

Data protection statement and consent to the processing of personal data

(Updated: 28 October 2013)

1. There is no obligation to use eLearning@fhws. For you to be able to use eLearning@fhws, your personal data will be collected and stored in an internal database. This data includes but is not limited to the mandatory data necessary for setting up an eLearning@fhws account (name, surname, email address, city (of the university), user name). In addition to this, you can decide whether or not you would like to include other information in your "personal profile" and you can decide, for example, whether or not your email address will be visible for other users. In the eLearning@fhws system you can also post, under your name, in forums, chats, blogs, wikis etc. and provide files for other users to download.
2. When using eLearning@fhws, your posts and activities will be stored in web server log files and in the Moodle software insofar as this is necessary for the personalised functions of Moodle. Neither course creators (for example in the role of "teacher") nor other course participants (for example in the role of "student") can access this log data. Course creators (in the role of "teacher") can access so-called activity reports for the purpose of teaching, organising lessons and monitoring academic progress in the respective course. These reports include your personal posts in activities like forums, wikis, blogs or assignments. This data must only be used for educational purposes provided that this is necessary for meeting the intended purpose and data processing is in due proportion to its purpose according to the principle of data minimisation.
3. Those persons responsible for the technical administration of the eLearning@fhws system and of the data base and web server (for example in the role of "administrator") can access all personal data stored in the system. They are only allowed to process this data insofar as this is necessary to ensure proper operation of the eLearning@fhws system. They are not allowed to disclose this data to unauthorised third parties or to provide unauthorised third parties with access to this data.
4. eLearning@fhws must only be used in compliance with data protection laws and the guidelines of the IT Service Centre of the University of Applied Sciences Würzburg-Schweinfurt.
5. In accordance with legal provisions, personal data processed in the eLearning@fhws system will not be disclosed to third parties and will only be used for the designated purposes.
6. Upon your request, the administrator (elearning@fhws.de) of the eLearning@fhws system can delete your eLearning@fhws account with your mandatory data at any time. Likewise, you can, at any time, withdraw your consent to the processing of personal data other than your mandatory data by emailing the administrator. Your posts in forums, chats, blogs, wikis etc. of the eLearning@fhws system as well as files provided for downloading that will remain available for as long as the respective eLearning@fhws course is not deleted are exempt from **automatic** deletion. Please inform the administrator if you want any such content you created to be deleted too.

7. eLearning@fhws courses must only be published for presentation purposes if the course data is exported into a new course without any user data. Personal data has to be removed from course contents or to be anonymised prior to publication. Students' contributions must only be used in presentations with the students' consent.