

## Teacher Document



**Overview:** Edmodo is a closed networking site that is designed with a look similar to Facebook. On it, students and teachers can engage in classroom discussions, students can participate in polls, and receive badges. All assignments, due dates, content, and grades are available in the one site. Parents can also join via a unique parent number and gain access to all work and grades of their children. Many educational apps can be incorporated in to Edmodo. In addition, Edmodo has an active teacher community, and resources and ideas are plentiful with opportunities to network with other teachers using Edmodo.

### Privacy Points for Teachers

(Adapted from the Privacy Policy: <https://www.edmodo.com/corporate/privacy-policy> and Terms of Service: <https://www.edmodo.com/corporate/terms-of-service>)

- Users must first sign up for an account, and select a password and username ("Edmodo User ID"). A school or district, may be permitted to register a school or district "subdomain" within Edmodo.com . Users promise to provide them with accurate, complete, and updated registration information.
- Users must have the rights to use any name they select for an Edmodo user ID. Users may not use another person's name with the intent to impersonate that person, nor can they select an Edmodo Subdomain name that they don't have the right to use. In certain situations, an Edmodo User ID may be defined by a school or district.
- Edmodo will generate an access code for schools, districts and teachers to use with each limited access group they administer (an "Access Code"). For example, if you wish to establish a closed group with yourself, as a teacher, and your 5th grade class, you would distribute the Access Code only to members of your 5th grade class. Then only you and they could view what was going on within that group. Everyone to whom a group administrator distributes the Access Code will be a member of that "Limited Access Group."
- Anything posted, uploaded, shared, stored, or otherwise provided through Edmodo is considered a "User Submission." Some User Submissions are viewable by other users. In order to display User Submissions on Edmodo, and to allow other users to enjoy them (where applicable), Edmodo is granted certain rights in those User Submissions.
- For all User Submissions, users hereby grant Edmodo a license to translate, modify (for technical purposes, for example making sure the content is viewable on an iPhone as well as a computer) and reproduce such User Submission, in each case to enable them to operate Edmodo, as described in more detail below. This is a license only - user ownership in User Submissions is not affected.

Adapted from original document created by W. Blancher. Changes may occur; this document is current as of terms of service on Sept. 16, 2014. Check with your own school to make sure it meets your school's privacy policy. Review completed by Breanne Quist.

- Users agree that the licenses you grant are royalty-free, irrevocable, and worldwide, for as long as User Submissions are stored with Edmodo. When a user deletes their Edmodo account, Edmodo will stop displaying those User Submissions to other users (if applicable), but users understand and agree that it may not be possible to completely delete that content from Edmodo's records, and that User Submissions may remain viewable elsewhere to the extent that they were copied or stored by other users.
- Students are only permitted to access the Services within their Limited Access Groups. Edmodo requires teachers, schools, and districts to guard their Access Codes with the appropriate confidentiality, as described in the Acceptable Use Policy. They enable teachers with moderation tools to monitor content within Limited Access Groups. Student accounts are not enabled to "browse" groups to join (a student is only permitted to view and join a group for which he or she has been given an Access Code).
- Users are responsible for all content they contribute, in any manner, to Edmodo, and users represent and warrant they have all rights necessary to do so, in the manner in which they contribute it. Users will keep all their registration information accurate and current. Users are responsible for all their activity in connection with Edmodo.
- Account termination may result in destruction of any content associated with a user's account. Edmodo will try to provide advance notice to the user prior to their terminating their account so that they are able to retrieve any important documents they may have stored in their account (to the extent allowed by law and their Terms), but Edmodo may not do so if they determine it would be impractical, illegal, or would not be in the interest of someone's safety or security to do so.
- Edmodo only collects personal information from a child under 13 through their services where that student's school, district, and/or teacher has agreed to obtain parental consent for that child to use the Services and disclose personal information to them, for the use and benefit of the learning environment.
- If Edmodo learns that they have collected personal information from a student under 13 without parental consent being obtained by his or her school, district, and/or teacher, or if they learn a student under 13 has provided them personal information beyond what they request from him or her, they will delete that information immediately. If someone believes that a student under 13 may have provided Edmodo personal information in violation of this paragraph, they can contact Edmodo at [privacy@edmodo.com](mailto:privacy@edmodo.com).
- When users download Edmodo's Mobile Application, they automatically collect information on the type of device, name and version of the operating system, name and version of the application, whether the currently logged in user is a teacher, student, or other user type, the numerical mobile device user ID, as well as actions performed by the user in accessing the Mobile Application.

