

## **Data Management Plan - Overview**

*A Data Management plan based on the Template: Researcher Guidance for Data Management Plan by Science Europe Template.*

**Project title:** FLO

**Creator:** Novella Tedesco

**Affiliation:** University of Bologna

### **Project abstract:**

FLO, The European Fluid Languages Observatory, is a Ph.D. project which aims at bringing together research, documentation, practices about cultural and linguistic fluidity.

In the era of digital transformation, unprecedented migratory flows and mobility, super-diversity has become the essence of today's society. As fundamental elements in cultural and social processes, languages are our primary means of communication with the world, they are at the basis of community building: languages represent who we are. And, in the ever-changing liquid reality which we all are living our languages assume a fluid shape, they change along with the people we meet, the place where we live, the books we read, the films we watch, the networks we are part of, and the experiences we make.

From a sociolinguistic perspective, FLO's purpose is to collect different types of evidence regarding the way communication occurs in transcultural superdiverse contexts, in particular focusing on digital nomad communities around Europe.

Digital nomads are people who work remotely, often in the digital labour market, while adopting a travelling lifestyle. At present, communities of digital nomads, based on digital networking and communal life habits and practices, are rising around the world. In Europe, the biggest communities of digital nomads can be found in the Canary Islands (Spain), in Madeira and the Algarve Peninsula (Portugal) and in Bankso, a Bulgarian village, but many more communities are getting larger and larger. These communities feature intense plurilingualism and use of translanguaging strategies for communication, in order to build transcultural spaces of interaction where new nomadic identities find space for recognition and belonging.

**Start date:** 01/11/2022

**End date:** 31/10/2025

**Copyright information:**

The above plan creator(s) have agreed that others may use as much of the text of this plan as they would like in their own plans, and customise it as necessary. You will need to credit the creator(s) as the source of the language used, but using any of the plan's text does not imply that the creator(s) endorse, or have any relationship to, your project or proposal.

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## **Data description, collection and re-use**

**What data will be collected:** Ethnographic data; questionnaire data; spoken language data.

**How new data will be collected:** The ethnographic data will be collected through on field and online observation, with a participatory community-based approach (Beckett et al., 2022)<sup>1</sup>; the ethnographic data will also include recorded interviews, photographs of events and places, screenshots from social network posts and communications; the questionnaire data will be collected online using LimeSurvey, participants are selected on a voluntary basis; the spoken language data will be collected through audio-recording of natural-occurring conversations in informal settings (in particular, at social events in the communities of digital nomads based in Canary Islands and Madeira Islands). These data will then be transcribed and transcriptions will be treated as a separate dataset.

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## **Documentation and data quality**

- *Questionnaire responses*

**Documentation accompanying data:** Questionnaire's structure and questions, readme.txt

**Metadata accompanying data:** Authors and Contributors, Corresponding Author's Email, Title, Description, key-words, Bibliography, Academic field, University Department, IP Address, Date, Type of License. time and date of response submission.

**Data quality control:** All responses are collected upon agreement with the Privacy Policy and Legal documentation, included in the online questionnaire (Appendix A.0). The settings on LimeSurvey, the software used to develop the questionnaire and collect responses, ensure that every response is related to a unique participant. Participants, despite being chosen on a voluntary basis, are considered to be representative of the group under study through a set

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<sup>1</sup> Beckett, L. K., Lu, F., Sabati, S. (2022). Beyond Inclusion: Cultivating a Critical Sense of Belonging through Community-Engaged Research. *SocialSciences*, 11: 132.

of preliminary questions. Moreover, date and time sampling has been performed in some co-workings and digital nomad meet-up events in Madeira and Canary Islands to randomize the sample of participants.

Moreover, empty responses are cancelled from the dataset, and incomplete responses are signaled.

From a technical perspective, data FAIRness is ensured by applying data sharing and formats standards of the scientific community in the field of corpus and socio-linguistics.

- ***Recorded interviews***

**Documentation accompanying data:** Legal documentation (Appendix A.1), transcript summaries in the form of blog articles

**Metadata accompanying data:** Date, location, Author, Personal information of the interviewed.

**Data quality control:** Data quality is ensured by the use of a highly performing software for audio recording (MOTIV Audio) and external noise reduction will be applied if needed. These data will not be deposited on any online repository but will be transcribed and pieces of transcripts will be published when relevant.

- ***Pictures from ethnographic research***

**Documentation accompanying data:** Legal documentation (Appendix A.2), of the people involved – in case there are participants who are recognizable.

**Metadata accompanying data:** Date, location (also on the web), description notes.

**Data quality control:** These data will not be deposited on any online repository but will be used in presentations and publications if relevant. In these cases, the highest possible quality of images will be used.

- ***Spoken language data***

**Documentation accompanying data:** Legal documentation (Appendix A.3), contextual metadata (Appendix B); readme.txt.

**Metadata accompanying data:** Authors and Contributors, Corresponding Author's Email, Title, Description, key-words, Bibliography, Academic field, University Department, IP Address, Date, Type of License.

**Data quality control:** Data quality is ensured by the use of a highly performing software for audio recording (MOTIV Audio) and external noise reduction will be applied if needed. Microphones are placed in the best possible position to get the best audio quality and locations with little noise are chosen as settings for the data collection. The researcher checks that microphones maintain the most convenient position throughout the data collection procedure.

- ***Transcriptions of spoken language data***

**Documentation accompanying data:** Legal documentation (Appendix A.3), contextual metadata, linguistic annotation, readme.txt.

**Metadata accompanying data:** Authors and Contributors, Corresponding Author's Email, Title, Description, key-words, Bibliography, Academic field, University Department, IP Address, Date, Type of License.

**Data quality control:** After automatic transcription which will be done employing the best-performing software for speech-to-text transcription based on LLMs, transcripts will be revised on ELAN by the researchers. In case of doubts, help and further revision will be provided by external experts supervised by the responsible researcher and the data will be displayed on the researcher's device.

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## **Storage and back-up during the research process**

**How data and metadata will be stored and backed-up during the research process:** During the research process data are stored both in an encrypted folder on the personal laptop of the researcher, on external hard-disk and on the Microsoft cloud (Onedrive) of the university account. Security on the computers used for data processing is periodically reinforced by strong passwords and antivirus scan.

**How data security and protection of sensitive data will be taken care of during the research:** The University of Bologna's cloud is located in European servers. Data processing will be carried out in compliance with GDPR, as explained in the consent forms (Appendices A).

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## **Legal and ethical requirements, codes of conduct**

**How compliance with legislation on personal data and data security will be ensured:**

Data processing will be carried out in compliance with GDPR, as explained in the consent forms (Appendices A). These documents have been analysed and approved by the Bioethical Committee of the University of Bologna (Appendix C).

More specifically, survey data will be anonymized before publication. Language data will be pseudo-anonymized and recordings will only be published with restricted access. If some parts of a recording are found to be so interesting that their publication would substantially improve the results of the research, the participants will be contacted via email and their explicit consent will be asked.

