

## **Webinar Event Privacy Policy**

We will process the information gained from your event registration for the purpose of running and evaluating the event.

Where you have given your consent to be contacted, we may also send you emails about other suitable events. You can unsubscribe from marketing emails at any time via the unsubscribe option/method provided in the marketing communication

### **Data Protection Privacy Notice**

The University of Strathclyde is a data controller under data protection legislation. We are committed to transparency and to complying with its responsibilities under data protection legislation. This privacy notice sets out important information regarding how we will use your information and your rights under the legislation. It is important that you read this notice prior to providing your information. Any enquiries regarding data protection should be made to the Data Protection Officer at [dataprotection@strath.ac.uk](mailto:dataprotection@strath.ac.uk).

### **How we use your personal data**

We will use your information only for the purposes set out above, i.e. to manage the event you are participating in and to provide you with the selected news, information and updates you have requested, for statistical purpose and to manage your marketing preferences. Where we use Eventbrite to help manage an event, your personal data will be collected by them and shared with us for the purpose of event and course management. We will be using Zoom to deliver the webinar event series, we will use your personal data (collected on Eventbrite) to register you on Zoom for these events.

EventBrite's Privacy policy is available at: <https://www.eventbrite.com/privacypolicy>

Zoom's Privacy policy is available at: <https://zoom.us/privacy/>

Additional web site privacy information concerning our web logs, forms and cookies can be found here: <https://www.strath.ac.uk/privacypolicy/>

### **The lawful basis for processing your information**

The main lawful basis for processing your personal data for the purposes set out in this Privacy Notice is that it is necessary for the pursuit of the University's legitimate interests. We will always handle your personal data securely and minimise its use, and there is no overriding prejudice to you by using your personal information for these purposes. In addition, there is no statutory or contractual requirement for you to provide us with any personal data. The University processes the information outlined in this Privacy Notice in pursuit of our legitimate interests in:

- communicating with clients, students, staff, alumni, and current and potential supporters
- providing benefits and services to clients, students, staff, alumni and supporters
- furthering the University's educational charitable mission

- enabling the University to achieve its strategic and operational goals.

### **Retention Period**

We will retain your data used for managing the event for 1 year after the date of the event.

We will retain your contact details for marketing purposes until you opt out of receiving it.

### **Your Rights**

You have the right to access your personal data held by the University. Please contact [dataprotection@strath.ac.uk](mailto:dataprotection@strath.ac.uk) to exercise this right. You have a number of other rights: you may withdraw consent for us to use your data for the purposes set out above at any time; if you withdraw consent you also have the right to have your data erased; you are entitled to have personal data rectified if it is inaccurate or incomplete. You can also opt out of marketing at any time. To do this you can click 'unsubscribe' on any of the emails we have sent you or contact the Policy at Strathclyde team. To exercise these rights please contact the team at [policy@strath.ac.uk](mailto:policy@strath.ac.uk).

### **Right to Complain**

If you have any concerns/issues with the way the University has processed your personal data you can contact the Data Protection Officer at [dataprotection@strath.ac.uk](mailto:dataprotection@strath.ac.uk). You also have the right to lodge a complaint against the University regarding data protection issues with the Information Commissioner's Office (<https://ico.org.uk/concerns/>).