Using Zoom

Handout for Students
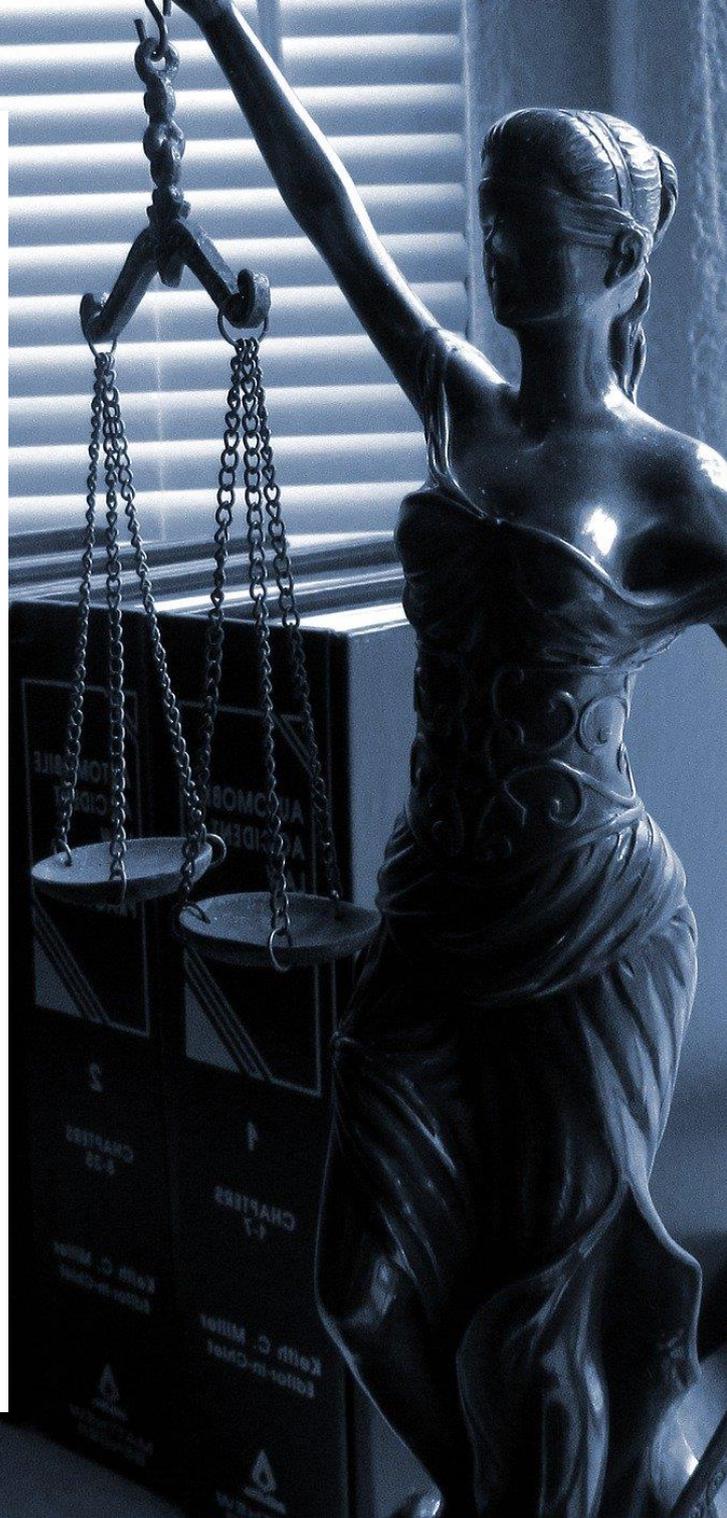
Handout for students

Dear students,

In times of Corona, new forms of teaching and learning provide opportunities to offer courses during the current summer semester and beyond. In particular, the use of the video conferencing software "**Big Blue Button**" and "**Zoom**" for synchronous teaching scenarios as a live stream is an innovation that has rarely been used to date.

In this document, we would like to inform you about aspects of data protection and data security when using Zoom in order to make sure that protection of privacy and personality rights is well in place for you, for other students and for staff. We invite you to read the following information on data protection carefully and to consider our recommendations on data protection regarding Zoom. This include raising awareness and inviting to actively contribute to protect your privacy and personal data.

