

Confirmation Email for Qualifying Participant for In-Person Groups [tailor to phone if calling participants]:

Hello _____,

Recently you completed an online questionnaire to participate in a focus group to discuss thoughts about nutrition education and the resources used and needed by educators. You will be one of about 7 other participants and the discussion will last approximately 90 minutes. The discussion will be video- and audio-taped, and also observed by members of the research team. Your participation and everything you say during the discussion will remain secure to the extent permitted by law and your personal identifying information will not be included in any reports. At the conclusion of the focus group, you will receive \$50 as a token of appreciation for your participation.

The focus group will take place on (Day), (Date), at [X:00 or X:00 p.m.] at [site location]. Are you still interested in participating in this focus group?

If you have any questions, please contact me at [contact information]

Sincerely,
RTI Team Member

Additional email text for follow-ups:

If you have any questions or find that you are unable to attend, please call or email [RTI team member's contact information] as soon as possible. Thank you again for your participation. We look forward to seeing you at [TIME] on [DATE].

Confirmation Email for Qualifying Participant for Online Groups [tailor to phone if calling participants]:

Hello _____,

Recently you completed an online questionnaire to participate in a focus group to discuss thoughts about nutrition education and the resources used and needed by educators. You will be one of about 5 other participants and the discussion will last approximately 90 minutes. The discussion will be video- and audio-taped, and also observed by members of the research team. Your participation and everything you say during the discussion will remain secure to the extent permitted by law and your personal identifying information will not be included in any reports. At the conclusion of the focus group, you will receive \$50 as a token of appreciation for your participation.

The focus group will take place on (Day), (Date), at [X:00 or X:00 p.m.] at [site location]. Are you still interested in participating in this focus group?

If you have any questions, please contact me at [contact information]

Sincerely,
RTI Team Member

Additional email text for follow-ups:

If you have any questions or find that you are unable to attend, please call or email [RTI team member's contact information] as soon as possible. Thank you again for your participation. We look forward to seeing you at [TIME] on [DATE].