- Edmodo also uses mobile analytics software to allow them to better understand the functionality of their Mobile Application and Mobile Site on user's phones. This software may record information such as how often people use the Mobile Application, the events that occur within the Mobile Application, aggregated usage information, performance data, and where the application was downloaded from; this information is considered Mobile Usage Information.
- Edmodo receives and stores certain types of usage information whenever users interact with their services; this information is not Personal Information or Children's Personal Information. For example, Edmodo automatically receives and records information on their server logs from the user browser including the IP address, Edmodo cookie information, and the page they requested. They also record the details of user activity on Edmodo, and the number and frequency of visitors to their site and its components.
- The information Edmodo gathers from users enables them to personalize and improve their services, and allows users to set up a user account and profile through their services.
- If the User Category allows it, users may choose to populate their user profile on Edmodo with Personal Information or Children's Personal Information, including, without limitation, their name, photograph, and school affiliation. This user profile information will be displayed to other users to facilitate user interaction within Edmodo. If a student has an account, the only users who may view the profile are those who belong to their Limited Access Group(s). However, please keep in mind that information (whether Personal Information or Children's Personal Information or not) or content that users voluntarily disclose online (in "communities" which are groups specifically for teachers only, Limited Access Groups, connections, etc.) becomes available to other users and can be collected and used by others, in accordance with the privacy settings each user selects in their account preferences, or in accordance with the User Category to which they belong.
- The Personal Information or Children's Personal Information in an Edmodo account is protected by a password (for the user's privacy and security). Edmodo also uses coding practices which take steps to prevent attack on their services from web browsers and malicious scripts, by processing all actions through several permission verifications checks.
- To request removal of Personal Information or Children's Personal Information from Edmodo's public forums, contact them at [privacy@edmodo.com](mailto:privacy@edmodo.com). In some cases, they may not be able to remove the information; they will let you know if they are unable to do so and why.
- Users may request deletion of their Edmodo account. Please note that some unrevised information may remain in their records after an update of such information or deletion of an account, or in cached and archived pages. Some information may remain viewable elsewhere to the extent that it was copied or stored by other users.
- When using Edmodo, users are consenting to have their data transferred to and processed in the United States. All of Edmodo's servers are currently in the United States.

- Edmodo complies with the U.S. – E.U. Safe Harbor Framework ([http://export.gov/safeharbor/eu/eg\\_main\\_018365.asp](http://export.gov/safeharbor/eu/eg_main_018365.asp)) and the U.S.– Swiss Safe Harbor Framework (<http://export.gov/safeharbor/swiss/>) set forth by the United States Department of Commerce regarding the collection, use and retention of personal data from European Union member countries and Switzerland. Edmodo has certified that it adheres to the Safe Harbor Privacy Principles of notice, choice, onward transfer, security, data integrity, access, and enforcement.

# Parent Document

## What is Edmodo?

Edmodo is a closed networking site that is designed with a look similar to Facebook. On it, students and teachers can engage in classroom discussions, students can participate in polls, and receive badges. All assignments, due dates, content, and grades are available in the one site. Parents can also join via a unique parent number and gain access to all work and grades of their children. Many educational apps can be incorporated in to Edmodo. In addition, Edmodo has an active teacher community, and resources and ideas are plentiful with opportunities to network with other teachers using Edmodo.

