

December 22 2017

**Re: PIA – Techsmith Camtasia**

The Privacy Impact Assessment conducted for Techsmith's Camtasia software completed on August 30 2017 is now amended to include all users at the University of Northern British Columbia. The same restrictions for use indicated within the Privacy Impact Assessment will apply for all users of the service.

This letter and the signed copy of PIA 17-009 will be attached to each web requisition before purchasing this software. The Information Governance Officer will also require that prospective users of the service are briefed and understand the conditions of use, before the requisition can be completed.

Any questions about alternative uses for this service besides those indicated in the Privacy Impact Assessment need to be forwarded to the Information Governance Officer before any alternative methods of using Techsmith's Camtasia occur.

Yours truly,

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