Protection Act (2018) (and any international equivalents, where appropriate):		
	All data will be kept in password protected storage on my personal laptop which will not be shared. This includes contact details and personal details such as medical conditions and emergency contacts necessary for holding in-person workshops. <i>(this box should expand as you type)</i>		
22	List all who will have access to the data generated by the research activity:		
	Myself, as principal researcher. Voice Study Centre tutors reviewing my work will only see anonymised data collection. <i>(this box should expand as you type)</i>		
23	List who will have control of, and act as custodian(s) for, data generated by the research activity:		
	Myself, Abigail Sugden <i>(this box should expand as you type)</i>		
24	Give details of data storage arrangements, including security measures in place to protect the data, where data will be stored, how long for, and in what form. Will data be archived – if so how and if not why not.		
	All data will be kept in password protected storage on my personal laptop which will not be shared. The data will be stored until the completion of this project and the submission of this assignment. It will then all be deleted. <i>(this box should expand as you type)</i>		
25	Please indicate if your data will be stored in the UWTSD Research Data Repository (see https://researchdata.uwtsd.ac.uk/). If so please explain. <i>(Most relevant to academic staff)</i>		
	No <i>(this box should expand as you type)</i>		
26	Confirm that you have read the UWTSD guidance on data management (see https://www.uwtsd.ac.uk/library/research-data-management/)	YES	☒
27	Confirm that you are aware that you need to keep all data until after your research has completed or the end of your funding	YES	☒

SECTION K: Declaration

	The information which I have provided is correct and complete to the best of my knowledge. I have attempted to identify any risks and issues related to the research activity and acknowledge my obligations and the rights of the participants. In submitting this application I hereby confirm that I undertake to ensure that the above named research activity will meet the University's Research Ethics and Integrity Code of Practice which is published on the website: https://www.uwtsd.ac.uk/research/research-ethics/	
1	Signature of applicant:	<i>as</i> Date: 14/11/2024

For STUDENT Submissions:

2	Director of Studies/Supervisor:	Laura James	Date: 31.01.2025
3	Signature:	<i>Laura James</i>	

For STAFF Submissions:

4	Academic Director/ Assistant Dean:		Date:
5	Signature:		

Checklist: Please complete the checklist below to ensure that you have completed the form according to the guidelines and attached any required documentation:

☒	I have read the guidance notes supplied before completing the form.
☒	I have completed ALL RELEVANT sections of the form in full.
☒	I confirm that the research activity has received approval in principle
☐	I have attached a copy of final/interim approval from external organisation (where appropriate)
☐	I have attached a full risk assessment (where appropriate) ONLY TICK IF YOU HAVE ATTACHED A FULL RISK ASSESSMENT
☒	I understand that it is my responsibility to ensure that the above named research activity will meet the University's Research Ethics and Integrity Code of Practice.
☒	I understand that before commencing data collection all documents aimed at respondents (including information sheets, consent forms, questionnaires, interview schedules etc.) must be confirmed by the DoS/Supervisor, module tutor or Academic Director.

RESEARCH STUDENTS ONLY Once complete, submit this form via the MyTSD Doctoral College Portal at (https://mytsd.uwtsd.ac.uk).
RESEARCH STAFF ONLY All communications relating to this application during its processing must be in writing and emailed to pgresearch@uwtsd.ac.uk, with the title 'Ethical Approval' followed by your name.
STUDENTS ON UNDERGRADUATE OR TAUGHT MASTERS PROGRAMMES should submit this form (and receive the outcome) via systems explained to you by the supervisor/module leader.

Appendix B: Letter of Approval

Abigail Sugden

Acting, Singing and Voice Coaching

08/11/2024

Dear UWTSD,

This confirmation is in regards to the research study 'Living Truthfully in the Present Moment: Exploring the efficacy of the Meisner Technique in promoting an actor's sense of Present Moment Awareness' by Abigail Sugden.

|

I confirm that I approve of the research proposed to be carried out by Abigail Sugden between February and April 2025.

Kind regards,

Abigail Sugden

Introduction to the Meisner Technique

I'm looking for performers who'd like to take part in a FREE Meisner Technique acting workshop as part of my research study for my MA in Performance Coaching.

The project aims to understand and evaluate how actors perceive their experiences of the present moment.

During the workshop we will explore some of the Meisner Technique's foundational exercises alongside some improvisation. Don't worry if you're new to the Meisner Technique, as this workshop will act as an introduction to some of the Key Meisner exercises.

