

### **Reach Device trial - Data Sharing Agreement**

1. The University of Worcester is piloting the use of a tablet device by staff and students in the classroom and as a means of accessing Key textbooks using eBooks. Your course has been selected to take part in this pilot.
2. As a participant in the pilot, the University of Worcester will share your information with John Smith's for the purpose of administering and evaluating the pilot. This information includes your contact details e.g. student number, student name and university email address, and academic information e.g. year of study, course and module details.
3. John Smith's subcontract the eBook provisioning to their partner Kortext. Your personal details (name and university email address) and academic information e.g. course and module information will be shared for the purpose of setting up your Kortext account and allocating you your eBooks. The Kortext platform provides the university with information about your usage of the eBooks, including volume of book usage; page read tracker and engagement with group discussions. The university will use this data only for the purpose of evaluation of the scheme and improving your learning experience.
4. Your pilot data may also be combined with other data the University holds to identify meaningful patterns, with the sole intention of providing effective support to improve the student learning experience.
5. We will only share your information within University of Worcester (staff only), Kortext and the John Smith's Group. Your information will be processed and held securely in accordance with the Data Protection Act 2018, the UK's implementation of the General Data Protection Regulation (GDPR) & [University of Worcester's Student Privacy Notice](#).

### **Reach Device trial - Terms and Conditions**

6. By taking part in the Reach device trial, you will be helping the University to develop the most effective ways of working with students to ensure that your University experience is as successful as it can be. You may be asked to participate in a variety of evaluation and impact assessment activities, which will include surveys, focus groups and research.
7. All full-time Home/EU students on year one of your course will receive the device. This means that staff can plan sessions confident that all of the students in the group have equal access to the same core course text books and to a compatible device when in the classroom, at home or in other settings.
8. Receiving your device:
  - The device serial number will be registered to you and a record will kept by both the University and John Smiths group;
  - The device is yours and you will be responsible for ensuring that it is in working order and available for your use in the range of classroom, group and remote settings as directed by your course staff;
  - If you leave the university prior to the end of your course or transfer to another University of Worcester course, you will be required to return the tablet.
9. Looking after your device:

- The device will be your responsibility.
- You must not sell or loan the device.
- You are responsible for looking after the device and ensuring that it is in good working order so that it can be used within the range of classroom, group and remote work settings as planned as part of the Reach trial.
- The device comes with a protective case; you should keep it in this case to minimize the risk of any damage.
- The device comes with a 3 year manufacturer's warranty (1 year for the battery); this does not cover theft or damage to the device caused accidentally or deliberately. You are strongly advised to insure the device against theft and accidental damage as you will be responsible for the cost of repairs not covered by the warranty, and a replacement in the event of theft.
- If the device develops a fault, please take it to the ICT helpdesk. If they are able to fix the fault, they will do so. If they are unable to fix the fault and if it is covered by warranty we will have the device repaired.
- If the fault is due to accidental damage and is not covered by warranty, you will be liable to pay the costs of repairing the device. Screen repairs are available at a discounted rate from Samsung. You may purchase this through the UW online shop. Any screen repair undertaken by any other party will invalidate the device warranty.
- If your device is lost or stolen, you must report it immediately by contacting your course lead. We will be able to provide you with a replacement tablet but you will be charged for this.

#### 10. Using your device

- You are required to password protect your tablet using a unique password.
- You must keep all of the originally installed software on the device; any additional software installed by you must not impact upon the device's ability to run the pre-installed apps.
- You must not download anything onto the device that will have an adverse effect on the battery life.
- You are responsible for any fees/ costs or charges incurred under the users account.

#### 11. Kortext

- Once you receive your device, a Kortext account will be created for you and you will receive access to designated core course e-books, free of charge.
- You will receive a digital copy of the core course text books and this will be your own copy;
- The Kortext platform provides the University with information about your usage of the e-books and includes; page reader trackers, volume of book usage, levels of engagement with group discussions.