## Why am I using Edmodo?

I have chosen to use Edmodo in my classroom this year as it is a safe and secure learning platform with many benefits. Edmodo provides a way for teachers and students to connect, share content, access homework, participate in discussions, manage due dates, and receive class information online. Edmodo is accessible through any mobile device with Internet capabilities – including free apps for iPhone, iPad, iPod touch and Android devices. Students can access their account from any mobile device or computer, and set up notifications within Edmodo to receive alerts/reminders via text or e-mail. Parents can also sign up for a parent account that is linked to their child's student account, and will help keep parents informed of due dates, assignments, grades, school events, important resources, and any direct communication between your child and me.

While no internet-based experience can ever be 100% risk-free, I will take every reasonable measure to manage expected risks. Having the Limited Access Group for our students allows me to keep the access code private and only share with those students in my class. There is no private chat function in Edmodo, so many of the risks I might anticipate using an online site are minimized. However, student use will be monitored diligently by me to ensure that postings are appropriate and respectful to other students at all times. We will go over key points of the school's acceptable use of technology documents in class prior to using Edmodo so that students are clear about expectations for use. If any student in the classroom violates any of the agreements in these documents, action will be taken to ensure that behavior is modified to suit this online environment.

## What's 'personal information'?

"People have different standards of what they consider 'personal' information. Sharing over social media has done a fair bit to reset our expectation. Regardless of personal definition, if the information, data, or content could be used to identify you, it's 'personal information' – though professional or business contact information may be treated separately." 1(Hengstler, 2013). A student's personal information could include: name, date of birth, address, telephone number, email address, educational information, and anything that identifies an individual, including photographs. If any information, data or content could be used to identify you it is then qualified as "personal information".

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## **Why is BC so sensitive to privacy laws regarding data?**

“Shortly after the 9/11 attacks on the US in 2001, the American government enacted the United States Patriot Act that allowed the United States government to search private and public data housed on servers on United States soil. At the time, The British Columbia Medical Services Plan was hosting our provincial medical records in the United States. Unions in British Columbia expressed concern over the ability of the American government to search through British Columbian’s personal medical records and histories. Ultimately, the rule is: if you transfer or authorize the transfer of your personal information outside of Canada, that data is subject to the laws and practices of the country where it sits – be it the United States, China, or India. (Remember that minors, under the legal care of an adult, cannot authorize such a transfer.) Not all locations have similar notions about your right to privacy. Since cloud computing is a relatively new technology, the laws and best practices governing it are still changing and there is a need to stay current.”<sup>1</sup>(Hengstler, 2013)

## **Why is informed consent necessary?**

When using Edmodo for educational purposes in BC, there is a possibility that your child may upload, share, store images, text, audio, or other digital content that may reveal his or her personally identity. Various provinces in Canada, and other jurisdictions across the world, have enacted laws to protect personal privacy. In BC, we are covered by the Personal Information and Protection Act (PIPA). It is one of the most defined privacy protection frameworks in Canada. PIPA states that ‘private bodies’ such as independent schools have defined legal requirements for handling your personal information when it is within their ‘custody’ and ‘control’. Generally, private bodies must make sure that your personal information cannot be stored or accessed outside of Canada without your expressed permission – ‘consent’ (Note: there are certain expectations in the law like data covered by treaties, etc.). PIPA states that your consent must be in writing, state to whom your personal information may be disclosed, and how your information will be used. Also, if you post personal information about others, their permission must also be secured.

## **What if I don’t want to consent?**

If you withhold your consent and your child is unable to participate in activities planned that take advantage of the interactive nature of Edmodo, alternative assignments can be provided to ensure that your child’s grade will not be affected.

While no internet-based experience can ever be 100% risk-free, know that I will take every reasonable measure to manage expected risks.