Throughout the session there will be a series of short questionnaires for you to answer. Afterwards, I will then use the responses to analyse the impact the Meisner Technique may have on an actor's perceived engagement with the present moment.

This will be my final research project for my MA in Performance Coaching with the Voice Study Centre, validated by the University of Wales Trinity Saint David.

To take part you need to...

- Be aged 16 and above
- Live in the UK
- Have experience in acting or actor training



Thursday 24th July
10am to 2pm



Studio 79
St John Street,
Leicester, LE13WL



For further details on this research project and to confirm your participation, please follow this link ...
<https://forms.gle/muEZ6touNgfE6KdQ7>

The workshop is completely free, as I appreciate your time and help in me completing this final research project of my MA in Performance Coaching with the Voice Study Centre.



If you have any questions please get in touch. You can email me at hello.abigailsugden@gmail.com

Living Truthfully in the Present Moment

An exploration of the Meisner Technique within actor training

* Indicates required question

This research project questions whether the Meisner Technique offers the potential to help instil and promote an actor's sense of present moment awareness

Sanford Meisner referred to acting as "living truthfully under imaginary circumstances", with his methods rooted in behaviour and the belief that "an ounce of behaviour is worth a pound of words". Teachers of the Meisner Technique believe it trains actors to be observant and responsive moment to moment which is where the link to present moment awareness lies.

This research project aims to understand and evaluate how actors perceive their experiences of the present moment. It will explore the implementation of the Meisner Technique and analyse the impact it may have on an actor's perceived engagement with the present moment.

This project is part of the researcher, Abigail Sugden's, studies as part of the Voice Study Centre's MA in Performance Coaching. The research undertaken will form one of the assessment modules as part of the course. Ethical approval has been given by the Voice Study Centre and the awarding university, University of Wales Trinity Saint David.

If you'd like to be involved, there's the opportunity to take part in an in-person acting workshop exploring elements of the Meisner Technique based around the foundational exercises of Meisner's work. Throughout the workshop there will be a series of short questionnaires to complete, allowing for the collection of data aimed at assessing participants' perceived levels of present moment awareness.

Workshop Details

The workshop will take place on Sunday 8th June held at Studio 79, St John Street, Leicester, LE13WL.

The day will begin at 10am finishing at 2pm. There will be a short break mid-morning. Attendees are advised to bring refreshments.

Throughout the workshop you will get the opportunity to experience some of the foundational exercises of the Meisner Technique, working with others in pairs or small groups. There will be a series of short questionnaires to complete, allowing the collection of data surrounding your experiences and perceived levels of present moment awareness in relation to the Meisner Technique exercises.

The workshop will be led by Abigail Sugden, who is the sole researcher in the project. Abigail has over ten years experience in actor training, working across a variety of educational and specialist performing arts training settings. Her training includes The Actors Centre, Identity School of Acting and ArtsEd where she gained an MA in Acting. Other areas of study include Performance Anxiety, Vocal Health and Breathing for Performers. She has also completed courses including Children and Young People's Wellbeing and Children and Young People's Participation. She holds an enhanced DBS Certificate, Public Liability Insurance, First Aid Certification and has completed training in Safeguarding. Abigail specialises in pre-professional actor training with the aim of developing a mindfulness based approach towards actor training, combining existing acting methodology alongside an appreciation of the benefits of mindfulness. This research project is part of her overarching research into mindfulness based approaches to acting pedagogy.

Would you like to proceed with participating in this research project? *

- ☐ Yes please
- ☐ No thank you

In order to participate in this research project you will need to meet the inclusion criteria and give consent by completing the following questions.

Please note that if you are under 18, you will need the consent of a parent/guardian.

Can you confirm that you meet the following criteria in order to participate in this *
research project?

- ☐ You are aged sixteen and above
- ☐ You are living in the UK
- ☐ You have experience of current or recent actor training
- ☐ No, I don't meet the above criteria

Please indicate your age *

- ☐ Aged 18 and above
- ☐ Aged 16-17

If you are under 18 please confirm you have sought parent/guardian consent to *
participate in this research project.

