

1. Confirmation Letter

Dear [Participant Name];

Thank you for agreeing to participate in our research study about infant formula. The group will be held online at [DATE] and [TIME]. The link to join the group is: [HYPERLINK]. Please login at least 15 minutes before [TIME] so the technical support team can assist you, if needed.

As a reminder, you will be asked to turn on your camera as a participant in the group. The group will also be audio and video recorded to help researchers with data analysis. Attached please find a form that describes your rights as a participant in this study. Please read this before the group in case you have any questions. If you do have questions or find that you are unable to attend, please call [FACILITY'S PHONE NUMBER] as soon as possible.

Thank you.

[FACILITY INFORMATION]

2. Reminder Letter

Dear [Participant Name];

This is just a reminder letter that the research study about infant formula in which you agreed to participate will be coming up on [DATE] at [TIME]. The link to join the group is [HYPERLINK]. Please try to login at least 15 minutes before [TIME] so that the technical support team can assist you, if needed. If you have any questions or find that you are unable to attend, please call [FACILITY'S PHONE NUMBER] as soon as possible.

Thank you.

[FACILITY INFORMATION]