Levinsky College of Education
Privacy Notice

Last Revised: September 25, 2018

Levinsky College of Education ("College", “we” or “us”) respect the privacy of the users of our website, or any part thereof (the “Site”) at: https://cdime2019.levinsky.ac.il/call-for-proposals/, and are committed to protect the Personal Information that users may share with us in connection with the use of the Site.

This Privacy Notice (the “Privacy Notice”) is intended to describe how we collect Personal Information from you (the “User” or “you”), how we use, maintain and disclose such information when you use our Site.

By entering, connecting to, accessing or using the Site, you agree and accept the terms and conditions set forth in this Privacy Notice, including the collection and processing of your personal data (as defined below). If you disagree to any term provided herein, you may not access and/or use the service in any manner whatsoever.

1. Definitions:

1.1. "Personal Information"- Any information relating to an identified or identifiable natural person (“data subject”); and identifiable natural person is one who can be identified directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, psychological, genetic, mental, economic, cultural or social identity of that natural person.

1.2. "Non-Personal Information"- Which is non-identifying and non-identifiable information, without particular reference to the identity of the User from which such information was collected.

2. Information Collection and its Usage

We collect, process and use your information for the purposes described in this Privacy Notice, based at least on one of the following legal grounds:

With your consent – If you would like to propose yourself as a speaker at the Cultural Diversity in Music Education 2019 (CDIME), it's requires registration where you will be required to convey with an information such as: name, address, your designation and contact information including your email address.

You are not legally obligated to provide us with any Personal Information (and you acknowledge that providing us with Personal Information is done freely). Nor are you required to use the Site in the first place. You have the right to withdraw your consent at any time. However, the withdrawal of consent shall not affect the lawfulness of processing based on your consent before its withdrawal. The College retains itself the right to request additional details after the registration/ the first step of collecting the data.
When operating this Site: We may collect and process your Personal Information in order to operate this Site, following your acceptance of this Privacy Notice; to maintain and improve our Services; to develop new Services and features for our Users; and to personalize the Services in order for you to get a better user experience. As the User enters and/or uses the Service, he/she may automatically provide us with his/her IP address which is used mainly for enhancing the User's experience and for geolocation, personalization and security purposes, as further detailed below.

Legitimate interests: We process your information for our legitimate interests while applying appropriate safeguards that protect your privacy. This means that we process your information for things like detecting, preventing, or otherwise addressing fraud, abuse, security, usability, functionality or technical issues with our Services, protecting against harm to the rights, property or safety of our properties, or our users, or the public as required or permitted by law; Enforcing legal claims, including investigation of potential violations of this Privacy Notice; in order to comply and/or fulfil our obligation under applicable laws, regulation, guidelines, industry standards and contractual requirements, legal process, subpoena or governmental request, as well as our Terms of Use.

3. What are the Purposes of the Collection of Information?

We collect the above-mentioned information, using advanced technics, in order to find suitable speakers for the CDIME 2019 and to give our Users information to use as applicable; for personalized services, notifications; to use on an aggregated, statistical basis to discover patterns and anomalies; to enable us to further develop, customize and improve the Service based on Users’ common preferences, uses, attributes and anonymized data; to enable us to provide our Users with a better user experience, with more relevant and accurate information, services, third party services, features and functionalities, statistical and research purposes, and to deliver advertising and other commercial or sponsored content from the College's authorized partners which may be valuable to our Users, etc.

We retain your Personal Information "as is" and we may process it for operating the Services and/or for statistics and research purpose, as describe as follows, in order to improve our Services. We use this information to refine our Services to better tailor them to your needs and to communicate with you about our Services. Our Services do not entail any automated decision making which have legal influence.

We may use your Personal Information for statistics or research purposes. By doing so, we shall use non-personal data and we shall not disclose your identified data. In case which we may need to use your identified data, we shall use appropriate safeguards to ensure that technical and organizational measures are in place, in particular, in order to ensure respect for the principle of data minimization.

We shall not use and process your Personal Information in order to target advertisement to you without your explicit consent.

