**Invitation to participate in research study: Dialogue journals to inform language curriculum development and cultural adaptation**

You are invited to participate in a research study regarding the curriculum design of an international teacher training program. The [IFREB] has approved this research study.

You have recently completed [course] at the [location], where regular dialogue journals were part of the course requirements. As a pre-service teacher involved in an international exchange seminar, your participation in the research will help inform future development of curriculum for similar exchange courses. This project will examine the role of dialogue journals in providing input for future course design for international exchange programs at the [location]. The researchers would like to use photocopies of student dialogue journals which were taken during [course] for data in this study.

Any information and data you wrote in the dialogue journals will be kept strictly confidential. It will be stored in a locked cabinet in [researcher’s] office and destroyed once the research has been published.

You are under no obligation to participate – participation is completely voluntary. Once you agree to participate, you are free to discontinue your participation at any time until data analysis has been completed ([date]). Your participation or non-participation will not be known by your home university. If the researchers use content from your dialogue journal for presentations at academic conferences or for publication in academic journals, your writing will be referred to by a pseudonym, and your real name will never be used.

If you volunteer to take part in this study, you will be asked to:

* **Reply** to this **email**, which **indicates** that you **agree** to allow your instructor to use a **photocopy** of your **dialogue journal** for the purpose of the research study. Your dialogue journal writing will be referred to by an assigned pseudonym, and your real name will never be used in connection with your writing.

If you have any further questions or want clarification regarding this research and/or your participation, please contact:

Add contact info here:

*Reference*

This document was based on an invitation letter created by [Dressler, R., & Tweedie, G. (2016)](about:blank), last retrieved 20th January 2022 from <https://www.iris-database.org/>