

Appointment Confirmation

Dear study participants,

We would like to confirm your participation in the study on 'Mental health and work behaviour in focus: Effects of innovative training programmes'.

You are scheduled for the following dates:

- date preliminary survey

- date follow-up survey

The study will take place in *location and how to get there*.

Study procedure

The study comprises three phases: a pre-study survey (questionnaire & simulated online meeting), an online training course with three flexible sessions, and a post-study survey corresponding to the pre-study survey. Participation takes place at our premises.

If you are unable to participate for urgent reasons, please inform us as soon as possible. Timely notification is important because we plan for a fixed team size in the simulated online meeting for each survey time slot.

Do you know any students who might be interested in our study? That's wonderful! We are still looking for more participants. Feel free to forward our registration page and benefit from using the voucher together with friends (e.g. at Lieferando).

Please do not hesitate to contact us if you have any questions.

Kind regards,

The study team

Reminder of first survey:

Dear study participants,

We would like to remind you of your participation in the first session of the study 'Focus on mental health and work behaviour: Effects of innovative training programmes'.

Tomorrow's session (DD.MM.YYYY) will begin at X o'clock.

The study will take place in *location and how to get there*.

The **procedure** will include the following points:

- First part: Pre-questionnaire
- Second part: Role play (simulated work meeting)
- Third part: Post-questionnaire

If you are unable to participate for urgent reasons, please inform us as soon as possible. Timely notification is important, as we plan a fixed team size for each survey time slot in the simulated online meeting.

Do you know any students who might be interested in our study? How wonderful! We are still looking for more participants. Feel free to forward our registration page and benefit from using the voucher together with friends (e.g. at Lieferando).

Please do not hesitate to contact us if you have any questions.

Kind regards,

The study team

After the first survey:

Dear study participants,

Thank you for attending the first appointment today and participating in both the first survey and the first online meeting.

Your next survey appointment is on *date and location*. As it is important for us that the same group meets for the second survey appointment, please be sure to contact us if you are unable to attend.

Until the next survey, participation in the online training will take place on our premises. There are a total of three one-hour sessions, which you can complete *your training & and corresponding booking conditions*

Thank you for your cooperation. We look forward to your participation!

Do you know any students who might be interested in our study? That's wonderful! We are still looking for more participants. Feel free to forward our registration page and benefit from using the voucher together with friends (e.g. at Lieferando).

Kind regards,

Your study team

Reminder for second survey:

Dear study participants,

We would like to remind you of your participation in the second session of the study 'Mental health and work behaviour in focus: Effects of innovative training programmes'.

You are scheduled for the following date:

HH:MM, DD.MM.YYYY

The study will take place in *location and how to get there*.

As with the previous survey, the **procedure** will include the following points:

- First part: Pre-questionnaire
- Second part: Role play
- Third part: Post-questionnaire

As it is important for us that the same group comes together for the second survey date, please be sure to contact us if you are unable to attend.

Please remember to complete the training course in full before the survey. *Your training and corresponding booking conditions.*

Do you know any other students who might be interested in our study? That's wonderful! We are still desperately looking for more participants. Feel free to forward our registration page and benefit from using the voucher together with friends (e.g. at Lieferando).

If you have any questions, please do not hesitate to contact us.

Kind regards,

The study team