**How other legal issues, such as intellectual property rights and ownership, will be managed:**

Every step of the research which involves data has been discussed with the Privacy Office of the University of Bologna. As for intellectual property and ownership, which particularly relates to the use of images and short phrases, they will be paraphrased and described in publications and will only be published after explicit consent given by the person who produced the image/text.

**Ethical issues and codes of conduct:** The code of conduct of the researcher throughout research is in line with the procedures of informed consensus discussed with the Bioethical Committee of the University of Bologna. Any ethical issues have been discussed with the Bioethical Committee of the University of Bologna, which gave its anonymous approval (Appendix C).

Moreover, the researcher is devoted to describe the ethical aspects of participatory ethnographic approach to research in the Ph.D. thesis, as well as her position within the community under study.

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## **Data sharing and long-term preservation**

**How and when data will be shared:** Qualitative analysis involving the presentation of small part of data will be shared during conference presentations or in academic publications before the end of the project (December, 2025). Field notes and pictures from the ethnographic research may be used within the thesis, which, once discussed, will be published in open-access mode. Academic publications which may derive from the project might contain data of the same nature as above.

The transcripts of the spoken data will be organized into a corpus and will be shared on the Italian CLARIN repository after the end of the project. The spoken data will be shared on the same location, but with restricted accesses.

**What type of data will be preserved:** After pseudo-anonymization procedures all data will be preserved long-term. Raw data will be preserved on the Microsoft Cloud of the University of Bologna through the application OneDrive. These data, containing personal information, will

also be also stored on a separated hard-disk, property of the responsible researcher for 10 years after the research.

**Where data will be preserved long-term:** Some of the datasets will be stored on institutional repositories, as follows.

Pilot Survey Data: AMSActa – the institutional repository of the University of Bologna. These data will be preserved in an open-access format.

Survey Data: AMSActa - These data will be preserved in an open-access format.

Spoken Data: ILC4CLARIN

Transcripts of spoken data: ILC4CLARIN

**What methods or software tools are needed to access and use data:** The main data product, i.e. the corpus of transcribed spoken interactions, can be downloaded as simple .txt / .xml or used in corpus concordancers such as AntConc. Moreover, the corpus will be uploaded on the platform No SketchEngine.

Survey data can be accessed through Excel or any other .csv readers, as they are available in different formats.

Spoken data can be accessed through an audio player, after the data are released to the requesting person by the responsible researcher.

**How the application of a unique persistent identifier to each dataset will be ensured:** Through deposit in qualified repositories (either a DOI or a Handle will be assigned to each dataset).

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## **Data management responsibilities and resources**

**Who is responsible for the data management:** Novella Tedesco

**What resources will be dedicated to data management and ensuring that data will be FAIR:**

Data management is a fundamental part of the FLO project. Indeed, one of the primary aims of the project is building resources to investigate sociolinguistic variation in English and plurilingual transcultural communication happening in culturally superdiverse contexts. For this reason, the present document is constantly updated and has been developed by the responsible researcher with the precious help of the Privacy Office and the Data Steward team of the University of Bologna, particularly with the researcher Bianca Gualandi. Moreover, the repositories where data are deposited apply quality checks on the data. Finally, it should be noted that each dataset includes a detailed readme.txt file where indications about compiling procedures and possible uses of the datasets are explained.

## **Appendix A.0 – Consent form and privacy notice for questionnaire responses**

### **Participant information sheet and consent form: questionnaire**

**Project title: “Fluid languages for fluid communities: a translanguaging approach to the study of digital nomads’ communication in Europe”**

#### **1. Project and responsible people**

You are kindly invited to take part in the online survey ‘Where’s your language at?’, part of the wider scientific project named “FLO – the European Fluid Languages Observatory”. The responsible researchers for the study are Silvia Bernardini, Professor at the University of Bologna, and Novella Tedesco, Ph.D. candidate at the University of Bologna, who is also the contact person for this study.

Before you decide to take part in this study it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully and discuss it with others if you wish. A member of the team can be contacted if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part.

#### **2. Project description and objectives**

The FLO project aims to investigate new communication practices and the use of English as a lingua franca (ELF) within the European communities of digital nomads. On the one hand, ethnographic and linguistic data are collected to gain insights about processes of identity construction and (self)representation, knowledge sharing and community building within the European communities of digital nomads, in particular focusing on the communities based in some regions of Spain, Portugal and Malta. On the other hand, the project has been conceived with the objective of proposing a translanguaging approach to foreign language teaching focused on successful intercultural communication strategies and the development of a transcultural consciousness. To achieve these goals, the researchers involved in the project are engaged in data collection and analysis through the online questionnaire aimed at gaining ethnographic, sociological and sociolinguistics information about digital nomads in Europe, their social and educational background, their linguistic attitudes and behaviours.

#### **3. Why have I been chosen?**

Participation is open to any people who regard themselves as digital nomad.

#### **4. What do I have to do?**

Participation in the FLO research project by filling in the questionnaire involves answering multiple-choice questions as well as other types of questions. It is voluntary and free of charge. Participation in the survey by means of a questionnaire does not require personal data and contact details to be provided, but this possibility is envisaged in the event that the participant is willing to be contacted in order to participate in other stages of the research. The questions concern the definition of 'digital nomad' and the phenomenon of digital nomadism, travel habits, lifestyle, the use of English as a lingua franca and communicative strategies employed in intercultural communication contexts, attendance to language courses, level of education and occupation of the participants.

#### **5. What will happen to me if I take part?**

Participation in the study is voluntary and free of charge. For the participants, collaboration does not entail any kind of risk or inconvenience. The researchers expect information on the habits, behaviour and lifestyle of the digital nomad community under investigation, as well as information on the linguistic behaviour and communicative strategies adopted by the participants in transcultural communication situations taking place in informal contexts.

#### **6. Withdrawal from participation**

You have the right to withdraw your consent to participate in this study at any time, even without prior notice or specific reasons.

#### **7. What will happen to the results of the project?**

You have the right to request information on the results and outcome of the research. If you wish to stay up-to-date on the progress and preliminary results of the research, you can follow our updates via social networks, on Instagram ([the.nomad.linguist](https://www.instagram.com/thenomadlinguist)), or visit our website [thenomadlinguist.eu](http://thenomadlinguist.eu). You can also contact the project responsible at any time by emailing [novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it).

In the event information relating to dangerous health conditions, committed crimes, behaviour or events in personal life that have harmed or may harm the participant in the study or others is obtained accidentally, this information will be treated as stated in the incidental data management document. To view this document, you may contact Novella Tedesco. Depending on the severity of the incident and the people involved, the researchers will decide whether to contact the person concerned or the relevant authorities. In any case, these results will not be disclosed without the explicit consent of the participant.

#### **8. Anonymity**

Data will be processed to eliminate any references that might allow individual statements to be linked to a specific person. Under no circumstances will any brief quotations be traced back to individual persons.

#### **8. Contacts**

For any information and clarification on this study or for any needs, please contact researchers Novella Tedesco ([novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it)) and Silvia Bernardini ([silvia.bernardini@unibo.it](mailto:silvia.bernardini@unibo.it)) who are at your disposal for further information or clarification.

