

## Personal data and privacy:

Some personal data requested from the user when they sign in on the training platform are necessary to its proper functioning. Others are used for statistics, and are processed anonymously.

In detail:

Users' e-mail address and password are used to identify them in their personal space so that they can log in and continue their progress. Their e-mail address is also used to send them newsletters and keep them informed about the project progress.

Data gathered in the subscription form are the following: surname, name, age group, gender, country of residence, mother tongue and professional status. Through progress in the training space, the tested language(s) and results of exercises and tests are also recorded.

These data are requested for statistics and are anonymously transmitted to the Belgian National Agency AEF-Europe, which evaluates the project, and to the project partners in order to improve the training platform.

All user data are safely stored in a MySQL database. Collected data will by no means be sold and will only be used for the needs of the project.

Platform users remain the owners of their data:

- They are entitled to ask at any time if their data have been collected and to request a copy of them in a digital form.
- They are entitled to view all their personal data and their progress in the platform through their profile.
- They are entitled to edit their personal data in their profile.
- They are entitled to demand that their personal data be deleted as soon as possible. To do so, they can send an e-mail to [info@inforef.be](mailto:info@inforef.be).