4. Where Do We Store Personal Information?
The College maintains the information on its independent infrastructure on servers that it owns and manages in Israel. We are committed to protect your Personal Information and to take appropriate steps to ensure that your Personal Information is processed and stored securely and in accordance with applicable privacy laws, as detailed in this Privacy and Notice.

5. **Cookie Policy**

**What is a cookie?** A cookie is a small file sent from a website which is then stored by your web browser. Cookies are widely used for record-keeping purposes in order to make a website work, or work more efficiently, as well as to provide information to the owners of the website.

**How do we use cookies?** When you use a widget, or any other tool offered by us, whether on a system, device, site, or third-party site, we may record data related to that activity, the layout of the widget, or any other account-related data.

**We use Google Analytics** - An analytics service provided by Google, Inc. ("Google") on the Site, to assist in analyzing the use of the site. For this purpose, Google Analytics uses cookies (text files located on your computer).

The information generated by cookies regarding the use of the Site, standard web log information (including the IP address) and anonymous visitor behavior is transmitted and stored by Google, including on US servers, we upload your IP address before sending it to Google.

In accordance with its Privacy Shield Certification, Google declares that it complies with the EU-US Privacy Shield Framework. Google may transfer the information collected by Google Analytics to third parties when required by law or when such third parties process the information on Google's behalf.

The usage of the data collected on behalf of a third-party will be according to Google Analytics Terms of Service. (Please see the link attached: https://www.google.com/analytics/terms/us.html.).

According to Google Analytics terms of service, Google will not associate the IP address data with any other data held by Google.

You may refuse the use of Google Analytics cookies by downloading and installing Google Analytics Opt-out Browser Add-on. https://tools.google.com/dlpage/gaoptout?hl=en

Cookies are also used to record if the data subject has agreed (or not) to the use of cookies on the site, so you will not be asked the question each time you visit the site.

**What can you do if you don’t want cookies on your computer?** As we are processing your personal data for our legitimate interests as stated below, you have the right to object to our processing of your personal data. There are legitimate reasons why we may refuse your objection, which depend on why we are processing it.

You can change your internet browser settings by following the instructions provided by your browser provider to stop accepting cookies or notify you before receiving a cookie from the site you're visiting if you do not accept cookies. However, you may not be able to use all parts of the site or any functionality of the relevant services.
The purpose for implementing all of the above is to maintain and monitor the performance of our website and to constantly look to improve the site and the services it offers to our users. The legal basis we rely on to process your Personal Information is article 6(1)(f) of the GDPR, which allows us to process personal data when its necessary for the purposes of our legitimate interests.

6. **Direct Marketing**

We will ask your explicit consent to use your contact details for the purpose of informing you regarding our services (which may interest you, and to send to you other marketing material, including news, updates and conventions) transmitted to the e-mail address or phone number you have provided or in any other way. If you already received from us marketing information in the past and you did not ask to unsubscribe, we may continue send you marketing information.

You may withdraw your consent at any time by clicking the "unsubscribe" link in the bottom of the message you received from us or by sending us a written notice by email to the following address: (please enter the address).

7. **Information sharing**

We may share aggregated data and Non-Personal Information (such as statistics about common metastasizes) with third parties for research purposes and to discover patterns and anomalies regarding such things as complications and treatment issues to help to develop better treatments and potentially manage complications. We will not share any identifying information regarding any particular user without such user prior consent.

In some circumstances we are legally obliged to share information: (a) to provide the Services at your request and choice (b) to satisfy any applicable law, regulation, legal process, subpoena or governmental request; (c) to detect, prevent, or otherwise address fraud, security or technical issues; (d) to respond your support requests; (e) to protect the rights, property, or personal safety of the College or the general public; (f) when the College is undergoing any change in control, including by means of merger, acquisition or purchase of all or substantially all of its assets; (g) to collect, hold use and/or manage your Personal Information through our authorized third party service providers, as reasonable for business purposes (including for purposes of providing and promoting the Services); (h) to provide advertising and other commercial or sponsored content from our authorized partners which may be valuable to you or (i) pursuant to your explicit approval prior to the disclosure.

For avoidance of doubt, we may transfer and disclose to third parties or otherwise use **Non-Personal Information** at our own discretion, including without limitation for statistical, analytical and research purposes and for customization, developing and improvement of our Services.