#### **Informed consent form**

Name \_\_\_\_\_ Address \_\_\_\_\_

- I confirm that I have read and understand the Participant Information Sheet and any information given orally by the investigator;
- I understand that my participation is voluntary and that I am free to withdraw at any time without giving a reason;
- I have understood all the requirements and risks deriving from my participation in the project;
- I understand that all personal information will remain confidential and that all efforts will be made to ensure I cannot be identified (except as might be required by law);
- I agree that data gathered in this study may be stored anonymously and securely, and may be used for future research.
- I agree to receive information regarding any incidental results that may concern me.

I AGREE TO TAKE PART IN THE STUDY, aware that such consent is freely given and may be revoked at any time without disadvantage or prejudice.

\_\_\_\_\_, \_\_\_\_\_  
(place and date)

\_\_\_\_\_  
(signature of the participant)

\_\_\_\_\_  
(signature of the investigator)

## **Privacy Notice** in compliance with UE GDPR

You are participating in scientific research about the communities of digital nomads in Europe. This privacy notice informs you about the processing of your personal data as part of the research. You have a legal right to receive this information in accordance with the European Union legislation.

### **DATA CONTROLLER**

#### ▪ **Titolare del Trattamento**

Alma Mater Studiorum – Università di Bologna (sede legale: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [privacy@unibo.it](mailto:privacy@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it)).

#### ▪ **Responsabile della Protezione dei Dati personali di Alma Mater Studiorum – Università di Bologna**

Sede legale: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [dpo@unibo.it](mailto:dpo@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it).

### **RESPONSIBLE PERSON FOR PERSONAL DATA PROCESSING AND RESEARCH TEAM**

- **Novella Tedesco** ([novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it))
- Silvia Bernardini ([silvia.bernardini@unibo.it](mailto:silvia.bernardini@unibo.it))
- Cristiana Cervini ([cristiana.cervini@unibo.it](mailto:cristiana.cervini@unibo.it)).

### **DATA PROCESSING**

Your personal data will be handled confidentially and without disclosing them to any outsiders. They will be processed and anonymized by the researchers before result publications of any kinds.

### **(A) PARTICIPATION IN RESEARCH, RELATED OPERATIONS AND ACTIVITIES**

If you agree to participate in this research, some of your personal data will be collected through an online survey accessible at [thenomadlinguist.eu/wheresyourlanguageat](http://thenomadlinguist.eu/wheresyourlanguageat).

The information you provide will be processed by Novella Tedesco, which will replace all identification data with a code. Please note that your data will only be subject to anonymisation after two years as, within that period,

1 - You may be asked to participate in other questionnaires, interviews or focus groups, which will also be compared and processed in the light of the answers already provided;

2 - It is in the University's interest to be able to contact you again to discuss certain aspects of the research in greater detail and to keep you informed, should you wish, about the results of the research;

3 - It is in the University's interest to be able to contact you again if you have expressed a willingness to participate in linguistic data collection;

4 - It is in the University's interest to contact you again if you have expressed a willingness to participate in targeted interviews or focus groups.

The data collected and archived for the purpose of the study in question, once anonymised, will be retained indefinitely and will constitute reusable resources for institutions, individuals and the scientific community.

Age and nationality of participants may be disclosed while maintaining anonymity.

#### **(A1) INFORMATION ON DISSEMINATION**

Data will only be disseminated in a strictly anonymous form, e.g. through scientific publications, statistics and scientific conferences.

#### **(B) DATA STORAGE FOR FUTURE RESEARCH ACTIVITIES**

Considering that new findings may indicate unprecedented research opportunities for researchers or allow for further study and research on data particular to the study in question, it is possible to allow prolonged storage of the data in non-anonymised form for a period of time of more than two years after the conclusion of this study for possible future research activities and, if necessary, to contact you again to have you express your specific consent for new research, if you so wish.

If, on the other hand, you refuse to consent to the processing described herein, your data will be deleted or anonymised immediately upon expiry of the retention period indicated in (A).

#### **(C) DATA STORAGE FOR ADMINISTRATIVE PURPOSES**

Your data will also be processed for administrative accounting purposes and retained for as long as is strictly necessary for the pursuit of those purposes, with the exception of the ten-year period to ensure the tax, accounting and administrative requirements required by law and, probably, for a longer period, which cannot be determined in advance, as a consequence of various conditions for the lawfulness of the processing (e.g. legal actions making processing necessary for more than ten years).

#### **LEGAL BASIS AND NATURE OF THE DATA PROVISION**

The legal basis for the processing referred to in points (A), (A1) and (B) above lies in consent, pursuant to Article 6, first paragraph, letter a) of Regulation (EU) 2016/679 (General Data Protection Regulation) and, in the case of data falling into special categories, Article 9, second paragraph, letter a) of Regulation (EU) 2016/679. Consent to processing for the purposes described above is optional.

However, it is specified that the provision of data for the purposes set out in points (A) and (A1) is not obligatory but is essential for the realisation of the purposes described. Refusal to grant them will therefore not allow you to participate in the research in question.

The provision of data for the purposes described in (B) is optional, not resulting from a regulatory obligation, but it is necessary to allow the data to be kept for a longer period than the period envisaged for the conclusion of the present study in order to guarantee future research activities and, if necessary, to contact you again so that you may express your

specific consent for a new research. Failure to provide data for these purposes will only result in the impossibility of carrying out what has been described above.

The provision of data for the purposes described in point (C) is necessary in order to comply with legal obligations regarding the retention of administrative and accounting documents. In this case, the legal basis can be found in Article 6(1)(c) and (e) of Regulation (EU) 2016/679.

## **RIGHTS OF THE DATA SUBJECT**

### Cancellation of consent (GDPR, Article 7)

You have the right to cancel your consent if the processing of personal data is based on consent. Such a cancellation has no impact on the lawfulness of consent-based processing conducted before the cancellation of consent.

### Right to access your personal data (GDPR, Article 15)

You have the right to get to know whether and which personal data of yours are processed. If you wish, you can also request a copy of your personal data to be processed.

### Right to rectification (GDPR, Article 16)

If there are any inaccuracies or errors in your personal data to be processed, you are entitled to request that these be rectified or supplemented.

### Right to erasure (GDPR, Article 17)

You have the right to demand in some cases that your personal data be erased. However, the right of erasure is not applicable if the erasure would prevent or greatly hinder reaching the goal of processing in a scientific research.

### Right to restriction of processing (GDPR, Article 18)

You have the right to restrict the processing of your personal data in some cases, like when you challenge the correctness of your personal data.

### Right to data portability (GDPR, Article 20)

You have the right to receive your submitted personal data in an organised, generally used and machine-readable format, and also the right to transfer the data to another Data Controller if possible and processing takes place automatically.

### Deviating from the rights

In some individual cases, it is possible to deviate from the described rights on the grounds stipulated in the GDPR and the Data Protection Act insofar as the rights would prevent or greatly hinder reaching the goals of scientific or historical research or statistical purposes. The need for deviating from the rights is always assessed case-specifically. It is also possible to deviate from the rights if the data subject cannot, or cannot any longer, be identified.

