Application 7: Negative effects of cyberbullying in the workplace

Important note: This is a real application which has been doctored for the purposes of training. Information has been removed from the application and the application has been anonymised. The UREC does not endorse this application as a model.

The application, shown on the following pages, was discussed at the workshop. A summary of the key points raised by the participants and the UREC follows (this is not an exhaustive list):

- The information provided is very minimal.
- The information is written in scientific language which may not be comprehensible to a lay person.
- How do participants withdraw from the study?
- Would participants be able to withdraw at the end of the study should they wish to do so, given its potentially sensitive nature?
- There could be confidentiality issues as IP addresses will be recorded due to the online nature of the survey.
- Consent will be implied through the participant’s completion of the questionnaire.
- Participants’ wellbeing needs to be considered as they may be distressed by some of the issues if they have been subject of bullying – they should be signposted to appropriate support.
- The application states that the data will be destroyed after 3 months – is this long enough for analysis? What is an external party queries the data?
- The questionnaire asks if the participant is a member of a union – how is this relevant to the study?
- Further information needs to be provided on the information sheet.
This form has been approved by the University Research Ethics Committee (UREC)

<table>
<thead>
<tr>
<th>Date:</th>
<th>***</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of applicant:</td>
<td>***</td>
</tr>
<tr>
<td>Research project title:</td>
<td>Negative effects of cyberbullying in the workplace</td>
</tr>
</tbody>
</table>

Complete this form if you are a member of staff or a postgraduate research student who plans to undertake a research project which requires ethics approval via the University Ethics Review Procedure.

or

Complete this form if you plan to submit a ‘generic’ research ethics application (i.e. an application that will cover several sufficiently similar research projects). Information on the ‘generic’ route is at: [www.sheffield.ac.uk/ris/other/gov-ethics/ethicspolicy/approval-procedure/review-procedure/generic-research-projects](http://www.sheffield.ac.uk/ris/other/gov-ethics/ethicspolicy/approval-procedure/review-procedure/generic-research-projects)

If you are an undergraduate or a postgraduate-taught student, this is the wrong form.

Please note that your department may use a variation of this form: please check with the ethics administrator in your department.

This form should be accompanied, where appropriate, by all information sheets/covering letters/written scripts which you propose to use to inform the prospective participants about the proposed research, and/or by a consent form where you need to use one.

Further guidance on how to apply is at: [www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy/approval-procedure/review-procedure](http://www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy/approval-procedure/review-procedure)

Guidance on the possible routes for obtaining ethics approval (i.e. on the University Ethics Review Procedure, the NHS procedure and the Social Care Research Ethics Committee, and the Alternative procedure) is at: [www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy/approval-procedure/ethics-approval](http://www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy/approval-procedure/ethics-approval)

Once you have completed this research ethics application form in full, and other documents where appropriate, check that your name, the title of your research project and the date is contained in the footer of each page and email it to the Ethics Administrator of your academic department. Please note that the original signed and dated version of ‘Part B’ of the application form should also be provided to the Ethics Administrator in hard copy. Ethics Administrators are listed at: [www.shef.ac.uk/polopoly_fs/1.99105!/file/Ethics-Administrators.pdf](http://www.shef.ac.uk/polopoly_fs/1.99105!/file/Ethics-Administrators.pdf)

I confirm that I have read the current version of the University of Sheffield ‘Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue’, as shown on the University’s research ethics website at: [www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy](http://www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy)
A1. **Title of Research Project:** Negative effects of cyberbullying in the workplace

A2. **Contact person** (normally the Principal Investigator, in the case of staff-led research projects, or the student in the case of supervised-postgraduate researcher projects):

- **Title:** ***
- **Post:** ***
- **Email:** ***

A2.1. **Is this a postgraduate researcher project?** If yes, please provide the Supervisor’s contact details:

- **Title:** ***
- **Post:** ***
- **Email:** ***

A2.2. **Other key investigators/co-applicants** (within/outside University), where applicable. Please list all (add more if necessary):

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post</td>
<td>Department:</td>
</tr>
<tr>
<td>Email</td>
<td>Telephone:</td>
</tr>
</tbody>
</table>

