

Processing of personal data for non-classroom teaching

Limits on the use of online teaching materials

Message to the teachers

Due to the suspension of face-to-face classes and their organization for the third term in accordance with the Contingency Plan, teachers are informed of the new implications that online teaching through the Aula Global may have in the processing of personal data. In particular, it may involve treating the image (including voice) of teachers and students in a private setting.

UPF will not communicate these data to third parties, and they will only be used for the assigned teaching in the current circumstances. Any subsequent use will require the prior consent of the affected people.

In case through the use of the audiovisual tools available an interaction with the students takes place, in a way that they can be identified, or that their image or voice is recorded, its processing must be limited within the teaching and assessment activities on the Aula Global, with restricted access, at most, to the students in the group itself.

Any other use will require the consent of the affected people, and in certain circumstances also the authorization of the manager, on behalf of the University, as responsible for the processing of personal data.

It should be borne in mind that images will be captured in private settings and that, therefore, special care must be taken in their treatment.

Should you have any questions on that matter, please email us at proteccio.dades@upf.edu.

Message to students

Due to the suspension of face-to-face classes and their organization for the third term in accordance with the Contingency Plan, we inform you about the new implications that online teaching through the Aula Global may have in the processing of personal data. In particular, it may involve treating your image and your voice. Class interventions will be governed by the principles of the ordinary operation of teaching. Any recordings made can only be used within the framework of the corresponding subject in the Aula Global, with restricted access, at most, to the students in the group itself. Any other use will require the consent of the affected people and, where appropriate, the authorization of the University Manager.

It should be borne in mind that images can be captured in private settings and that, therefore, we urge you to be especially careful in protecting your privacy and the one of people you live with, and also in respecting that of teachers and of the rest of the classmates with whom you can interact during teaching activities.

Remember that the contents uploaded to the Aula Global are restricted to those people who are expressly authorized and for exclusively academic use limited to the subject. Any other use may be subject to sanction in accordance with the UPF disciplinary regulations, without prejudice to the civil or criminal responsibilities that may be incurred. Likewise, the non-consensual recording and dissemination of academic activity outside the framework of the subject itself may violate fundamental rights to data protection, image rights, privacy and intellectual property rights. Therefore, they may also be subject to disciplinary sanction and/or civil or criminal liability.

Should you have any questions on that matter, please email us at proteccio.dades@upf.edu.