### **Archiving**

When personal data are processed for archiving purposes serving a public interest, the data subjects do not generally have the above-described rights. The authenticity, reliability, and research value of archived materials would be at risk if the personal data included were changed. Deviation from data subject rights is based on the Data Protection Act, section 32, and the GDPR, Article 17.3.

### Profiling and automatised decision-making

In this research, your personal data will not be used for any automatic decision-making. In this research, the purpose of the processing of personal data is not to assess your personal qualities, i.e. profiling, but personal data and qualities are considered from the perspective of broader scientific research.

## **INCIDENTAL RESULTS**

In the event information relating to dangerous health conditions, committed crimes, behaviour or events in personal life that have harmed or may harm the participant in the study or others is obtained accidentally, this information will be treated as stated in the incidental data management document. To view this document, you may contact Novella

Tedesco. Depending on the severity of the incident and the people involved, the researchers will decide whether to contact the person concerned or the relevant authorities. In any case, these results will not be disclosed without the explicit consent of the participant.

## **PERSONAL DATA PROCESSING CONSENT FORM**

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

- I agree to my personal data being stored and processed for scientific and statistical research for the purposes above described (Section A) – NECESSARY for the participation in the research;
- I agree to my personal data being processed and disclosed in publications for the research purposes above described (Section A1) – NOT NECESSARY for the participation in the research;
- I agree to my personal data being stored and used after the present research has concluded (Section B) – NOT NECESSARY for the participation in the research.

Date

Signature

\_\_\_\_\_

\_\_\_\_\_

### **Appendix A.1 – Consent form and privacy notice for recorded interviews**

#### **Participant information sheet and consent form: recorded interview**

**Project title: “Fluid languages for fluid communities: a translanguaging approach to the study of digital nomads’ communication in Europe”**

#### **1. Project and responsible people**

You are kindly invited to take part in an interview for [FLO](#), the European Fluid Languages Observatory, in the framework of a research into informal plurilingual and intercultural communication within the communities of digital nomads in Europe. The responsible researchers for the study are Silvia Bernardini, Professor at the University of Bologna, and [Novella Tedesco](#), Ph.D. candidate at the University of Bologna, who is also the contact person for this study.

Before you decide to take part in this study it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully and discuss it with others if you wish. Please contact us if there is

anything that is not clear or if you would like more information, and take time to decide whether or not you wish to take part.

## **2. Project description and objectives**

FLO aims to investigate new communication practices and the use of English as a lingua franca (ELF) within the European communities of digital nomads. On the one hand, ethnographic and linguistic data are collected to gain insights about processes of identity construction and (self)representation, knowledge sharing and community building within the European communities of digital nomads, in particular focusing on the communities based in some regions of Spain and Portugal. On the other hand, the project has been conceived with the objective of proposing a translanguaging approach to foreign language teaching focused on successful intercultural communication strategies and the development of a transcultural consciousness. To achieve these goals, the researchers involved in the project record interviews about topics related to digital nomads, to understand how these emerging communities use languages to build intercultural relations and communicate with the always-changing surrounding environment.

## **3. Why have I been chosen?**

We would like to interview you, as you are considered to have information and knowledge from which the research would benefit.

## **4. What do I have to do?**

You are asked to engage in the discussion and answer questions from the interviewer. Participation is voluntary and free of charge. Interviews will be recorded for research purposes only. If you prefer, you can record the interview on your own device. Participation in the interview does not require personal data and contact details to be provided, but this possibility is envisaged in the event that the participant is willing to be contacted in order to participate in other stages of the research. The questions concern the definition of 'digital nomad' and the phenomenon of digital nomadism, travel habits, lifestyle, the use of English as a lingua franca and communicative strategies employed in intercultural communication contexts, attendance to language courses, level of education and occupation of the participants.

## **5. What will happen to me if I take part?**

For the participants, collaboration does not entail any kind of risk or inconvenience. The researchers expect information on the habits, behaviour and lifestyle of the digital nomad community under investigation, as well as information on the linguistic behaviour and communicative strategies adopted by the participants in transcultural communication situations taking place in informal contexts.

## **6. Withdrawal from participation**

You have the right to withdraw your consent to participate in this study at any time, even without prior notice or specific reasons.

## **7. What will happen to the results of the project?**

You have the right to request information on the results and outcome of the research. If you wish to stay up-to-date on the progress and preliminary results of the research, you can follow our updates on [Instagram](#) or reading the posts on our [blog](#). You can also contact the project responsible at any time by emailing [novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it).

In the event information relating to dangerous health conditions, committed crimes, behaviour or events in personal life that have harmed or may harm the participant in the study or others is obtained accidentally, this information will be treated as stated in the incidental data management document. To view this document, you may contact Novella Tedesco. Depending on the severity of the incident and the people involved, the researchers will decide whether to contact the person concerned or the relevant authorities. In any case, these results will not be disclosed without the explicit consent of the participant.

## 8. Contacts

For any information and clarification on this study or for any needs, please contact researchers [Novella Tedesco](mailto:novella.tedesco2@unibo.it) (novella.tedesco2@unibo.it) and [Silvia Bernardini](mailto:silvia.bernardini@unibo.it) (silvia.bernardini@unibo.it) who are at your disposal for further information or clarification.

### Informed consent form

Name \_\_\_\_\_ Address \_\_\_\_\_

- I confirm that I have read and understand the Participant Information Sheet and any information given orally by the investigator;
- I understand that my participation is voluntary and that I am free to withdraw at any time without giving a reason;
- I have understood all the requirements and risks deriving from my participation in the project;
- I understand that all personal information will remain confidential and that all efforts will be made to ensure I cannot be identified (except as might be required by law);
- I agree that data gathered in this study may be stored anonymously and securely, and may be used for future research.
- I agree to receive information regarding any incidental results that may concern me.
- I AGREE TO TAKE PART IN THE STUDY, aware that such consent is freely given and may be revoked at any time without disadvantage or prejudice.

\_\_\_\_\_, \_\_\_\_\_  
(place and date)

\_\_\_\_\_  
(signature of the participant)

\_\_\_\_\_  
(signature of the investigator)

## Privacy Notice in compliance with UE GDPR

You are participating in scientific research about the communities of digital nomads in Europe. This privacy notice informs you about the processing of your personal data as part of the research. You have a legal right to receive this information in accordance with the European Union legislation.

### DATA CONTROLLER

- Data Holder

Alma Mater Studiorum – Università di Bologna (sede legale: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [privacy@unibo.it](mailto:privacy@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it)).

▪ **Data Protection – University of Bologna**

Sede legale: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [dpo@unibo.it](mailto:dpo@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it).

**RESPONSIBLE PERSON FOR PERSONAL DATA PROCESSING AND RESEARCH TEAM**

- **Novella Tedesco** ([novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it))
- Silvia Bernardini ([silvia.bernardini@unibo.it](mailto:silvia.bernardini@unibo.it))
- Cristiana Cervini ([cristiana.cervini@unibo.it](mailto:cristiana.cervini@unibo.it)).

