

Research privacy notice: Processing of personal data in the research

This research will process personal data about you according to the current data protection legislation (EU General Data Protection Regulation 2016/679, and current national legislation). The following will describe matters related to the processing of personal data.

Data Controller of the research

Data Controller refers to an entity that has alone or together with others defined the purposes and means of processing personal data. Data Controller may be a university, commissioner, other cooperation entity, thesis worker or some of the aforementioned together (e.g. university and a thesis worker together).

In this research, the Data Controller of the personal data is:

University	x	
Commissioner		Name of the commissioner: OHJY-Wellbeing Through Counselling project, a project funded by the Ministry of Education and Culture
Other cooperation entity	x	Name of the cooperation entity: Diaconia University of Applied Sciences
Thesis worker		

You may ask more about the processing of your personal data from the Data Controller's contact person

Name of the Data Controller's contact person: Leea Naamanka
Organisation: Diaconia University of Applied Sciences, Albertinkatu 16 B, 90100 Oulu
Tel. +358 50 3398910
E-mail: leea.naamanka@diak.fi

The following personal data will be collected about you in the research

Processing of personal data is only justified, when it is necessary for the research. Collected personal data must be minimised, they must not be collected unnecessarily or as a precaution.

In the initial survey of students in 2021, the following will be asked from you at the beginning of the survey as basic information: your educational institution and study campus, field of study, mode of learning, starting year of your current degree, age (with the accuracy of a certain age range), form of housing and employment situation. You will also be asked about subjective

Data subject's information and data protection form

experiences and opinions i.a. concerning your own wellbeing, remote studying, team work as well as support and guidance related to studying.

In the student wellbeing survey in 2023, the following will be asked from you at the beginning of the survey as basic information: your own educational institution and mode of learning, study campus, field of study, starting year of your current degree and age (with the accuracy of a certain age range). You will also be asked about subjective experiences and opinions i.a. concerning your own wellbeing and ability to cope as well as support and guidance related to studying. You will also be asked to give feedback about the OHJY project in the survey.

Movie tickets will be drawn as prizes among the respondents of the survey. Participating in the draw is voluntary, and the e-mails of the respondents who want to participate will be collected.

You do not have an obligation based on a contract or a statutory duty to provide your personal data, but participation is completely voluntary.

The research will also collect your personal data from the following sources

The research will not collect your personal data from other sources.

Protection principles of your personal data

OHJY - Wellbeing Through Counselling project will collect survey material from students who are in the target group of the project (6 higher education institutes) in order to target the measures of the project and to evaluate the effects of the project. Survey material will be collected on two occasions: 1) In the initial survey of students in October of '21 2) The student wellbeing survey in the spring of '23. All survey material will be collected with the help of Webropol. The project manager will take care of the storing, safety and future use of the survey material. Using Webropol, different i.e. Excel format reports will be made from the survey material.

The secure storage of the research material will apply to the two surveys conducted during the project. The project manager will store and back up the files on their own network drive, which is password protected. The survey material will not be shared through e-mail, and thus will not cause a security risk. The Teams channel of the project will only store general reports of the material, in which the answers of individual respondents are not mentioned. The e-mails collected for the draw will not be stored and the information related to them is not stored outside of Webropol. E-mails collected for the draw will be deleted from Webropol immediately after the draw has been held.

The higher education institutions of OHJY will be responsible for sharing the survey. In some higher education institutions, the survey link can be forwarded directly through e-mail lists to the student's of higher education institutions.

The purpose of processing your personal data

The purpose of processing your personal data is to provide information from OHJY - Wellbeing Through Counselling project 6 April 2021- 31 December 2023 target group students about their experiences of which measures support their wellbeing, how the measures developed during the project should be implemented and how beneficial and effective the measures developed during the project are.

Legal basis for processing personal data

The legal basis for processing your personal data is consent.

Duration of the research (processing time of your personal data)

The initial survey of students

7 October – 5 November 2021: The time period, when the survey is open for higher education students who are in the target group of the project.

November and December 2021: Reporting and compiling the results of the survey.

Spring 2022: Targeting the measures of the OHJY project based on the received answers and reviewing the answers within the project team. Compiling the results of the survey and writing a report based on the received answers.

The student wellbeing survey

Spring 2023: The survey is open for students.

Early summer-fall 2023: Reviewing the results of the survey and reporting.

Fall 2023: Implementing the measures of the project based on the student wellbeing survey and utilising the results for evaluating the effectiveness of the project for the final report.

What happens to your personal data after the research?

The material will either be stored until the final report of the project is submitted on 30 April 2024, or it will be stored, where applicable, for safekeeping after the project i.a. to IDA. However, the answers of individuals will not be stored there, but the aim is to investigate, whether there is something in the reports etc. compiled from the material that could benefit future research on this topic. Potential material to be archived could be different kinds of reports. Regarding the material, careful caution will be taken concerning what generalising information from the material will be published i.e. concerning the wellbeing of students.

Handing over information from the research database

Survey material of the OHJY project will be utilised in theses and publications. Information collected from the material will be handed over to thesis workers and authors of publications to the extent that their research work requires the material to be seen. However, handing over the material will be done securely in a way that information of individual respondents will not be handed over.

Possible transfer of your personal data outside the EU/EEA area

Your personal data will not be transferred outside the EU/EEA area.

Your rights as a data subject

Since your personal data will be processed in this research, you will be a data subject in the personal data file created during the research. As a data subject, you have the right to:

Data subject`s information and data protection form

obtain information about the processing personal data

- lodge a complaint to the Office of the Data Protection Ombudsman, if you have a suspicion that your personal data is processed in violation of data protection legislation.

If processing of personal data in the research does not require the identification of the data subject without additional information and the Data Controller cannot identify the data subject, the rights to the inspection, rectification, erasure, restriction of processing, notification obligation and transfer of the data do not apply.

You may exercise your rights by contacting the Data Controller.

Personal data collected in the research will not be used for profiling or automated decision-making

Processing of personal data when analysing material and reporting research results

Information and research material collected about you will be processed confidentially, as required by legislation. The material will be analysed and the results reported at a group level, in which case an individual person is not identifiable.

In addition to Webropol, which will be used as a survey template, the research material will be stored on the network drive of OHJY project's project manager until the final report of the project is submitted on 30 April 2024. During the project, it will be clarified, whether there are such reports etc. in the material, which should be stored for future research e.g. in the Research Data Storage Service IDA. The information collected during the research may be used later in theses and publications. If they wish, the data subjects have the right to receive information about who has received the material for their use.

The data and backup files will be destroyed by deleting all files and recycle bins from Webropol, the personal network drive and the Teams channel of the project.