



Privacy, Security, and Online Tools - Oh My!

8th Annual Conference on Quality Assurance in Online Learning, "Blazing New Trails"

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Links are provided to privacy policies for all external tools required in the course.

Session Objectives

Participants will:

- be able to define key terms such as: third-party sites, external tools, and digital footprint
- be able to identify key issue in using third-party sites and external tools as determined by various laws and institutional policies
- examine commonly used external tools to identify implications of using third-party tools and external tools, and will identify how to minimize potential risks of using these tools

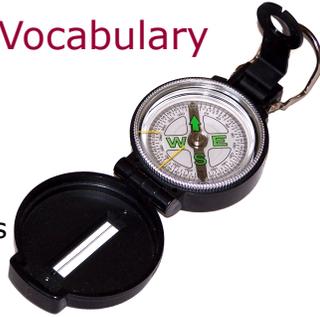
Common Vocabulary

External tools

Third-party sites

LMS integrated tools

Digital footprint

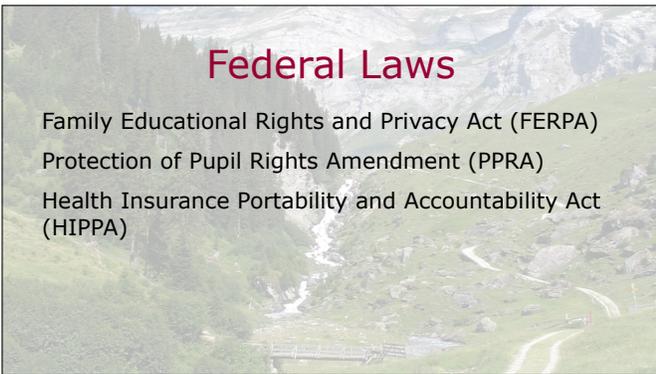


Your Favorite Third Party Tool



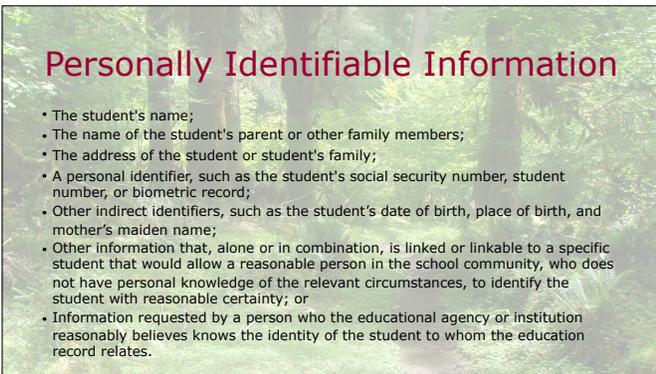


Various Laws to Consider



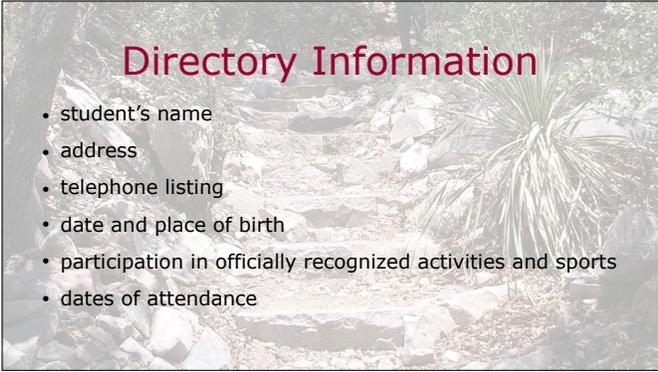
Federal Laws

- Family Educational Rights and Privacy Act (FERPA)
- Protection of Pupil Rights Amendment (PPRA)
- Health Insurance Portability and Accountability Act (HIPAA)



Personally Identifiable Information

- The student's name;
- The name of the student's parent or other family members;
- The address of the student or student's family;
- A personal identifier, such as the student's social security number, student number, or biometric record;
- Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name;
- Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or
- Information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.



Directory Information

- student's name
- address
- telephone listing
- date and place of birth
- participation in officially recognized activities and sports
- dates of attendance



State Laws & Institutional Policies

State privacy laws and policies
Document retention schedules
Working with minors



Process for Institutional Adoption of Tools



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