**DATA PROCESSING**

Your personal data will be handled confidentially and without disclosing them to any outsiders. They will be processed and anonymized by the researchers before result publications of any kinds.

**(A) PARTICIPATION IN RESEARCH, RELATED OPERATIONS AND ACTIVITIES**

If you agree to participate in this research, some of your personal data will be collected through audio- or video-recorded interviews.

The information you provide will be processed by Novella Tedesco, which will replace all identification data with a code. Please note that your data will only be subject to anonymisation after two years as, within that period,

1 - You may be asked to participate in questionnaires, other interviews or focus groups, which will also be compared and processed in the light of the answers already provided;

2 - It is in the University's interest to be able to contact you again to discuss certain aspects of the research in greater detail and to keep you informed, if you wish, about the results of the research;

3 - It is in the University's interest to be able to contact you again if you have expressed a willingness to participate in linguistic data collection;

4 - It is in the University's interest to contact you again if you have expressed a willingness to participate in targeted interviews or focus groups, or to compile the questionnaire online.

The data collected and archived for the purpose of the study in question, once anonymised, will be retained indefinitely and will constitute reusable resources for institutions, individuals and the scientific community.

Age and nationality of participants may be disclosed while maintaining anonymity.

**(A1) INFORMATION ON DISSEMINATION**

1) Data will only be disseminated in a strictly anonymous form, e.g. through scientific publications, statistics and scientific conferences.

2) If the interview, in any case without any identification data, proves to be socially useful and usable to show the linguistic behaviour of the population under consideration, it may - with your consent - be the subject of communication and/or dissemination. The communication or dissemination of the data described above will only take place after an assessment of the relevance and not of the excess of processing with respect to the purpose of the collection or if the non-publication of what emerged in the interview could negatively affect the quality of the research/study. The recording of the interview and/or the transcription of the content, in

any case without any identification, could be communicated to the project partners and be subject to dissemination/publication (e.g. in scientific journals, Internet, databases accessible to other researchers, institutional or disciplinary data repositories i.e. document management information systems maintained by individual research institutions or associations and consortia of research institutions for a particular scientific community, where data and their meta-information are stored in a secure and reliable manner that guarantees their authenticity and inalterability and distributed to the public in a free and open form, etc.).

3) If you are a well-known person, or if you perform a public function in a certain role or position, it may be in the public interest or socially valuable to let third parties know the information from the interview concerning the institution or role you represent (including, for example, your first and last name). You may therefore be asked for consent to your personal data be processed and disseminated for the following purposes

- for the purpose of enabling the processing and dissemination of information that, due to the nature of your role, enables researchers to discover, interpret and revise theories, facts and behaviours relating to the field of knowledge on the above topics;
- deposit of project documents, containing your data, on institutional or disciplinary data repositories;
- so that the information you provide contributes to the formation of public opinion about your views and/or facts relevant to the community.

### **(B) DATA STORAGE FOR FUTURE RESEARCH ACTIVITIES**

Considering that new findings may indicate unprecedented research opportunities for researchers or allow for further study and research on data particular to the study in question, it is possible to allow prolonged storage of the data in non-anonymised form for a period of time of more than two years after the conclusion of this study for possible future research activities and, if necessary, to contact you again to have you express your specific consent for new research, if you so wish.

If, on the other hand, you refuse to consent to the processing described herein, your data will be deleted or anonymised immediately upon expiry of the retention period indicated in (A).

### **(C) DATA STORAGE FOR ADMINISTRATIVE PURPOSES**

Your data will also be processed for administrative accounting purposes and retained for as long as is strictly necessary for the pursuit of those purposes, with the exception of the ten-year period to ensure the tax, accounting and administrative requirements required by law and, probably, for a longer period, which cannot be determined in advance, as a consequence of various conditions for the lawfulness of the processing (e.g. legal actions making processing necessary for more than ten years).

### **LEGAL BASIS AND NATURE OF THE DATA PROVISION**

The legal basis for the processing referred to in points (A), (A1) and (B) above lies in consent, pursuant to Article 6, first paragraph, letter a) of Regulation (EU) 2016/679 (General Data Protection Regulation) and, in the case of data falling into special categories, Article 9, second paragraph, letter a) of Regulation (EU) 2016/679. Consent to processing for the purposes described above is optional.

However, it is specified that the provision of data for the purposes set out in points (A) and (A1) is not obligatory but is essential for the realisation of the purposes described. Refusal to grant them will therefore not allow you to participate in the research in question.

The provision of data for the purposes described in (B) is optional, not resulting from a regulatory obligation, but it is necessary to allow the data to be kept for a longer period than the period envisaged for the conclusion of the present study in order to guarantee future research activities and, if necessary, to contact you again so that you may express your specific consent for a new research. Failure to provide data for these purposes will only result in the impossibility of carrying out what has been described above.

The provision of data for the purposes described in point (C) is necessary in order to comply with legal obligations regarding the retention of administrative and accounting documents. In this case, the legal basis can be found in Article 6(1)(c) and (e) of Regulation (EU) 2016/679.

### **RIGHTS OF THE DATA SUBJECT**

#### Cancellation of consent (GDPR, Article 7)

You have the right to cancel your consent if the processing of personal data is based on consent. Such a cancellation has no impact on the lawfulness of consent-based processing conducted before the cancellation of consent.

#### Right to access your personal data (GDPR, Article 15)

You have the right to get to know whether and which personal data of yours are processed. If you wish, you can also request a copy of your personal data to be processed.

#### Right to rectification (GDPR, Article 16)

If there are any inaccuracies or errors in your personal data to be processed, you are entitled to request that these be rectified or supplemented.

#### Right to erasure (GDPR, Article 17)

You have the right to demand in some cases that your personal data be erased. However, the right of erasure is not applicable if the erasure would prevent or greatly hinder reaching the goal of processing in a scientific research.

#### Right to restriction of processing (GDPR, Article 18)

You have the right to restrict the processing of your personal data in some cases, like when you challenge the correctness of your personal data.

#### Right to data portability (GDPR, Article 20)

You have the right to receive your submitted personal data in an organised, generally used and machine-readable format, and also the right to transfer the data to another Data Controller if possible and processing takes place automatically.

#### Deviating from the rights

In some individual cases, it is possible to deviate from the described rights on the grounds stipulated in the GDPR and the Data Protection Act insofar as the rights would prevent or greatly hinder reaching the goals of scientific or historical research or statistical purposes. The need for deviating from the rights is always assessed case-specifically. It is also possible to deviate from the rights if the data subject cannot, or cannot any longer, be identified.

#### **Archiving**

When personal data are processed for archiving purposes serving a public interest, the data subjects do not generally have the above-described rights. The authenticity, reliability, and research value of archived materials would be at risk if the personal data included were changed. Deviation from data subject rights is based on the Data Protection Act, section 32, and the GDPR, Article 17.3.

#### Profiling and automatised decision-making

In this research, your personal data will not be used for any automatic decision-making. In this research, the purpose of the processing of personal data is not to assess your personal qualities, i.e.

profiling, but personal data and qualities are considered from the perspective of broader scientific research.

