

Form A

Please review the entire form before you answer any questions. Providing more information than the questions asks, providing information answering the wrong questions, or leaving sections blank will delay Privacy Officer approval.

In the following questions, answer the open ended questions in the **bolded** prompts. Keep bold font on all answers provided. Answer **Yes / No** questions by deleting the answer that does not apply. Do not add open ended text to **Yes / No** responses.

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Description and Scope of Information Management

Describe the purpose of your project/initiative/software. Describe a brief high level overview of the functions, who will benefit from those functions, and who will be impacted if that is not transparent. Indicate if there are groups that are restricted from use and the reason for proposed restrictions. Describe whether there are other reference documents including previous PIAs, whitepapers, or compliance documentation that may support this assessment.

Tinkercad software is a simple cad software available online. Students may use this software to create 3D designs as part of ENGR 217: Engineering Design II. Engineering students may be impacted if not transparent. It has a designation of KidSafe COPPA Certified.

Here is the link to their privacy site: <https://www.tinkercad.com/privacy>

Here are the Terms of Service: <https://www.autodesk.com/company/legal-notices-trademarks/terms-of-service-autodesk360-web-services/terms-of-service-for-tinkercad>

All Elements of Information or Data

Using concise point form, please list the elements of information or data involved in the initiative, even if no personal information is involved. This could include client's name, age, address, work/home email, work/home phone number, educational history, employment history, work status, health information, financial information, photos, comments on a blog, or information specific to your subject area.

- **Students must sign up for an account using their name and email.**

Commented [KH1]: Student email addresses are considered personal information under FOIPPA.

Privacy Impact Assessment ("PIA")

PIA # 21-008

Tinkercad

- **Please note that a Privacy assessment for Tinkercad has already been performed for other groups at the University – PIA 18-007 See attached.**

Commented [KH2]: The PIA provided in your email was for Fusion 360 PIA 18-007. I have not been able to find one for Tinkercad in the PIA files I have either. Could this have been under a different name?

Location of Where Information is Managed

Does the information manager, vendor, and / or service provider operate from an office outside of Canada? **Yes**

Does any user of the information managed in this initiative access this information from outside of Canada beyond during short-term temporary travel? **Yes / No**

Does this initiative have any components that temporarily process information outside of Canada? **Yes**

Does this initiative store information for operational use outside of Canada? **Yes**

Does this initiative back up or make additional or redundant copies of information outside of Canada? **Yes**

Privacy Officer Comments, Conditions & Concerns

This PIA is based on a review of the material provided to the Information Governance Officer as of the date below. If, in future any substantive changes are made to the scope of this PIA, the public body will have to complete a PIA update and submit for approval.

Because students will be encouraged to use Fusion 360 and students must sign-up for an account using their name and email, the management of personal information that could affect an individual's reputation or right to privacy if disclosed requires Form B to be completed.