

# Privacy Policy

Last updated: March 8, 2023

## Revision History

Name	Date	Change Made	Version Number
Avery Gosselin	1/11/2023	Initialized Privacy Policy	1.0
Avery Gosselin	3/8/2023	Grammar Improvements	1.0.1
Avery Gosselin	3/17/2023	Added Section 6: Accountability	1.0.2

## 1. Introduction

This policy describes how your personal information will be handled inside the application. All collected information will be described along with information including the purpose of its collection, how and for how long it will be stored, and how it may be used.

## 2. What Information Is Collected

All collected information will be user submitted, with no additional information being gathered through any other means.

### 2.1. Information Provided by the User

We do not collect direct personally identifiable information. However, we will collect indirect information at a higher level of granularity from the user when submitting images to contribute to the application. This information will include:

- Demographic information (to enable filtering options of images within the public user image gallery):
  - Age range
  - Gender identity
  - Ethnic background
  - RegionP of residence
  - Education level
- User-submitted image (for display in the public user image gallery)

## 3. How User Information is Used

User information will be used in ways that attempt to maximize the privacy and security of the user, while also enabling core functionalities of the system as follows.

User information will be used to generate and provide interactivity within a public-facing image gallery. Within this gallery, users will be able to see the images submitted by other users, as well as the answers to the demographic questions asked upon image submission. Users will also be able to filter the gallery to display images for specific demographic question responses (for example, only showing pictures from users in the age range of 30-49). This functionality will enable users to engage with the image submissions and reflect on potential ways in which the collected demographic information may influence them.

User identities will retain full anonymity in this process, and your personal identity will not be connected to the images in any way.

## **4. Information Storage Practices**

This section describes how user-submitted information will be stored within the system, addressing methods for maintaining security, transferring data, and the length of time data will be stored.

### **4.1. Security**

At this time, all user data will be stored within Qualtrics and Google Drive, and protected with Google's Authentication practices. In the future, a database will be created for user data to be stored securely within the system itself, this section will be updated with relevant information when this occurs.

### **4.2. Data Transfer**

Data transfer occurs at two separate times, which will be described accordingly:

1. Data submission.  
At this time, users will submit their data via a Qualtrics survey, which will then record it within Qualtrics. In the future, this data will be transferred to a system-specific database, and an interface will be developed for submitting data within the system itself, omitting the need for Qualtrics entirely. This section will be updated as this process is implemented.
2. Rendering of the public-facing image gallery  
While not yet implemented, data transfer will also occur as users visit the image gallery. Upon accessing this page, the system will query the database for all relevant images and associated demographic data to be rendered on the screen. This section will be updated as this process is implemented.

### **4.3. Data Retention**

At this time, all user-submitted data will be stored indefinitely.

## **5. Rights to your Information**

At this time, because user-submitted information is fully anonymized and no account system has yet been implemented to identify ownership of data, users retain no ownership of submitted images or data. This means no user may request the deletion or alteration of any submission.

## **6. Accountability**

All questions and concerns regarding the practices of this application should be directed at Avery Gosselin, who can be reached at [avery.gosselin@maine.edu](mailto:avery.gosselin@maine.edu). As a student, his response time may not be immediate,

however, it is very important to him that this product be trusted by its users and that they feel informed and comfortable when contributing to it.