A3. **Proposed Project Duration:**

- **Start date:**
- **End date:**

A4. **Mark ‘X’ in one or more of the following boxes if your research:**

- Involves adults with mental incapacity or mental illness
- Involves prisoners or others in custodial care (e.g. young offenders)
- Involves children or young people aged under 18 years
- Involves using samples of human biological material collected before for another purpose
- Involves taking new samples of human biological material (e.g. blood, tissue)
- Involves testing a medicinal product
- Involves taking new samples of human biological material (e.g. blood, tissue)
- Involves additional radiation above that required for clinical care
- Involves investigating a medical device
- Is social care research
- Is ESRC funded

* If you have marked boxes marked * then you also need to obtain confirmation that appropriate University insurance is in place. The procedure for doing so is entirely by email. Please send an email addressed to insurance@shef.ac.uk and request a copy of the ‘Clinical Trial Insurance Application Form’.
It is recommended that you familiarise yourself with the University’s Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue before completing the following questions. Please note that if you provide sufficient information about the research (what you intend to do, how it will be carried out and how you intend to minimise any risks), this will help the ethics reviewers to make an informed judgement quickly without having to ask for further details.

A5. Briefly summarise:

i. The project’s aims and objectives:
   (this must be in language comprehensible to a lay person)

To identify to what extent fairness perceptions explain emotional reactions to cyberbully.

To identify whether fairness perceptions mediate the effect of cyberbullying on negative affect.

To identify to what extent cyberbullying is associated with a range of individual and organizational outcomes

ii. The project’s methodology:
   (this must be in language comprehensible to a lay person)

A quantitative survey will be used to measure the extent to which University of Sheffield staff have experienced and witnessed cyberbullying behaviour, as well as the frequency and perceived intensity of the cyberbully behaviour they have experienced.

The survey will also measure the extent to which participants believe that this behaviour is fair, their level of negative affect, job satisfaction, general health, stress, resilience, optimism, self esteem and emotional exhaustion.

A6. What is the potential for physical and/or psychological harm/distress to participants?

None.

A7. Does your research raise any issues of personal safety for you or other researchers involved in the project? (especially if taking place outside working hours or off University premises)

N/A

If yes, explain how these issues will be managed.
A8. How will the potential participants in the project be:

i. Identified?

The questionnaire will be sent out through the University of Sheffield email network to all university employees, they will be able to choose whether or not to fill in the questionnaire.

ii. Approached?

See above

iii. Recruited?

See above

A9. Will informed consent be obtained from the participants?

Yes ☒ No ☐

If informed consent or consent is NOT to be obtained please explain why. Further guidance is at: www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy/policy-notes/consent

A9.1. This question is only applicable if you are planning to obtain informed consent:

How do you plan to obtain informed consent? (i.e. the proposed process?):

The participants will be sent an email which will state that their participation in the study is voluntary.

Remember to attach your consent form and information sheet (where appropriate)

A10. What measures will be put in place to ensure confidentiality of personal data, where appropriate?
Once the questionnaires have been completed they will be stored on a secure computer for a period of 3 months, after which time they will be destroyed. The names of participants will not be recorded.

A11. Will financial/in kind payments (other than reasonable expenses and compensation for time) be offered to participants? (Indicate how much and on what basis this has been decided)

No

A12. Will the research involve the production of recorded media such as audio and/or video recordings?

YES □  NO X

A12.1. This question is only applicable if you are planning to produce recorded media: How will you ensure that there is a clear agreement with participants as to how these recorded media may be stored, used and (if appropriate) destroyed?

Guidance on a range of ethical issues, including safety and well-being, consent and anonymity, confidentiality and data protection are available at: www.shef.ac.uk/ris/other/gov-ethics/ethicspolicy/policy-notes
Title of Research Project:

Negative effects of cyberbullying in the workplace

I confirm my responsibility to deliver the research project in accordance with the University of Sheffield’s policies and procedures, which include the University’s ‘Financial Regulations’, ‘Good Research Practice Standards’ and the ‘Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue’ (Ethics Policy) and, where externally funded, with the terms and conditions of the research funder.

