

## Teacher Documents



### Overview of Tool

Weebly is a site that allows users to use templates to build creative personal websites to fit their own needs and style for free. Some key features are the easy drag and drop addition of numerous kinds of multimedia files, the fact that use of the website and hosting services are free of cost to students, the fact that there are no advertisements on the page (which can be a benefit to potentially impressionable young students) and also that it will allow them to quickly and easily blog and comment on each other's work. Weebly for education is hosted on company servers in the U.S. so there is the added concern of privacy issues that students and parents will need to be made aware of.

### Privacy Points for Teachers

Adapted from the Privacy Policy (<http://www.weebly.com/privacy/#>) and Terms of Service (<http://www.weebly.com/terms-of-service/#>)

**Social Networking** "Students may only post content within the rules and restrictions put in place by a school or teacher, or by government legislation such as the British Columbia Personal Information Protection Act (PIPA)."

- This acknowledges PIPA but doesn't quote it. Therefore the onus is on the teacher to know and understand regulations prior to using any networking sites with their class. This applies to all activities as they will be blogging and commenting on each other's blogs. Prior teaching and guidelines will be necessary

"Students may not post or send any personal information that may be damaging, threatening or dangerous to themselves or to others."

- In creating sites we will need to be careful not to post pictures or information that could identify students. Pre-teaching of appropriate information to share will be required as well as monitoring to ensure students comply.
- This can also refer to the tone in postings and comments that are made on sites, another instance of pre-teaching and ongoing support being needed.

**Copyright/Fair Use/Plagiarism** "Users must respect all copyright laws that protect intellectual property such as software, artistic work and writing."

- All pictures will have to be cited and students working within their own sites will have to reference where pictures or other media that they use comes from. A lesson on copyright and fair use will be required.

## Privacy/Safety

“Users are prohibited from sharing their passwords with any other user, or permitting others to use their access accounts. Account holders are responsible for all activity within their account.”

- Students will be reminded of protecting their passwords and not sharing such information in order to maintain privacy and safety and ensure appropriate postings and comments are being made.

Weebly is not in the business of selling information about their users: they use the information that users share with them for the sole purpose of running and improving their services.

Weebly automatically receives and records information on their servers logs from the user's browser including the user's IP address, cookies, and the pages that were requested. Weebly also collects other user information as part of their analytics services, however they do not link such information to any personally identifiable information submitted while on the site.

Weebly uses information for the following general purposes: products and services provision, identification and authentication, services improvement, support, contact, research, and anonymous reporting.

The information generated by the cookie about user's access of the website (including their IP address) will be transmitted to and stored by Google on servers in the United States. This information is for the purpose of evaluating the user's access of the website, compiling reports on website activity for website operations and providing other services to website activity and internet usage.

You may refuse the use of cookies when using Weebly.

By using Weebly's website, the user consents to the processing of data about them by Google.

Students under the age of 13 may use Weebly through special student accounts created by their teachers through [education.weebly.com](http://education.weebly.com), provided the teacher has obtained signed parental consent from the student's parents.

Weebly does not share personal information they learn about their users from their use of the Weebly web site, nor do they share, sell, rent or trade personally identifiable information with third parties for their promotional purposes.

Weebly uses physical, electronic, and procedural safeguards to protect personal information about their users. User's account information is password-protected.

If Weebly learns of a security systems breach they may attempt to notify the user electronically so that they can take appropriate protective steps.

If you post personal information online that is accessible to the public, you may receive unsolicited messages from other people in return. You should be aware that any information you provide in these areas may be read, collected, and used by others who access them.

You can contact Weebly at:

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