

Protection of Data Submitted to TurnitinUK®

Personal data will often be held by an institution for automated use in IT systems, such as the student information system, email, the VLE and also TurnitinUK®.

Opting out of storage of personal data, either at enrolment or at a later date may mean opting out of all institution IT systems that use personal data.

Q Does the Data Protection Act apply?

A Yes. All personal data submitted to TurnitinUK® (i.e. data that can identify an individual) is protected by the Data Protection Act.

Q Does the Freedom of Information Act apply?

A Yes. As the data is controlled by the Institution it is subject to a request under the Freedom of Information Act.

Q What if a student does not want to submit personal data?

A Work can be submitted anonymously by the instructor to TurnitinUK®.

Q Can the student request that personal data is returned or destroyed?

A Yes. The Institution is the controller of the data and can at anytime request that personal data is returned and/or destroyed using existing Institution procedures.

Q Does iParadigms own the data?

A No. Ownership of the data remains with the Institution and/or student. iParadigms has no interest in making any claim of ownership over the material submitted.

Q What safeguards are in place to protect the data?

A iParadigms is a member of the safe harbour regime which means that it has agreed to put in place extensive security measures approved by the European Union in order to ensure that the data is protected.

Q Where is the data held?

A The data is held by iParadigms on behalf of the Institution.

Q How long is the data held by TurnitinUK®?

A All data held on behalf of an Institution is held to that Institution's order. This means that the data is held for as long as the Institution deems it necessary in order to maximise the benefit of the TurnitinUK® application. It is recommended that data is held for at least 5 years.

For details of more tip sheets in this series see www.jiscpas.ac.uk