In signing this research ethics application form I am also confirming that:

- The form is accurate to the best of my knowledge and belief.
- The project will abide by the University’s Ethics Policy.
- There is no potential material interest that may, or may appear to, impair the independence and objectivity of researchers conducting this project.
- Subject to the research being approved, I undertake to adhere to the project protocol without unagreed deviation and to comply with any conditions set out in the letter from the University ethics reviewers notifying me of this.
- I undertake to inform the ethics reviewers of significant changes to the protocol (by contacting my academic department’s Ethics Administrator in the first instance).
- I am aware of my responsibility to be up to date and comply with the requirements of the law and relevant guidelines relating to security and confidentiality of personal data, including the need to register when necessary with the appropriate Data Protection Officer (within the University the Data Protection Officer is based in CiCS).
- I understand that the project, including research records and data, may be subject to inspection for audit purposes, if required in future.
- I understand that personal data about me as a researcher in this form will be held by those involved in the ethics review procedure (e.g. the Ethics Administrator and/or ethics reviewers) and that this will be managed according to Data Protection Act principles.
- If this is an application for a ‘generic’ project, all the individual projects that fit under the generic project are compatible with this application.
- I understand that this project cannot be submitted for ethics approval in more than one department, and that if I wish to appeal against the decision made, this must be done through the original department.

Name of the Principal Investigator (or the name of the Supervisor if this is a postgraduate researcher project):

***

If this is a postgraduate researcher project, insert the student’s name here:

***

Signature of Principal Investigator (or the Supervisor):

***

Date: ***

Email the completed application form and provide a signed, hard copy of ‘Part B’ to the Ethics Administrator (also enclose, if relevant, other documents).
Welcome to our survey and thank you for taking the time to complete it,

The Research Team

The survey asks about the extent to which you have experienced and witnessed negative behaviour at work via cyber-communications as well as the job satisfaction, psychosocial well-being and emotional exhaustion of people who use cyber-communication. Cyber-communication is defined as communicating through e-mail, instant messaging, in a chat room, on a website, or through digital messages or images sent to a cellular phone. By clicking the 'Next' button, you are giving consent to participate in this study. All data provided will be confidential and anonymous. The feedback will be given at group level, with no individuals identified. You may reserve the right to withdraw at any point. This research has received Ethics Committee approval.

Please read each question carefully then answer giving your first reaction. Do not spend too much time on any one question – it is the overall pattern of your answers that we are interested in.

Please do not omit any questions. If you find a question that does not fit your circumstances, simply give the answer that is closest to your views.

You can navigate through the survey using the Next and Back buttons at the bottom of the page. Please do not use the forward and back buttons on your web browser.

The survey should take between 15 and 20 minutes to complete. If you have any questions about the study or if you would like a copy of the feedback report, please contact [Contact Information]. Thanks for your help.

Block 14

How often in a week do you spend time on a computer at work?

- Very little
- Little
- A moderate amount
- Often
- Very often
How often in a week do you spend time on a computer at home?
- Very little
- Little
- A moderate amount
- Often
- Very often

Block 11

Please indicate the extent to which you agree with the following items:

<table>
<thead>
<tr>
<th></th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Neither agree nor disagree</th>
<th>Agree</th>
<th>Strongly Agree</th>
</tr>
</thead>
<tbody>
<tr>
<td>I find that I can handle many things at a time</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>I have high self esteem</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>I hardly ever expect things to go my way</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>I usually manage difficulties one way or another</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>I rarely count on good things happening to me</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>I'm always optimistic about my future</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>I usually take stressful things in my stride</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
</tbody>
</table>

Block 10

The following behaviours are often seen as examples of negative behaviour in the workplace that may occur via the use of technology. Over the last six months, how often have you been subjected to the following negative acts at work through different forms of technology? Please only indicate the behaviours you have experienced through technology, as these questions do not refer to offline behaviours.

When responding consider every question in relation to these eight types of technology: Text messaging; pictures/photos or video clips; phone calls; email; chat rooms; instant messaging; websites; and social networking websites (e.g. Facebook, MySpace, Bebo).

Please indicate how often you have experienced each behaviour over the last six months through technology:

<table>
<thead>
<tr>
<th>Being humiliated or ridiculed in connection with your work</th>
<th>Never</th>
<th>Now and then</th>
<th>Monthly</th>
<th>Weekly</th>
<th>Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>Being ordered to do work through electronic means below your level of competence</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>Having key areas of responsibility removed or replaced with more trivial or unpleasant tasks</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>Spreading of gossip and rumours about you</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>Being ignored or excluded</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>Having insulting or offensive remarks made about your person (i.e. habits and background), your attitudes or your private life</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>Being the target of spontaneous anger (or rage)</td>
<td>$\square$</td>
<td>$\square$</td>
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<tr>
<td>Hints or signals from others that you should quit your job</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
<tr>
<td>Repeated reminders of your errors or mistakes</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
<td>$\square$</td>
</tr>
</tbody>
</table>
Persistent criticism of your work and effort
Having your opinions and views ignored
Practical jokes carried out by people you don’t get on with
Being given tasks with unreasonable or impossible targets or deadlines
Having allegations made against you
Excessive monitoring of your work
Pressure not to claim something which by right you are entitled to (e.g. sick leave, holiday entitlement, travel expenses)
Being the subject of excessive teasing and sarcasm
Being exposed to an unmanageable workload
Threats of violence or physical abuse

When thinking about the behaviours that you experienced (in the previous set of questions), to what extent were they an insult to your dignity?