#### **INCIDENTAL RESULTS**

In the event information relating to dangerous health conditions, committed crimes, behaviour or events in personal life that have harmed or may harm the participant in the study or others is obtained accidentally, this information will be treated as stated in the incidental data management document. To view this document, you may contact Novella Tedesco. Depending on the severity of the incident and the people involved, the researchers will decide whether to contact the person concerned or the relevant authorities. In any case, these results will not be disclosed without the explicit consent of the participant.

## **PERSONAL DATA PROCESSING CONSENT FORM**

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

- I agree to my personal data being stored and processed for scientific and statistical research for the purposes above described (Section A) – NECESSARY for the participation in the research;
- I agree to the processing of images representing me and the personal data related to them for the purposes above described (Section A) – NECESSARY for the participation in the research;
- I agree to my personal data being processed and disclosed in publications for the research purposes above described (Section A1) – NOT NECESSARY for the participation in the research;
- I agree to my personal data being stored and used after the present research has concluded (Section B) – NOT NECESSARY for the participation in the research.

Date

Signature

\_\_\_\_\_

**Appendix A.2 – Consent form and privacy notice for the pictures in the ethnographic research**

**Privacy Notice** in compliance with UE GDPR

You are participating in scientific research about the communities of digital nomads in Europe. This privacy notice informs you about the processing of your personal data as part of the research. You have a legal right to receive this information in accordance with the European Union legislation.

#### **DATA CONTROLLER**

##### ▪ **Data cNtroller**

Alma Mater Studiorum – Università di Bologna (sede legale: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [privacy@unibo.it](mailto:privacy@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it)).

##### ▪ **Data Protection Officer**

Registered address: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [dpo@unibo.it](mailto:dpo@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it).

#### **RESPONSIBLE PERSON FOR PERSONAL DATA PROCESSING AND RESEARCH TEAM**

- **Novella Tedesco** ([novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it))
- Silvia Bernardini ([silvia.bernardini@unibo.it](mailto:silvia.bernardini@unibo.it))
- Cristiana Cervini ([cristiana.cervini@unibo.it](mailto:cristiana.cervini@unibo.it)).

#### **DATA PROCESSING**

Your personal data will be handled confidentially and without disclosing them to any outsiders. They will be processed and anonymized by the researchers before result publications of any kinds.

#### **(A) PARTICIPATION IN RESEARCH, RELATED OPERATIONS AND ACTIVITIES**

If you agree to participate in this research, some of your personal data will be collected during naturally occurring conversations which will be audio- or video-recorded. In the case of self-recording you may be asked to cancel the data you have recorded after you have given the recordings to the responsible researcher, Novella Tedesco.

The information you provide will be processed by Novella Tedesco, which will replace all identification data with a code. Please note that your data will only be subject to anonymisation after two years as, within that period,

- 1 - You may be asked to participate in questionnaires, interviews or focus groups, which will also be compared and processed in the light of the answers already provided;
- 2 - It is in the University's interest to be able to contact you again to discuss certain aspects of the research in greater detail and to keep you informed, if you wish, about the results of the research;
- 3 - It is in the University's interest to contact you again if you have expressed a willingness to participate in targeted interviews or focus groups.

The data collected and archived for the purpose of the study in question, once anonymised, will be retained indefinitely and will constitute reusable resources for institutions, individuals and the scientific community.

Age and nationality of participants may be disclosed while maintaining anonymity.

#### **(A1) INFORMATION ON DISSEMINATION**

- 1) Data will only be disseminated in a strictly anonymous form, e.g. through scientific publications, statistics and scientific conferences.
- 2) If the picture, in any case without any identification data, proves to be socially useful and usable to show the linguistic behaviour of the population under consideration, it may -

with your consent - be the subject of communication and/or dissemination. The communication or dissemination of the data described above will only take place after an assessment of the relevance and not of the excess of processing with respect to the purpose of the collection or if the non-publication of what emerged in the interview could negatively affect the quality of the research/study. The recording of the interview and/or the transcription of the content, in any case without any identification, could be communicated to the project partners and be subject to dissemination/publication (e.g. in scientific journals, Internet, databases accessible to other researchers, institutional or disciplinary data repositories i.e. document management information systems maintained by individual research institutions or associations and consortia of research institutions for a particular scientific community, where data and their meta-information are stored in a secure and reliable manner that guarantees their authenticity and inalterability and distributed to the public in a free and open form, etc.).

3) If you are a well-known person, or if you perform a public function in a certain role or position, it may be in the public interest or socially valuable to let third parties know the information concerning the institution or role you represent (including, for example, your first and last name). You may therefore be asked for consent to your personal data be processed and disseminated for the following purposes

- for the purpose of enabling the processing and dissemination of information that, due to the nature of your role, enables researchers to discover, interpret and revise theories, facts and behaviours relating to the field of knowledge on the above topics;
- deposit of project documents, containing your data, on institutional or disciplinary data repositories;
- so that the information you provide contributes to the formation of public opinion about your views and/or facts relevant to the community.

### **(B) DATA STORAGE FOR FUTURE RESEARCH ACTIVITIES**

Considering that new findings may indicate unprecedented research opportunities for researchers or allow for further study and research on data particular to the study in question, it is possible to allow prolonged storage of the data in non-anonymised form for a period of time of more than two years after the conclusion of this study for possible future research activities and, if necessary, to contact you again to have you express your specific consent for new research, if you so wish.

If, on the other hand, you refuse to consent to the processing described herein, your data will be deleted or anonymised immediately upon expiry of the retention period indicated in (A).

### **(C) DATA STORAGE FOR ADMINISTRATIVE PURPOSES**

Your data will also be processed for administrative accounting purposes and retained for as long as is strictly necessary for the pursuit of those purposes, with the exception of the ten-year period to ensure the tax, accounting and administrative requirements required by law and, probably, for a longer period, which cannot be determined in advance, as a consequence of various conditions for the lawfulness of the processing (e.g. legal actions making processing necessary for more than ten years).

### **LEGAL BASIS AND NATURE OF THE DATA PROVISION**

The legal basis for the processing referred to in points (A), (A1) and (B) above lies in consent, pursuant to Article 6, first paragraph, letter a) of Regulation (EU) 2016/679 (General Data

Protection Regulation) and, in the case of data falling into special categories, Article 9, second paragraph, letter a) of Regulation (EU) 2016/679. Consent to processing for the purposes described above is optional.

However, it is specified that the provision of data for the purposes set out in points (A) and (A1) is not obligatory but is essential for the realisation of the purposes described. Refusal to grant them will therefore not allow you to participate in the research in question.

The provision of data for the purposes described in (B) is optional, not resulting from a regulatory obligation, but it is necessary to allow the data to be kept for a longer period than the period envisaged for the conclusion of the present study in order to guarantee future research activities and, if necessary, to contact you again so that you may express your specific consent for a new research. Failure to provide data for these purposes will only result in the impossibility of carrying out what has been described above.

The provision of data for the purposes described in point (C) is necessary in order to comply with legal obligations regarding the retention of administrative and accounting documents. In this case, the legal basis can be found in Article 6(1)(c) and (e) of Regulation (EU) 2016/679.

