

Privacy Statement

The e-Learning Development Laboratory (eDL) at the University of Hong Kong (HKU) operates iClass. This document informs about eDL policies regarding the collection, use and disclosure of personal information received from users of iClass.

iClass takes the protection of personal information seriously and uses it only for providing and improving iClass's services. By using the services, the user agrees to the collection and use of information in accordance with this policy.

Generally the use of iClass is possible without indication of personal Information. Collection of personal information is required e.g. for registering as a user or depositing resources, which is voluntary. The information is not shared with third parties without explicit consent from the user.

Name of the Service

iClass

Description of the Service

iClass is a mobile learning management system on cloud, which allow users to interact with each other in class using mobile devices.

Personal Data Processed

In case you login to the service via HKAF Login, following personal data is processed:

- Email
- Name
- displayName
- homeOrganization

Purpose of the Processing of Personal Data

The unique user identifier is needed to recognize the user over sessions, to be able to associate user-related information (customisation, authorisation settings, user-generated content). The identification of the user as well

as the affiliation information serves as a means to determine the authorization to access protected resources (which may be granted to certain groups, like members of an institute or partners in a project).

Attributes concerning user's name are used in communication with the user (via e-mail and on the website) and for marking user's contribution. If the requested attributes are obtained, they are used by default, the user still has the possibility to change the display name.

The user's affiliation can be used for managing access to resources (authorisation), e.g. if access to a resource is granted to members of an institute. If no information about affiliation is available, user-based authorisation is used.

Providing an email address allows the user to be notified of news, or activity on the platform, especially changes by other members of a team working on common resource collection. This is not a critical functionality, thus the email attribute is optional. eDL may use the user's personal information to contact the user with newsletters and other information regarding the services of iClass

Cookies

Cookies are files with small amount of harmless data, which may include an anonymous unique identifier. Cookies are sent to the user's browser from a web site and stored on the user's hard drive.

Like many sites, eDL uses cookies. Cookies that collect information do this solely for the purpose of improving iClass's services and enhance user experience. The user can instruct his browser to refuse all cookies or to indicate when a cookie is being sent. However, if the user does not accept cookies, he may not be able to use some portions of iClass's services.

iClass uses both session and persistent cookies to enable certain functions of iClass's service, to provide analytics and to store user preferences. Cookies are not used for advertising purposes.

OPT-OUT OPTION TO COME

Third Parties to whom Personal Data is Disclosed

No personal data will be disclosed to third parties.

Security

The security of personal information is important to eDL, but no method of transmission over the Internet, or method of electronic storage, is 100% secure. While eDL strives to use commercially acceptable means to protect

personal information, it cannot guarantee its absolute security.

How to Access, Rectify and Delete the Personal Data

If you need to access, rectify and/or delete any personal data we store about you or which you provided to us please contact us. Contact details can be found in Data Controller and Contact Information.

Changes to this Privacy Policy

This Privacy Policy is effective as of September 2018 and will remain in effect except with respect to any changes in its provisions in the future, which will be in effect immediately after being posted on this page.

eDL reserves the right to update or change its Privacy Policy at any time and the user should check this Privacy Policy periodically. The user's continued use of the Service after any modifications are posted to the Privacy Policy on this page will constitute the user's acknowledgment of the modifications and consent to abide and be bound by the modified Privacy Policy.

If eDL makes any material changes to this Privacy Policy, it will notify the user either through the e-mail address provided, or by placing a prominent notice on iClass's website.

Data Controller and Contact Information

E-mail: info@iclass.hk

Jurisdiction

The provisions of Hong Kong law apply to this agreement. Place of jurisdiction is Hong Kong.