

Dear Fellow Educator:

We are contacting you about a research study that you have the option to take part in. The University of West Alabama is conducting a research study. This study aims to shed light on the impact of COVID-19 on principals' time management practices and provide valuable insights for supporting educational leaders during times of crisis.

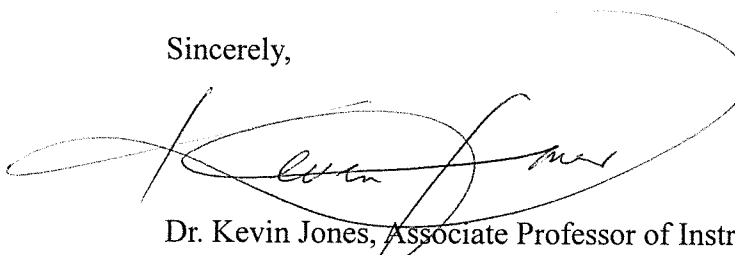
As a participant in this study, you should understand:

- Your participation in this study is voluntary. You can decline participation or withdraw from the study at any time. You can do so without penalty or loss of benefit to yourself.
- The research results will be used for publication, but your identity will be kept confidential, and your name will not be disclosed to any outside party.

Please do not hesitate to call us if you have any questions as you read over this material. We are happy to review the study with you and answer any questions. Questions can also be directed to the UWA Institutional Review Board Chair at the Office of Sponsored Programs, Research & Outreach, Webb Hall, Station 47, Livingston, AL 35470 – 205-652-5392.

Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Jones", enclosed within a large, loopy oval scribble.

Dr. Kevin Jones, Associate Professor of Instructional Leadership

Julia S. Tutwiler College of Education

University of West Alabama

Livingston, AL 35470

Survey Link: <https://baseline.campuslabs.com/mbu/covid19impactstudy>