Very slightly or not at all  A little  Moderately  Quite a bit  Extremely

<table>
<thead>
<tr>
<th></th>
<th>Very slightly or not at all</th>
<th>A little</th>
<th>Moderately</th>
<th>Quite a bit</th>
<th>Extremely</th>
</tr>
</thead>
<tbody>
<tr>
<td>At work I am treated in a polite manner</td>
<td>c</td>
<td>c</td>
<td>c</td>
<td>c</td>
<td>c</td>
</tr>
<tr>
<td>At work I am treated with dignity</td>
<td>c</td>
<td>c</td>
<td>c</td>
<td>c</td>
<td>c</td>
</tr>
<tr>
<td>At work I am treated with respect</td>
<td>c</td>
<td>c</td>
<td>c</td>
<td>c</td>
<td>c</td>
</tr>
</tbody>
</table>

We define cyberbullying as an aggressive, intentional act carried out by a group or individual, using electronic forms of contact (e.g. through text messaging; pictures/photos or video clips; phone calls; email; chat rooms; instant messaging; websites; and social networking websites), repeatedly and over time against a victim who cannot easily defend him or herself. We will not refer to a one-off incident as cyberbullying.

Using this above definition, please state whether you have been cyberbullied at work over the last six months?

- No
- Yes, but only rarely
- Yes, now and then
- Yes, several times per week
- Yes, almost daily

Block 8
In this section the same negative behaviours are listed again. This time we would like you to consider how often you have witnessed others at work being subjected to the following negative acts through different forms of technology? Please only indicate the behaviours you have witnessed through technology, as these questions do not refer to offline behaviours.

When responding consider every question in relation to these eight types of technology: Text messaging; pictures/photos or video clips; phone calls; email; chat rooms; instant messaging; websites; and social networking websites (e.g. Facebook, MySpace, Bebo).

Over the last six months, please indicate how often you have witnessed (via technology) someone else:

<table>
<thead>
<tr>
<th>Behaviour</th>
<th>Never</th>
<th>Now and then</th>
<th>Monthly</th>
<th>Weekly</th>
<th>Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>Being humiliated or ridiculed in connection with their work</td>
<td></td>
<td></td>
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<td></td>
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<td>Spreading of gossip and rumours about them</td>
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<td></td>
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<tr>
<td>Hints or signals from others that they should quit their job</td>
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<td></td>
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<td></td>
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<tr>
<td>Repeated reminders of their errors or mistakes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Persistent criticism of their work and effort</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Having their opinions and views ignored</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Practical jokes carried out by people they don't get on with</td>
<td></td>
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<td></td>
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<tr>
<td>Being given tasks with unreasonable or impossible targets or deadlines</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Having allegations made against them</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excessive monitoring of their work</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pressure not to claim something which by right they are entitled to (e.g. sick leave, holiday entitlement, travel expenses)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Being the subject of excessive teasing and sarcasm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Being exposed to an unmanageable workload</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Threats of violence or physical abuse</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

When thinking about the behaviours **experienced by the victim** (in the previous set of questions) to what extent was their dignity insulted?

- Very slightly or not at all
- A little
- Moderately
- Quite a bit
- Extremely

**Block 7**

Please indicate the extent to which you agree with the following items:

<table>
<thead>
<tr>
<th>Statement</th>
<th>Very slightly or not at all</th>
<th>A little</th>
<th>Moderately</th>
<th>Quite a bit</th>
<th>Extremely</th>
</tr>
</thead>
<tbody>
<tr>
<td>At work people are treated in a polite manner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
At work people are treated with dignity

At work people are treated with respect

We define cyberbullying as an aggressive, intentional act carried out by a group or individual, using electronic forms of contact (e.g. through text messaging, pictures/photos or video clips, phone calls, email, chat rooms, instant messaging, websites, and social networking websites), repeatedly and over time against a victim who cannot easily defend himself or herself. We will not refer to a one-off incident as cyberbullying.

Using this above definition, please state how often you have witnessed cyberbullying at work over the last six months?

