Dear Survey Respondent:

I am a student at Metropolitan State University and this research will help me complete my B.A. degree program. It is part of my Senior Project in the Communication, Writing, and the Arts Department.

Mediation is familiar to many in business. However, it is not know if mediation processes are actually being used in business. We live in a contentious world where we, as independent freedom lovers, want to be able to voice our positions and be heard. But we also have to live in community with neighbors at home and at work. Are we skilled in mediation communication and does it make a difference?

This survey should only take about 10 minutes of your time. Your answers are anonymous. Please do NOT put your name on the survey. All answers will be kept confidential. Only group results will be presented or documented. Your help with this research is strictly voluntary. You do not have to answer any questions you don’t want to. By returning the answered survey you are indicating your consent to participate in this study.

The results of this survey will be presented on December 1, 2004 at the CWA Department to other senior graduating students and CWA faculty. If you have questions or concerns, please contact my faculty supervisor, Dr. Jane Faculty, at xxx-xxx-xxxx or at Jane.faculty@metrostate.edu. If you have any questions regarding your rights as a research participant, please contact Metropolitan State University’s Human Subjects Review Board at 651-793-1920 or hsrb@lists.metrostate.edu.

Thank you for your time and help. **When you have completed the survey, please place it in the box at the back of the room.** When all surveys have been completed, I will put the box cover on the box and leave. My goal is to keep your responses completely anonymous. Please keep this letter for your records.

Sincerely,

Joe Student
Student Researcher