## **RIGHTS OF THE DATA SUBJECT**

### Cancellation of consent (GDPR, Article 7)

You have the right to cancel your consent if the processing of personal data is based on consent. Such a cancellation has no impact on the lawfulness of consent-based processing conducted before the cancellation of consent.

### Right to access your personal data (GDPR, Article 15)

You have the right to get to know whether and which personal data of yours are processed. If you wish, you can also request a copy of your personal data to be processed.

### Right to rectification (GDPR, Article 16)

If there are any inaccuracies or errors in your personal data to be processed, you are entitled to request that these be rectified or supplemented.

### Right to erasure (GDPR, Article 17)

You have the right to demand in some cases that your personal data be erased. However, the right of erasure is not applicable if the erasure would prevent or greatly hinder reaching the goal of processing in a scientific research.

### Right to restriction of processing (GDPR, Article 18)

You have the right to restrict the processing of your personal data in some cases, like when you challenge the correctness of your personal data.

### Right to data portability (GDPR, Article 20)

You have the right to receive your submitted personal data in an organised, generally used and machine-readable format, and also the right to transfer the data to another Data Controller if possible and processing takes place automatically.

### Deviating from the rights

In some individual cases, it is possible to deviate from the described rights on the grounds stipulated in the GDPR and the Data Protection Act insofar as the rights would prevent or greatly hinder reaching the goals of scientific or historical research or statistical purposes. The need for deviating from the rights is always assessed case-specifically. It is also possible to deviate from the rights if the data subject cannot, or cannot any longer, be identified.

### **Archiving**

When personal data are processed for archiving purposes serving a public interest, the data subjects do not generally have the above-described rights. The authenticity, reliability, and research value of archived materials would be at risk if the personal data included were changed. Deviation from data subject rights is based on the Data Protection Act, section 32, and the GDPR, Article 17.3.

### Profiling and automatised decision-making

In this research, your personal data will not be used for any automatic decision-making. In this research, the purpose of the processing of personal data is not to assess your personal qualities, i.e. profiling, but personal data and qualities are considered from the perspective of broader scientific research.

#### **INCIDENTAL RESULTS**

In the event information relating to dangerous health conditions, committed crimes, behaviour or events in personal life that have harmed or may harm the participant in the study or others is obtained accidentally, this information will be treated as stated in the incidental data management document. To view this document, you may contact Novella Tedesco. Depending on the severity of the incident and the people involved, the researchers will decide whether to contact the person concerned or the relevant authorities. In any case, these results will not be disclosed without the explicit consent of the participant.

## **PERSONAL DATA PROCESSING CONSENT FORM**

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

I agree to my personal data being stored and processed for scientific and statistical research for the purposes above described (Section A) – NECESSARY for the participation in the research;

I agree to the processing of images representing me and the personal data related to them for the purposes above described (Section A) – NECESSARY for the participation in the research;

I agree to my personal data being processed and disclosed in publications for the research purposes above described (Section A1) –NECESSARY for the participation in the research;

I agree to my personal data being stored and used after the present research has concluded (Section B) – NOT NECESSARY for the participation in the research.

Date

Signature

\_\_\_\_\_

### **Appendix A.3 – Consent form and privacy notice for the spoken data collection**

## Privacy Notice in compliance with UE GDPR

You are participating in scientific research about the communities of digital nomads in Europe. This privacy notice informs you about the processing of your personal data as part of the research. You have a legal right to receive this information in accordance with the European Union legislation.

### DATA CONTROLLER

#### ▪ Data Controller

Alma Mater Studiorum – Università di Bologna (sede legale: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [privacy@unibo.it](mailto:privacy@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it)).

#### ▪ Data Protection Officer

Registered address: via Zamboni 33, 40126 - Bologna, Italia; e-mail: [dpo@unibo.it](mailto:dpo@unibo.it); PEC: [scriviunibo@pec.unibo.it](mailto:scriviunibo@pec.unibo.it).

### RESPONSIBLE PERSON FOR PERSONAL DATA PROCESSING AND RESEARCH TEAM

- **Novella Tedesco** ([novella.tedesco2@unibo.it](mailto:novella.tedesco2@unibo.it))
- Silvia Bernardini ([silvia.bernardini@unibo.it](mailto:silvia.bernardini@unibo.it))
- Cristiana Cervini ([cristiana.cervini@unibo.it](mailto:cristiana.cervini@unibo.it)).

### DATA PROCESSING

Your personal data will be handled confidentially and without disclosing them to any outsiders. They will be processed and anonymized by the researchers before result publications of any kinds.

### (A) PARTICIPATION IN RESEARCH, RELATED OPERATIONS AND ACTIVITIES

If you agree to participate in this research, some of your personal data will be collected during naturally occurring conversations which will be audio- or video-recorded. In the case of self-recording you may be asked to cancel the data you have recorded after you have given the recordings to the responsible researcher, Novella Tedesco.

The information you provide will be processed by Novella Tedesco, which will replace all identification data with a code. Please note that your data will only be subject to anonymisation after two years as, within that period,

1 - You may be asked to participate in questionnaires, interviews or focus groups, which will also be compared and processed in the light of the answers already provided;

2 - It is in the University's interest to be able to contact you again to discuss certain aspects of the research in greater detail and to keep you informed, if you wish, about the results of the research;

3 - It is in the University's interest to contact you again if you have expressed a willingness to participate in targeted interviews or focus groups.

The data collected and archived for the purpose of the study in question, once anonymised, will be retained indefinitely and will constitute reusable resources for institutions, individuals and the scientific community.

Age and nationality of participants may be disclosed while maintaining anonymity.

### (A1) INFORMATION ON DISSEMINATION

- 1) Data will only be disseminated in a strictly anonymous form, e.g. through scientific publications, statistics and scientific conferences.
- 2) If the conversation, in any case without any identification data, proves to be socially useful and usable to show the linguistic behaviour of the population under consideration, it may - with your consent - be the subject of communication and/or dissemination. The communication or dissemination of the data described above will only take place after an assessment of the relevance and not of the excess of processing with respect to the purpose of the collection or if the non-publication of what emerged in the interview could negatively affect the quality of the research/study. The recording of the interview and/or the transcription of the content, in any case without any identification, could be communicated to the project partners and be subject to dissemination/publication (e.g. in scientific journals, Internet, databases accessible to other researchers, institutional or disciplinary data repositories i.e. document management information systems maintained by individual research institutions or associations and consortia of research institutions for a particular scientific community, where data and their meta-information are stored in a secure and reliable manner that guarantees their authenticity and inalterability and distributed to the public in a free and open form, etc.).
- 3) If you are a well-known person, or if you perform a public function in a certain role or position, it may be in the public interest or socially valuable to let third parties know the information from the interview concerning the institution or role you represent (including, for example, your first and last name). You may therefore be asked for consent to your personal data be processed and disseminated for the following purposes
  - for the purpose of enabling the processing and dissemination of information that, due to the nature of your role, enables researchers to discover, interpret and revise theories, facts and behaviours relating to the field of knowledge on the above topics;
  - deposit of project documents, containing your data, on institutional or disciplinary data repositories;
  - so that the information you provide contributes to the formation of public opinion about your views and/or facts relevant to the community.