- Never
- Once/Twice
- A few times
- Many times
- Almost every day

Block 6

Overall, how satisfied are you with your job?

<table>
<thead>
<tr>
<th>Very dissatisfied</th>
<th>Dissatisfied</th>
<th>Neutral</th>
<th>Satisfied</th>
<th>Very satisfied</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

To what extent have you felt the following emotions in the last two weeks:

<table>
<thead>
<tr>
<th></th>
<th>Very slightly or not at all</th>
<th>A little</th>
<th>Moderately</th>
<th>Quite a bit</th>
<th>Extremely</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scared</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Afraid</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Upset</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Distressed</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Jittery</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Nervous</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Ashamed</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Guilty</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Irritable</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Hostile</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

Block 5

Feelings about Your Current Job

For each word or phrase below, mark "Y" if the word describes how you feel about your current job, "N" if it does not describe your feelings about your job, and "?" if you are unsure.

<table>
<thead>
<tr>
<th></th>
<th>Y</th>
<th>N</th>
<th>?</th>
</tr>
</thead>
</table>
Demanding
Pressured
Hectic
Calm
Relaxed
Many things stressful
Pushed
Irritating
Under control
Nerve-Wracking
Hassled
Comfortable
More stressful than I'd like
Smooth running
Overwhelming

How often have you experienced the following over the past six months:

<table>
<thead>
<tr>
<th></th>
<th>Never</th>
<th>Few times a year or less</th>
<th>Monthly</th>
<th>Few times a month</th>
<th>Every week</th>
<th>Few times a week</th>
<th>Daily</th>
</tr>
</thead>
<tbody>
<tr>
<td>I feel used up at the end of the workday</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I feel emotionally drained from my work</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I feel burned out from my work</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Block 4

We want to know how your health has been in general over the last six months. Please read the questions below and each of the four possible answers. Indicate the response that best applies to you. Thank you for answering all the questions.

Have you recently:

Been able to concentrate on what you're doing?

Better than usual
Same as usual
Less than usual
Much less than usual

Lost much sleep over worry?

Not at all
No more than usual
Rather more than usual
Much more than usual

Felt that you are playing a useful part in things?
<table>
<thead>
<tr>
<th>More so than usual</th>
<th>Same as usual</th>
<th>Less so than usual</th>
<th>Much less than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Felt capable of making decisions about things?
<table>
<thead>
<tr>
<th>More so than usual</th>
<th>Same as usual</th>
<th>Less than usual</th>
<th>Much less than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Felt constantly under strain?
<table>
<thead>
<tr>
<th>Not at all</th>
<th>No more than usual</th>
<th>Rather more than usual</th>
<th>Much more than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Felt you couldn't overcome your difficulties?
<table>
<thead>
<tr>
<th>Not at all</th>
<th>No more than usual</th>
<th>Rather more than usual</th>
<th>Much more than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Block 1

Been able to enjoy your normal day to day activities?
<table>
<thead>
<tr>
<th>More so than usual</th>
<th>Same as usual</th>
<th>Less so than usual</th>
<th>Much less than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Been able to face up to your problems?
<table>
<thead>
<tr>
<th>More so than usual</th>
<th>Same as usual</th>
<th>Less than usual</th>
<th>Much less than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Been feeling unhappy or depressed?
<table>
<thead>
<tr>
<th>Not at all</th>
<th>No more than usual</th>
<th>Rather more than usual</th>
<th>Much more than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Been losing confidence in yourself?
<table>
<thead>
<tr>
<th>Not at all</th>
<th>No more than usual</th>
<th>Rather more than usual</th>
<th>Much more than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Been thinking of yourself as a worthless person?
<table>
<thead>
<tr>
<th>Not at all</th>
<th>No more than usual</th>
<th>Rather more than usual</th>
<th>Much more than usual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Been feeling reasonably happy, all things considered

More so than usual

Same as usual

Less so than usual

Much less than usual

Default Question Block

Age:

Gender:

☐ Male

☐ Female

Are you part of a union at your workplace?

☐ Yes - a representative

☐ Yes - a member

☐ No

Block 13

Job Role:

☐ Administrative/Support

☐ Research Assistant

☐ Teaching Only

☐ Lecturer

☐ Senior Lecturer

☐ Reader

☐ Professor

☐ Other

Roughly how long have you worked for the university?
Please describe any incidents of cyberbullying that you have experienced or witnessed (Optional):