

### **Important information regarding the use of Zoom**

1. The following provisions govern the terms and conditions under which the services offered by the JKU at <https://www.zoom.us/> may be utilised by the user.
2. This service is exclusively available to JKU employees for purposes related to their work at JKU. The user is obliged to comply with the terms of use specified by Zoom.
3. Login credentials are required to make use of this service. These are provided by Information Management, taking into account the availability of licenses and the priorities of the planned use.
4. The user is under obligation to keep his/her login credentials strictly secret and not pass them to third persons. Should third parties obtain access of the login details, the user is obliged to inform Information Management immediately.
5. The user is responsible for all content that is created, published or shared by him/her during the use of the service. If a virtual videoconference is to be recorded, the user is responsible that the participants are informed of this at the beginning of the meeting. Virtual meetings held in order to conduct an oral examination are in any event not allowed to be recorded.

Photos or videos of individuals taken during the virtual conference may only be published online (e.g. on the JKU website, Moodle, social media channels or YouTube) if there is a public or legitimate interest on the part of JKU to do so and if the participants have been informed accordingly and have not objected to the publication. JKU is not obliged to verify the legal conformity of such content, to approve it or to inform the user of any potential legal infringements. It is the responsibility of the user to comply with the legal provisions relating to the use of the service.

6. In case of excessive use, disruption of the service for other users or any other kind of harmful and/or illegal use of the service, JKU reserves the right to terminate the user's right of access without prior notice.
7. The right of use ends with the termination of the user's employment relationship. Notification of such termination must be made to Information Management. The JKU will terminate access if the user violates the provisions of this agreement or is no longer an employee of JKU. JKU reserves the right to discontinue, terminate or cancel the user's right of access without notice or justification (e.g. if the developer discontinues the offer or JKU no longer holds a license). Accordingly, the user has no claim on being allowed to access the service.
8. The JKU is authorized to delete the content posted by the user at JKU Zoom six months after the end date, irrespective of the reason for the termination of the usage rights. The user has no claim for return or other transfer of the content posted by him/her. Should the user require access to the videos stored in the cloud at a later date, he/she must download them. The JKU explicitly states that the user is responsible for the backup of his/her data.

9. The content submitted by the user is stored and processed for the purpose of providing the service. However, the user has the right to object to the processing of his/her personal data at any time.
10. JKU is authorized to delete meeting rooms or materials that are older than 4 years.
11. The JKU explicitly informs that a failure of the JKU Zoom system may occur. JKU therefore advises that the user can back up his or her data at any time and that he or she must do so to ensure permanent availability.
12. JKU expressly reserves the right to discontinue the service or individual parts thereof, temporarily or permanently, or to restrict its availability without prior notice.
13. The JKU expressly reserves the right to change or adapt the terms of use at any time. Changes will be announced via <https://help.jku.at/x/5oMf>.