### **(B) DATA STORAGE FOR FUTURE RESEARCH ACTIVITIES**

Considering that new findings may indicate unprecedented research opportunities for researchers or allow for further study and research on data particular to the study in question, it is possible to allow prolonged storage of the data in non-anonymised form for a period of time of more than two years after the conclusion of this study for possible future research activities and, if necessary, to contact you again to have you express your specific consent for new research, if you so wish.

If, on the other hand, you refuse to consent to the processing described herein, your data will be deleted or anonymised immediately upon expiry of the retention period indicated in (A).

### **(C) DATA STORAGE FOR ADMINISTRATIVE PURPOSES**

Your data will also be processed for administrative accounting purposes and retained for as long as is strictly necessary for the pursuit of those purposes, with the exception of the ten-year period to ensure the tax, accounting and administrative requirements required by law and, probably, for a longer period, which cannot be determined in advance, as a consequence of various conditions for the lawfulness of the processing (e.g. legal actions making processing necessary for more than ten years).

## **LEGAL BASIS AND NATURE OF THE DATA PROVISION**

The legal basis for the processing referred to in points (A), (A1) and (B) above lies in consent, pursuant to Article 6, first paragraph, letter a) of Regulation (EU) 2016/679 (General Data Protection Regulation) and, in the case of data falling into special categories, Article 9, second paragraph, letter a) of Regulation (EU) 2016/679. Consent to processing for the purposes described above is optional.

However, it is specified that the provision of data for the purposes set out in points (A) and (A1) is not obligatory but is essential for the realisation of the purposes described. Refusal to grant them will therefore not allow you to participate in the research in question.

The provision of data for the purposes described in (B) is optional, not resulting from a regulatory obligation, but it is necessary to allow the data to be kept for a longer period than the period envisaged for the conclusion of the present study in order to guarantee future research activities and, if necessary, to contact you again so that you may express your specific consent for a new research. Failure to provide data for these purposes will only result in the impossibility of carrying out what has been described above.

The provision of data for the purposes described in point (C) is necessary in order to comply with legal obligations regarding the retention of administrative and accounting documents. In this case, the legal basis can be found in Article 6(1)(c) and (e) of Regulation (EU) 2016/679.

## **RIGHTS OF THE DATA SUBJECT**

### Cancellation of consent (GDPR, Article 7)

You have the right to cancel your consent if the processing of personal data is based on consent. Such a cancellation has no impact on the lawfulness of consent-based processing conducted before the cancellation of consent.

### Right to access your personal data (GDPR, Article 15)

You have the right to get to know whether and which personal data of yours are processed. If you wish, you can also request a copy of your personal data to be processed.

### Right to rectification (GDPR, Article 16)

If there are any inaccuracies or errors in your personal data to be processed, you are entitled to request that these be rectified or supplemented.

### Right to erasure (GDPR, Article 17)

You have the right to demand in some cases that your personal data be erased. However, the right of erasure is not applicable if the erasure would prevent or greatly hinder reaching the goal of processing in a scientific research.

### Right to restriction of processing (GDPR, Article 18)

You have the right to restrict the processing of your personal data in some cases, like when you challenge the correctness of your personal data.

### Right to data portability (GDPR, Article 20)

You have the right to receive your submitted personal data in an organised, generally used and machine-readable format, and also the right to transfer the data to another Data Controller if possible and processing takes place automatically.

### Deviating from the rights

In some individual cases, it is possible to deviate from the described rights on the grounds stipulated in the GDPR and the Data Protection Act insofar as the rights would prevent or greatly hinder reaching the goals of scientific or historical research or statistical purposes. The need for deviating from the rights is always assessed case-specifically. It is also possible to deviate from the rights if the data subject cannot, or cannot any longer, be identified.

### **Archiving**

When personal data are processed for archiving purposes serving a public interest, the data subjects do not generally have the above-described rights. The authenticity, reliability, and research value of archived materials would be at risk if the personal data included were changed. Deviation from data subject rights is based on the Data Protection Act, section 32, and the GDPR, Article 17.3.

Profiling and automatised decision-making

In this research, your personal data will not be used for any automatic decision-making. In this research, the purpose of the processing of personal data is not to assess your personal qualities, i.e. profiling, but personal data and qualities are considered from the perspective of broader scientific research.

**INCIDENTAL RESULTS**

In the event information relating to dangerous health conditions, committed crimes, behaviour or events in personal life that have harmed or may harm the participant in the study or others is obtained accidentally, this information will be treated as stated in the incidental data management document. To view this document, you may contact Novella Tedesco. Depending on the severity of the incident and the people involved, the researchers will decide whether to contact the person concerned or the relevant authorities. In any case, these results will not be disclosed without the explicit consent of the participant.

**PERSONAL DATA PROCESSING CONSENT FORM**

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

- I agree to my personal data being stored and processed for scientific and statistical research for the purposes above described (Section A) – NECESSARY for the participation in the research;
- I agree to the processing of images representing me and the personal data related to them for the purposes above described (Section A) – NOT NECESSARY for the participation in the research;
- I agree to my personal data being processed and disclosed in publications for the research purposes above described (Section A1) – NOT NECESSARY for the participation in the research;
- I agree to my personal data being stored and used after the present research has concluded (Section B) – NOT NECESSARY for the participation in the research.

Date

Signature

\_\_\_\_\_

## Appendix B – Context notes

Type of event:

Event planning: (planned, semi-spontaneous, spontaneous)

Context: (public, controlled environment, private)

Description:

Number of researchers who took part in the event:

Number of participants:

Number of recordings:

Recording n. 1

Speakers:

Speakers' nationality:

Speakers' languages:

Speakers' travelling habits:

## Appendix C – Final judgement from the Bioethical Committee of the University of Bologna

Prot. n. 0177580 del 30/06/2023



ALMA MATER STUDIORUM  
UNIVERSITÀ DI BOLOGNA  
COMITATO DI BIOETICA

Maria Carla GALAVOTTI (Presidente)

Angelo FIORITTI (Vice Presidente)

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Alice MATTONI

Veronica MORETTI

Silvia MOSCATELLI

Emanuel RASCHI

Marco SAZZINI

Maroussa ZAGORAIUO

Silvia ZULLO

Oggi, martedì 27 giugno 2023

Progetto di ricerca: "Fluid languages for fluid communities: a translanguaging approach to the study of digital nomads' communication in Europe", proponenti Dott.ssa Tedesco Novella e Prof.ssa Bernardini Silvia

Il Comitato di Bioetica, con esclusivo riferimento ai profili bioetici, esprime unanime parere favorevole in merito al progetto di ricerca "Fluid languages for fluid communities: a translanguaging approach to the study of digital nomads' communication in Europe", proponenti Dott.ssa Tedesco Novella e Prof.ssa Bernardini Silvia, Dipartimento di Interpretazione e Traduzione.

OMISSIS

La Segretaria

Dott.ssa Blagovesta Guetova

La Presidente

Prof.ssa Maria Carla Galavotti