

## Learning Analytics Code of Conduct 2018

- I will ensure that I understand who has the authority within the organization to grant me access to data
- I will ensure I understand how and for what purpose the data was collected
- I will ensure that I utilize data only within the scope of work that has been agreed to and defined within the Memorandum of Understanding
- I will ensure that data practices I employ are transparent to those who granted me access to the data
- I will ensure that the privacy of data is maintained appropriate to the agreement with those whose data I handle
- I will ensure that I monitor the quality, robustness and validity of data and analytics processes in order to develop and maintain confidence in my work and the work of the field
- I will ensure that I understand analytic processes (algorithms, statistics) that I employ
- I will ensure that I act in the best interests of those whose data I utilize and minimize any adverse impacts that my analysis might have
- I will ensure that I am a good data steward and that I only maintain data as required for specific purposes

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_