

## Notice of Collection

### Protection of Privacy

In accordance with Section 39(2) of the *Freedom of Information and Protection of Privacy Act* ("FIPPA"), your name, Ryerson username, email address, course information and completed exams is collected by Ryerson University (through the D2L course) and shared with Crowdmark Inc. under the authority of the *Ryerson University Act*, to support the advancement of learning by facilitating the evaluation of student work using the Crowdmark application ([www.crowdmark.com](http://www.crowdmark.com)) and other related or consistent purposes. All personal information that is collected is used, stored, and destroyed in accordance with Ryerson University's *Information Protection and Access Policy*.

Your completed exams will be scanned and uploaded to Crowdmark.com by Ricoh Canada, Inc. Ricoh will then return the paper exams to Ryerson. Ricoh does not retain any digital copies of the exams it scanned for the purpose of uploading to Crowdmark.com. For information on Ricoh's privacy policy go to: <https://www.ricoh.ca/en/about-us/privacy-policy>.

The information provided through Ryerson's D2L Brightspace integration with Crowdmark and through your course work, will be stored on Crowdmark servers outside of Canada. Crowdmark will transfer the grading information to Ryerson's systems regularly; however, a copy of your student work will remain on Crowdmark's servers until one year after end of the academic term in which you took the related course at Ryerson. For more information on Crowdmark's privacy practices please see <https://crowdmark.com/privacy/>.

If you have questions about the collection, use and disclosure of this information by Ryerson University please contact the professor using the Ricoh scanning and the Crowdmark application services: **Sophie Quigley, Department of Computer Science, 416-979-5000X7401, [cps420@scs.ryerson.ca](mailto:cps420@scs.ryerson.ca)**