8. **Minors**

To use the Site, you must be over the age of sixteen (16) years old. The College does not knowingly collect Personal Information from children under the age of sixteen (16), unless such Personal Information was provided by the User’s family member who is over the age of sixteen (16) and has all of the required consents, approvals, and rights to upload Personal Information on the
minor’s behalf. We reserve the right to request proof of age at any stage so that we can verify that minors under the age of sixteen (16) are not using the Service. If it comes to our knowledge that a person under the age of sixteen (16) is using the Services, we reserve the right to prohibit and block such User from accessing the Site.

9. Changes to the Privacy Notice

The College reserves the right to change this Privacy Notice at any time so please re-visit this page frequently. We will provide notice of substantial changes of this Privacy Notice on the Service and/or we will send you an e-mail regarding such changes to the e-mail address that is registered with your Account. Such substantial changes will take effect seven (7) days after such notice was provided on any of the above-mentioned methods. Otherwise, all other changes to this Privacy Notice are effective as of the stated “Last Revised” date, and your continued use of the Service after the Last Revised date will constitute acceptance of, and agreement to be bound by, those changes.

10. Retention Period

After completing the submissions, we will delete your abstract immediately.

If you are chosen to be a speaker in the CDIME 2019, we will retain your Personal Information for the convention. After termination of the convention we will retain your information according to the circumstances in which it was shared and on a need basis in order to comply with regulations and legitimate interests, and no longer than a month after the convention.

Either way, we will not retain unnecessary personal data, nor keep it beyond regulatory and legitimate interests required periods.

11. Rights

You have several rights regarding to your Personal Information, such as access and change of your Personal Information. If you wish to implement any of your rights, please contact us at (enter email).

Note to our users in Israel:

The Israeli Privacy Act 1981 provides you certain rights as described as follows:

(a) You have the right to inspection - You are entitled to inspect your Personal Information which is being held in our data bases, by yourself or by your legal representative. In order to do so, please contact us by email (enter email address). We will reply to your request as soon as possible and if applicable we will allow you to inspect your Personal Information no more than 30 days after submitting the request.

(b) You have the right to rectify incorrect or incomplete Personal Information – After you inspect your Personal Information and find it incorrect or incomplete, you are entitled to contact us by email (enter email address in order to rectify or delete this information. We will reply to your request as soon as possible and no longer than 30 days after submitting
Note to our users in the EU:

The European Union’s General Data Protection Regulation (GDPR) provides you certain rights as described as follows:

(a) **You have a right to withdraw your consent at any time.** However, the withdrawal of consent shall not affect the lawfulness of processing based on your consent before its withdrawal.

(b) **You have the right to access your personal data** and supplementary information, rectify your data and data portability. By using our site, you have a direct access to all your Personal Information that you provide to us. In that way, you can rectify inaccurate personal data concerning to you. In case which there are Personal Information which you can't rectify, you can contact us, and we will rectify your information without undue delay. If you’d like, we can give you this information in a structured, commonly used and machine-readable format.

(c) **You have the right to erase your information** ("The right to be forgotten"). However, such a decision may result in the need to terminate the Services provided to you. This right applies in certain circumstances and as long there is not a legal requirement or duty which determine otherwise. Note that we may retain your Personal Information for a minimum period required to provide the Services, or pursuant to any applicable law and legitimate interests. Please note, upon request to delete your account, we may depersonalize (and un-identifiable) your Personal Information and/or your service activity history for the purpose of enhancing and improving our Services.

(d) If you consider that your rights under the GDPR are infringed, **you have the right to lodge a complaint with a supervisory authority**.

For more information regarding to your rights according to the GDPR you can visit the United Kingdom’s Information Commissioner’s Office website: https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr

12. **Contact us**

If you have any questions (or comments) concerning this Privacy Notice, you are welcome to send us an email at (please enter email) and we will try to reply within a reasonable timeframe.

By contacting us, you acknowledge the fact that, if the information delivered by you is not enough for the College to make a definite identification of you, the College may request the provision of additional data necessary to confirm the identity of the data subject.