<sup>[1]</sup> Julia Hengstler is the Educational Technologist with the Faculty of Education at Vancouver Island University & an Instructor in Educational Technology. Please visit this site for more background information about her:  
[http://www.viu.ca/education/faculty/profiles/hengstler\\_j.asp](http://www.viu.ca/education/faculty/profiles/hengstler_j.asp)

## Informed Consent

This school year, our class will be using Edmodo, a free and secure online learning platform where teachers and students can collaborate, share content, and use educational apps to supplement in-class learning. In this private learning environment that is managed by the teacher; students can only interact with others in the class. Edmodo provides a safe and easy way to support learning beyond the classroom, and help students develop important online skills.

### Why Edmodo is beneficial to students:

- Participate in class or group discussions that are monitored by the teacher (students cannot send private messages to other students)
- Communicate directly with the teacher to ask questions and get help with work
- Keep track of important due dates, events, and tasks
- Receive and turn in assignments and quizzes
- View missed work when absent from class
- Access files links and resources provided by the teacher
- Access Edmodo from any computer or mobile device with Internet capabilities and receive notification reminders via email or text (optional)

### How Edmodo is beneficial to parents:

- Parents may also sign up for a parent account on Edmodo, which connects to your child's account. This is a great way to keep informed of due dates, assignments, grades, school events, and any direct communication between your child and me. To sign up for a parent account, you will need your child's unique parent code, which can be found in your child's account (on the bottom left of their home page). Parent accounts are not required, but I recommend signing up for one to stay engaged with your child's learning experience. For more information about how to sign up for a parent account, please visit <https://support.edmodo.com/home#forums/20888720-how-to-sign-up-as-a-parent> .

### Because Edmodo is hosted "in the cloud" it is important for parents to understand some key points:

- The cloud is everywhere. This means that you are able to access it from any device that is connected to the internet, you also need to be aware that others can also do the same so keeping your password private is essential.
- The cloud stores your information so that you don't have to. This means that there will be much more room on your device because once something is uploaded on to the cloud it will remain there and be accessible.

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### Edmodo's Privacy Key Points

- Edmodo does collect and use information about your child. However, this information is statistical and collected in the form of cookies and analytics software, not personal, and is used to improve services that Edmodo provides. Your child's information is not shared with any third parties.
- Edmodo stores and processes all information in the United States and complies with the U. S. – E.U. Safe Harbor Framework and the U.S. – Swiss Safe Harbor Framework set forth by the U.S. Department of Commerce regarding the collection, use and retention of personal data from European Union member countries and Switzerland. Edmodo has certified that it adheres to the Safe Harbor Privacy Principles of notice, choice, onward transfer, security, data integrity, access, and enforcement. To learn more about the Safe Harbor program, and to view Edmodo's certification go to: <http://export.gov/safeharbor/>.
- If your child registers and you (as a parent or guardian) have signed up for Edmodo with an Access Code provided by your teacher, you as a parent or guardian can view all information within or associated with your child's Edmodo account, including, without limitation, messages between your child and teacher and grades your child received on assignments.
- Edmodo uses the Children's Personal Information for creating your child's individual account, customizing their experience, and for sending notifications via Edmodo from your teacher, school, district, fellow Limited Access Group members, and from Edmodo (regarding your use of their services). Please note that you as a parent or guardian, as well as an administrator from your school and/or district, can view all activity and content associated with your child's account, including the Children's Personal Information.
- If your User Category allows it, students may choose to populate their user profile on Edmodo with Personal Information or Children's Personal Information, including, without limitation, their name, photograph, and school affiliation. This user profile information will be displayed to other users to facilitate user interaction within Edmodo or facilitate interaction with Edmodo. The only users who may view your child's profile are those who belong to their Limited Access Group(s). However, please keep in mind that information (whether Personal Information or Children's Personal Information or not) or content that students voluntarily disclose online (in "communities," your Limited Access Groups, to your connections , etc.) becomes available to other users and can be collected and used by others, in accordance with the privacy settings selected in your child's account preferences, or in accordance with the User Category to which they belong.
- The Edmodo account Personal Information or Children's Personal Information is protected by a password for privacy and security. Edmodo also uses coding practices which take steps to prevent attack on their services from web browsers and malicious scripts, by processing all actions through several permission verifications checks.
- To request removal of your child's Personal Information or Children's Personal Information from Edmodo's public forums, contact them at [privacy@edmodo.com](mailto:privacy@edmodo.com). In some cases, they may not

