Register information of the Graphogame[1] learning and training environment

According to Personal Data Act (523/99) 10 § of the Finnish Law.

Created 16.4.2007. Renewed 10.4.2008. Updated and translated in English 6.2.2012.

1. Registrar

NIILO MÄKI FOUNDATION and UNIVERSITY OF JYVÄSKYLÄ
P.O. Box 35
40014 University of Jyväskylä
FINLAND

2. Contact information

Professor (Agora Center, University of Jyväskylä)
Ulla Richardson
P.O. Box 35
40014 University of Jyväskylä
FINLAND
Tel. +358400247398
E-mail: graphogame@lists.jyu.fi

Executive director of Niilo Mäki Institute
Juha-Matti Latvala
P.O. Box 35
40014 University of Jyväskylä
FINLAND
Tel. +358504414043
E-mail: graphogame@lists.jyu.fi

3. Name of the Register

User and research register of the Graphogame learning and training environment.

4. Use of the Register

Register is used for maintenance of the membership information, for research purposes and for developing the service. Register is used also for offering technical support for individual users. The registrar and its partners in cooperation may use the register for research purposes.

---

[1] The international name is *Graphogame*, the original Finnish name is *Ekapeli*.

5. Information content of the Register

5.1. Personal information

User of the Graphogame service enters the information into the register during the registration. Information is stored in an electronic form during the membership of the Graphogame Service.

5.1.1. Personal information of the users (teachers, researchers and other professionals)

Forename, surname, profession, workplace, e-mail address, postal address, postal code, town, country, telephone number, user account and password.

5.1.2. Personal information of the users (parent or other guardian of the playing child)

Forename, surname, e-mail address, postal address, postal code, town, country, telephone number, user account and password.

5.1.3. Players of Graphogame

Name, date of birth, place of birth, name of the guardian, e-mail address of the guardian, postal address of the guardian, telephone number of the guardian, guardian's permission to deliver contact information for researchers, guardian's permission for children to play Graphogame, guardian's permission to use game data for research, and the user account of the player.

5.1.4. Other information

Register may include also other information entered by a member or the personnel of the Service.

5.2. Research data

Research data are collected from the users of Graphogame service by questionnaires and automatically during the gameplay. The users of the Graphogame Service are informed on the research data collection before they register. Also other research data can be collected, and the users are informed about this in advance.

5.2.1 Questionnaire for the guardians

Background data are collected from guardians after their child has played the game for one hour. The following information is collected in the questionnaire:
School starting year, languages that child uses, reading or writing difficulties in family, child's language development, learning difficulties, interest toward learning to read, child's

reading and writing skill, possible participation in special education, other information entered by the guardian.

In addition, the register may include also information from other additional questionnaires.

5.2.2. Data gathered automatically during the gameplay

Register includes also data gathered automatically during the gameplay.

5.2.3. Other research data

Register may include also other research data related to Graphogame.

6. Sources of the information

Users of the service enter the information into the register electronically or manually. A part of the data in register is stored automatically.

7. Assigning the information

Information in the register may be assigned to researchers and research collaborators of the Graphogame research group. Register information may also be used for individual support and feedback for users of the service.

Information is assigned electronically.

8. Principles for protection

The Register is maintained in an electronic format. The Register is situated in Graphogame's database server and in backup servers, which both are protected by firewalls and administration passwords.

User registration can also be done manually. Manual information is stored in a locked filing cabinet, which is situated in a room protected with an electronic access control system.

9. Right for checking and correcting the information

A registered person can check and correct his/her own register information by entering the service with his/her individual user account and password. The guardian of the child playing Graphogame can check the register information of his/her child with a written request from the registrar.

10. The right for ending the membership

A registered person has the right to end the membership and ask for deletion of the personal information stored into the register.