The use of web conferences is subject to Art. 13 EU-DSGVO. The privacy policy of University of Göttingen can be found at https://studip.uni-goettingen.de/dispatch.php/siteinfo/show/5 (in German).

Registration in Zoom is not necessary

You do not need to register or log into the company´s website (https://zoom.us) to take part in courses via Zoom. Participation in all Zoom meetings is possible without registration. Participation in meetings at Georg-August-University is not affected if you are not registered in Zoom.

Use a HTML5 browser as an alternative to installing Zoom
Participation in courses via Zoom is usually possible via an internet browser. Using the browser via HTML5 does not require a previous installation. Using this option may differ in terms of the functionalities scope and user experience compared to the Zoom client software that needs to be installed. For an explanation, see the Zoom Video Communications, Inc website: https://support.zoom.us/hc/en-us/articles/214629443-Zoom-web-client.

The use of the Zoom client software requires an installation on your end device. The client software is available for devices with Windows, MacOS, Android, iOS and iPadOS (https://zoom.us/download). Security issues will be usually fixed in the client software with the latest update. Therefore, please always use the latest program version. The client transmits user data to the Zoom servers (https://zoom.us/privacy?zcid=1231).

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Students as listeners should be able to participate in Zoom meetings during university courses anonymously towards the system as far as possible (see browser data below). Active participation - with the disclosure of further personal data - is voluntary. You decide which additional functions you want to use in Zoom.

When using further functions in Zoom some other personal data might be involved. For example, if you activate your video camera in your shared flat or address other students with real name in the chat. Please do avoid such situations whenever possible and make sure your choices do not result in any violation of any other student or staff rights.

Principles for the use of Zoom at the Georg-August-University Göttingen
For your data-protected and data-safe use of Zoom the following principles can be applied:

- When participating in meetings, your name and email address may be requested at the beginning or during the course. There is no obligation to enter your real name or a valid email address. You can therefore use a pseudonym of your choice and any email address, even one that is not valid.
- When attending meetings, you can post an avatar picture. There is no obligation to post a picture of yourself.
- You can prevent the transmission of your video and audio data manually, for example by switching off the camera in the software or by disabling (covering with a sticker) the camera on your end device.
- If a verification of participation is required to protect against unauthorized participation in the event, a procedure can be agreed on with the teachers on how your anonymity towards the system is preserved. For example, you can share your alias name in a list in your Stud-IP course. This anonymizes you towards the system, but not towards the participants of the meeting.
- Possibly your teachers will ask you to switch on your video and audio if it is essential to ensure who is participating in the event, e.g. in the event of disturbances caused by so-called trolls. If you do not agree to this, you can no longer participate in the course.
- The recording of other students and the staff of the university in image and sound by participants is not permitted without their prior permission. The teachers are also not allowed to make recordings without your prior permission, unless you choose to switch off the picture and microphone.
- As far as possible, the teachers should provide a second independent channel using university systems (email, Stud.IP). However, this communication path will be time-independent and not ad-hoc, like in a live seminar or lecture in Zoom.
- Do not pass on the link and the access password to the meeting to third parties.

Use of a web browser and cookies

Zoom Video Communications, Inc. and its partners use cookies or similar technologies to analyze trends, manage and track usage while you visit their websites or use of their products and to collect information about you and where you are located while accessing their website or products and how you use their products and services. You can find more information on the use of cookies by Zoom in its guidelines: https://zoom.us/de-de/cookie-policy.html.

Your browser offers various options for setting and managing cookies. You can find information for your browser at https://www.aboutcookies.org/how-to-control-cookies/.

When using web browsers, basic technical data including your IP address is transmitted to the server of the page accessed. We also recommend that you regularly update your web browser to close any security gaps in the software.

For those who would like to protect their data as far as possible when using Zoom, here are our recommendations:
1. Use a HTML5 browser to use Zoom
2. Use an alias
3. Disable your video and mute your microphone
4. Choose the right settings for cookies in your browser

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