- ☐ I confirm that I have parent/guardian consent to participate
- ☐ I do not have parent/guardian consent to participate
- ☐ I am 18 or over and do not require parent/guardian consent to participate

Do you consent and agree to participate in this research project which includes attending the one-day in-person workshop? *

- ☐ Yes, I do
- ☐ No, I don't

Do you agree to complete the questionnaires provided during the workshop in order to collect data? *

- ☐ Yes, I agree
- ☐ No, I don't agree

Do you understand that your participation in this research project is voluntary and that you may withdraw your consent and participation in this project at any time? *

To withdraw participation, please email Abigail at hello.abigailsugden@gmail.com

- ☐ Yes, I understand
- ☐ No, I do not
- ☐ Other: _____

Your Details

The following data collected will be used in relation to the in-person workshop. This will not form the data included in the project's research or report.

It will be used to share details of the workshop with you, as well as ensure a level of safety, providing assurance for yourself and I during the workshop. I will require your email address, details of any medical conditions you may have, as well as the name and phone number of an emergency contact.

All details will be collected and stored in adherence with GDPR guidelines.

Please give your full name *

Your answer

Please provide your email address *

Your answer

Please provide the name and phone number of at least one emergency contact. *
You can provide a second if you wish. This will only be used in the case of an emergency during the in-person workshop.

Your answer

Do you have any medical conditions or injuries that I should be aware of ahead of you partaking in the in-person workshop? *

Please confirm, answering either 'yes' or 'no'. If the answer is yes, please provide details.

For example, please let me know if you have asthma and carry an inhaler, or any allergies and carry an adrenaline auto-injector (EpiPen or similar).

Your answer

Do you consent to the collection and use of your personal information for the purposes of the in-person workshop? This includes your contact details and those of your emergency contact(s) as well as any medical details if relevant. *

(All information will be treated and carried out in line with GDPR guidelines.)

- ☐ Yes, I do consent
- ☐ No, I don't consent

As previously mentioned, throughout the workshop a series of short questionnaires will be provided for you to complete. These responses will remain anonymous, with codes to identify each participant. This is the data that will be compiled as part of this research project. *

Do you consent to the use of the data collected in this research project for the purpose of compiling research for the researcher's MA course?

(All data will be treated and carried out in line with GDPR guidelines, personal identities will be kept anonymous in the research summary report.)

- ☐ Yes, I do consent
- ☐ No, I don't consent

Thank you for your interest in participating in this research project. Your support is much appreciated.

Please confirm the details you have provided are accurate. *

☐ The details I have provided are accurate

If you meet the required inclusion criteria I will be in touch shortly to welcome you *
to the project. I will also confirm details of the in-person workshop shortly.

Please submit your response below.

Many thanks.

☐ Submit

Appendix E: State Mindfulness Scale (Tanay & Bernstein, 2013)

The State Mindfulness Scale

(Tanay and Bernstein, 2013)

Please indicate the degree to which each of the statements below describes what you have just experienced.

Please use a scale where 1 = not at all and 5 = very well

1	I was aware of different emotions that arose in me	
2	I tried to pay attention to pleasant and unpleasant sensations	
3	I found some of my experiences interesting	
4	I noticed many small details of my experience	
5	I felt aware of what was happening inside of me	
6	I noticed pleasant and unpleasant emotions	
7	I actively explored my experience in the moment	
8	I clearly physically felt what was going on in my body	
9	I changed my body posture and paid attention to the physical process of moving	
10	I felt that I was experiencing the present moment fully	
11	I noticed pleasant and unpleasant thoughts	
12	I noticed emotions come and go	
13	I noticed various sensations caused by my surroundings	
14	I noticed physical sensations come and go	
15	I had moments when I felt alert and aware	
16	I felt closely connected to the present moment	
17	I noticed thoughts come and go	
18	I felt in contact with my body	
19	I was aware of what was going on in my mind	
20	It was interesting to see the patterns of my thinking	
21	I noticed some pleasant and unpleasant physical sensations	

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Workshop

Thank you for taking part in today's workshop. Your support is much appreciated.

In addition to the Likert Scale surveys you've completed within the workshop, there is one final additional questionnaire. This is completely optional, but offers you the opportunity to reflect on your experiences and provide any additional feedback.

Would you like to proceed with participating in this questionnaire? *

- ☐ Yes please
- ☐ No thank you

As detailed in the initial consent form completed, your responses will remain anonymous, with codes to identify each participant. This data will be compiled as part of this research project. *

Do you consent to the use of the data collected in this research project for the purpose of compiling research for the researcher's MA course?

(All data will be treated and carried out in line with GDPR guidelines, personal identities will be kept anonymous in the research summary report.)

