

SpeakSOAS – Terms of Service and Data Policy

Effective as of October 15th, 2018

SpeakSOAS' concept is to encourage new contacts between SOAS students and staff who desire to learn and help others with speaking foreign languages. SpeakSOAS allows its users to seek each other out **anonymously**, reach others via the app's text chat and thus arrange their first in-person meetings.

Who can use SpeakSOAS?

SpeakSOAS is meant for internal use of SOAS, *University of London*. Only @soas.ac.uk email account owners (this is, SOAS staff and students) can open a SpeakSOAS account and use the application (a sign up is required to access the application's functionality). SpeakSOAS users are anonymous, no personal data is collected nor published, apart from users' profile pictures or short biographies, uploaded by users according to their preferences.

All users of the app, in their capacity as members of SOAS, must abide by the Student Code of Conduct and the Personal Relationships Code of Conduct.

What data does SpeakSOAS collect and who can see this data?

SpeakSOAS and the data collected by it are stored on Firebase, that is Google's platform for app development. Below, we break down the personal information and utility data depending on who collects them and who can access them.

Data seen by all SpeakSOAS users

- a. **Basic profile info:** username, position at SOAS: student or staff (determined based on a user's @soas.ac.uk email address), language choices (1-3 languages to learn and 1-3 languages to teach), gender (male/female/prefer not to say).
- b. **Optional profile info:** biography (short, up to 150 characters), profile picture.

Data seen by the account owner only: email address (assigned to the account), a list of users with whom a chat has been started, chat history with all other users, log-in password (not seen anywhere, can be reset via email resetting).

Utility data (collected but not seen by users)

- a. Temporary list of messaging tokens of all devices they are currently logged in. At each login/logout, such token is added/deleted to the list, so that push notifications will only be sent to all devices on which a user is logged in to SpeakSOAS at the time of being messaged. These tokens cannot be seen by users.
- b. By default, the Firebase Software Development Kit collects Android Advertising IDs from all Android devices. These work like cookies on a computer and allow the

SpeakSOAS administrators to understand how users engage with the app via Google Analytics. SpeakSOAS does not monetise this information as it does not show advertisements. SpeakSOAS does not have marketing agreements with any third parties. Your mobile devices may offer settings that enable you to make choices about the collection, use, or transfer of mobile app information for online behavioral advertising.

Apart from all what is listed above, SpeakSOAS does not collect any other data. All data, including chat messages, are stored on a server. Administrator of SpeakSOAS can access all users' data apart from their passwords, which are hashed (one-way encrypted, not retrievable from the encryption itself). However, no data is retained in the ordinary course of providing SpeakSOAS' services to its users, i.e. no data is accessed until, for example, some user is reported to be abusive.

Changing profile info – what, when and who can do it?

When and what - Basic profile info (1) and email address assigned to an account cannot be changed after signing up in SpeakSOAS. Optional info (2) can be modified at any time.

Who - SpeakSOAS users can only modify their own account info and credentials. Additionally, in the current version of the app, users may request their data to be changed manually by administrator (also basic profile info, e.g. language choices) via email request (from options menu). The request can also be used to delete an account.

How will we notify you of changes to this policy?

We will notify you before we make changes to this policy and give you the opportunity to review the revised policy before continuing to use our services.

How to contact SpeakSOAS administrators?

You can do so by accessing options menu and be redirected to your device's email client or by directly emailing speaksoasteam@gmail.com

By using SpeakSOAS as a SOAS student or member of a staff, you declare to acknowledge above terms and data policy. When those are updated, you will be notified about all changes.

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