



# VirtuLApp

## (Virtual Language App)



Project number: 2018-1-NL01-KA201-038982

1 September 2018 – 31 August 2021

## Privacy plan

The privacy plan of VirtuLApp is based on the privacy statement of the Royal Netherlands Academy of Arts and Sciences (KNAW).

This privacy plan explains which personal data are collected by the VirtuLApp project, how these data are processed and for what purpose.

### The VirtuLApp Project

The Virtual Language App, in short VirtuLApp, is a 3-year Erasmus+ Key Action 2 Strategic Partnership project. It aims at developing an innovative multididactic approach which teachers can use in the classroom in any (multilingual) situation. The needs of teachers – more knowledge about and tools for multilingual education, integration of migrant languages and less language separation- will be addressed with the development of a multi-player augmented reality game for multilingual pupils and the development of a toolkit which exists of a digital handbook and didactical videos.

The project is coordinated by the Mercator European Research Centre, hosted at the Fryske Akademy in Leeuwarden, The Netherlands. Other partners working at the project are ATiT (Belgium), Trinity College Dublin (Ireland), University of the Basque Country (Spain) and LUCA School of Arts (Belgium).

The project runs from September 2018 until December 2021.

### Privacy plan

The VirtuLApp project team is aware of its responsibility when processing personal data. The VirtuLApp project team wants every person whose personal data it processes to be confident that this is done in a careful and lawful manner. The VirtuLApp project team processes personal data in accordance with the General Data Protection Regulation (GDPR) and the privacy rules arising from it.

### Which personal data is recorded by the Virtulapp project?

The VirtuLApp project team only processes personal data if this is necessary for a specific purpose. The purpose determines which personal data have to be processed and no more data will be asked for than is essential for that purpose.



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Depending on the purpose, the following personal data may be processed: name, e-mail address, organisation/company and function therein, address, town/city, organisation/company data, gender, age.

For our newsletter, for example, an e-mail address is requested when a person wishes to subscribe. We will subsequently use this e-mail address only for the services that the person has subscribed to.

## **On what basis does the VirtuLApp project process personal data?**

The VirtuLApp project only processes personal data if there is a legitimate basis for doing so. Depending on the purpose, personal data are processed because:

- persons give their consent for this to be done
- it is essential for implementing an agreement that has been made with someone
- it is essential in order to fulfil a legal obligation
- it is essential in order to protect someone's vital interests
- a public interest task is concerned
- the VirtuLApp project has a legitimate interest in doing so.

If the VirtuLApp project processes personal data on the basis of the person having given consent, the person has the opportunity to withdraw their consent at any time. From that moment on, the VirtuLApp project will no longer process any of their personal data.

## **Purposes**

The VirtuLApp project processes personal data in the first instance for the purpose of fulfilling its project tasks.

The VirtuLApp project collects personal data so that the following activities can take place:

- providing a forum for academic debate and the exchange of academic information
- implementing policy and management tasks in relation to the VirtuLApp project partners that do research and support research in the humanities, social sciences and life sciences
- maintaining international academic relationships and participating in international academic organisations
- awarding prizes and establishing and implementing incentive programmes.



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The VirtuLApp project also processes one or more personal details for the following purposes (depending on the activities that apply):

- to be able to help and inform regarding specific research and/or collection issues
- to collect relevant data for the purposes of well-defined academic research
- to communicate by sending electronic newsletters and e-mails, and/or by post
- to be able to meet financial obligations
- to answer questions through social media, e-mail, by post or by telephone
- to improve our website.

## **Securing personal data**

The VirtuLApp project secures personal data to prevent misuse or unauthorised access to personal data.

## **Retention period for personal data**

In principle, personal data are not retained any longer than is necessary to achieve the purpose for which the personal data are collected.

In cases where documents are archived in the public interest, for scientific or historical research, or for statistical purposes, personal data can be stored for a longer period. If this is the case, the VirtuLApp project, in accordance with the GDPR, will take appropriate technical and organisational measures to protect persons' rights.

## **Disclosure to third parties**

The VirtuLApp project will only disclose personal data to third parties if there is a legal obligation or basis to do so as referred to in Section 6 GDPR.

When the VirtuLApp project discloses data to a third party, it will safeguard rights to privacy, among other things by concluding a processing agreement in which arrangements are made as to how personal data must be dealt with.

## **Third-party websites**

This plan is not applicable to websites of third parties that are connected to our website by means of links. The VirtuLApp project advises to go through the privacy policy of these third parties thoroughly.



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## Exercising privacy rights

Persons can submit a request to the VirtuLApp project to exercise the following rights:

- Right to access their personal data
- Right to rectify and/or add to their personal data
- Right to erasure of their personal data
- Right to restrict the processing of their personal data
- Right to data portability
- Right of objection
- Right not to be subjected to a decision based exclusively on automated processing, including profiling.

If their personal data are processed with a view to archiving in the public interest, scientific or historical research, or for statistical purposes, legislation places restrictions on, among other things, their right to access, rectification, restriction of processing, and their right of objection. Furthermore, if data are processed with a view to archiving in the public interest, their right to the portability of their personal data is also restricted. In addition, in this context the VirtuLApp project's requirement to notify data subjects does not apply in all cases.

## Personal Data Authority

The VirtuLApp project will work with the person to find a solution if they have a complaint regarding the processing of their personal data. If this does not lead to a satisfactory result, they have the right under the GDPR to submit a complaint to the [Personal Data Authority](#).

## Changes to this privacy plan

The VirtuLApp project may change this privacy plan. Any changes will be published on the VirtuLApp project website. Changes made to this privacy plan will never be in violation of the GDPR and the privacy rules arising from it.

## Cookies

The VirtuLApp project makes use of cookies in so far as these are necessary for the operation of the website and to monitor the quality or effectiveness of the website.



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## Contact details

For any questions and/or complaints about the safeguarding of privacy within the VirtuLApp project, please contact us

### **VirtuLApp**

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