- ☐ Yes, I do consent
- ☐ No, I don't consent

Questions

The first few questions relate to your general acting practice.
The final few questions relate to today's workshop.
Please answer in as much detail and honesty as you like.

When acting, are you aware of experiencing moments of present moment awareness or mind wandering? Please feel free to answer in relation to acting practice, rehearsals or performances. *

Your answer

How would you describe your experiences of staying present when acting? Please feel free to answer in relation to acting practice, rehearsals or performances. *

Your answer

What challenges, if any, do you believe actors face when staying present whilst acting? Please feel free to answer in relation to acting practice, rehearsals or performances. *

Your answer

What challenges, if any, do you personally face when staying present whilst acting? Please feel free to answer in relation to acting practice, rehearsals or performances. *

Your answer

In relation to today's workshop, how did you find the Meisner Technique exercises? How would you describe your experience of these? *

Your answer

What challenges, if any, did you face with the Meisner Technique exercises? *

Your answer

To what extent do you believe the Meisner Technique exercises impacted your experiences of present moment awareness? *

Your answer

Is there anything else you would like to add or give feedback on?

If you would like to be sent a copy of this research project once completed, please let me know.

Your answer

Thank you for participating in this research project. Your support is much appreciated.

Appendix G: Three Moment Exercise (Sparks, 2023, p.55-67)

“Set Up: Two actors sit in chairs facing each other. The distance between them ideally should be knees are close to one another but not touching. What this gives is the dynamic of no starting contact but being very much ‘in each other’s space.’”

“It doesn’t matter who starts the exercise, but whoever starts becomes partner A. Here then is the layout of the exercise: Moment 1: A makes an observation about B. Moment 2: B repeats the observation. Moment 3: A says what they saw in moment 2. After a pause happens, the same exercise begins only now with partner B starting. Once they are finished, it’s A’s turn again. It’s a simple, cyclical exercise, and the pause in between rounds encourages everyone to not make a race out of it and memorize the structure.”

“An example from Chris and Stefania.

(Moment 1) Chris: You’ve got black hair.

(Moment 2) Stefania: I’ve got black hair. (smiles)

(Moment 3) Chris: You smiled.”

“A begins by making a truthful observation of partner B. This is moment 1.

B repeats the observation as they hear it from their point of view. This is moment 2.

A says what they saw in moment 2. This is moment 3 and the end of the exercise.

A and B take a moment to reset, and now it is B’s turn to begin the exercise.”

Appendix H: You-I Repetition Exercise (Sparks, 2023, p.131-132)

“In the previous repetition exercise, one partner began with a simple observation based on the hierarchy of observations. Their partner would repeat back word for word what they heard. Then the person who began the exercise would repeat back word for word the phrase they heard, and the exercise would go on like this.”

“Now we’re going to make a small but important modification to the exercise ... [Richard] will begin by making an observation of Michael, same as before. The change comes when Michael repeats. He will now repeat word for word what he hears, but from his own point of view. The exercise will continue on in the same way until they are stopped...”

(Michael opens his bag to get a tissue)

Richard: You’re Mary Poppins.

Michael: I’m Mary Poppins. (Goes red, wipes his eyes, puts the tissue away)

Richard: You’re Mary Poppins. (Laughs deeply)

Michael: I’m Mary Poppins. (Shakes head, then laughs)”

“In the three moment exercise, the depth is more of a hint as to what is on offer, a means to get you further engaged and sharpen the specificity of your observations. In repetition, however, the values are flipped, wherein a specific observation unveils a vast world of possible dynamics between you and your partner. Since you are releasing impulses brought out by them, the experience becomes personal, the depth compounding significantly and quickly. This new version of repetition slightly shifts your relationship to the text.”

Appendix I: Participant SMS Scores

State Mindfulness Scale Scores

Participant	Initial Improvisation SMS Score	Three Moment Exercise SMS Score	Repetition Exercise SMS Score	Final Improvisation SMS Score
A	59	87	97	98
B	59	62	79	85
C	59	66	71	75
D	70	76	88	97
E	56	84	94	95
F	57	84	94	95
G	57	85	95	96
H	54	81	91	93
I	54	82	92	93
J	56	84	94	95
K	59	63	68	70
L	60	64	69	71
M	59	64	69	71
N	56	60	62	69
O	57	61	66	70
P	60	63	68	72
Q	67	73	85	94
R	68	74	86	95
S	67	74	86	95
T	66	71	82	91
U	65	71	83	92
V	67	73	85	94