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be able to remove your information, in which case they will let you know if they are unable to do so and why.

- You may request deletion of your child's Edmodo account. Please note that some unrevised information may remain in their records after revision of such information or deletion of your account, or in cached and archived pages. Some information may remain viewable elsewhere to the extent that it was copied or stored by other users.

## Why Informed Consent?

Your consent is required for your child to use Edmodo because the information your child provides to set up a user profile is not stored in Canada. Edmodo is an American company and as such, all information is stored on American servers. For more information, please read Edmodo Terms of Service (<http://www.edmodo.com/corporate/terms-of-service>) and the Edmodo Privacy Policy (<http://www.edmodo.com/corporate/privacy-policy>). Edmodo takes privacy seriously and has received the TRUSTe Children's Privacy Seal to verify this. The only information required from students to set up an Edmodo account is the teacher's class code, their name, and a username and password.

Please review the Terms of Service and Privacy Policy with your child and note that these policies may change over time. You should review them again when you or your child receives a notification that they have been updated.

To enhance learning activities, I may choose to use certain educational applications from the Edmodo Store, if this happens, a notification will be sent in the form of an email. This digital content is offered by vetted third-party publishers who have their own privacy policies but are required to abide by Edmodo's privacy policy standards.

I hope that your child will enjoy using Edmodo to assist their learning this year. You can learn more about Edmodo by visiting [www.edmodo.com](http://www.edmodo.com)

Please keep page 1-3 for your records and complete page 4 to be sent back to me for my records. Thank you.

**Teacher Name**

**Contact Information**

We understand the privacy risks and management strategies as they have been shared with us.

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Parent / Guardian Signature

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Date

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Student Signature

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Date

Received by teacher on: \_\_\_\_\_

## Metadata

Tool / Resource Name: Edmodo

URL: <https://www.edmodo.com/>

### Overview:

Edmodo is an online networking application for teachers and students. Think Facebook, but in a safe and controlled environment appropriate for school. Edmodo is primarily a tool for within-class communication, but it also provides several ways for teachers to connect with other teachers. Edmodo is free – and the edmodo organisation has said all currently available features will remain free

### Enrollment Requirements:

First name	X
Last name	X
User name	X
Email address	O
Street address	
Postal code	
Phone number	
School / Organization	
Age	
Birthday	
Gender	
Group Code	X
Password	X

### Required user information that is displayed

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User name	X
Email	
Name	X
Avatar	O
Location	

## Tool Category:

Informational	X
Presentation	X
Storage	
Game	
Other	

## Grade level:

Primary (K-3)	
Intermediate (4-6)	X
Middle School (7-9)	X
High School (10-12)	X

## Subjects / Courses:

Math	
English	X
Science	

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Social Studies	X
PE	
Health and Careers	X
Fine Arts	
Applied Skills	

## General information

Open / Closed	Closed
Server location	U.S.A.
Tool privacy policy URL	<a href="https://www.edmodo.com/corporate/privacy-policy">https://www.edmodo.com/corporate/privacy-policy</a> Last updated Jan 4, 2013
Tool terms of service URL	<a href="https://www.edmodo.com/corporate/terms-of-service">https://www.edmodo.com/corporate/terms-of-service</a> Last updated Jan 4, 2013
Minimum age requirement	13 (unless parental consent)
iOS app	X
Android app	X

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