

## EPIC ENGLISH DATA PRIVACY ACCEPTANCE CHECKBOX ACTIVATION

If enabled, here's what the participant will see before taking an assessment. (FULL COPY BELOW)

The screenshot shows a web interface for the 'Data Protection Consent Form'. At the top, there is a light blue header with the 'EVERYTHING DiSC WORKPLACE' logo. Below the header, the title 'Data Protection Consent Form' is centered. A paragraph of text instructs the user to read the form and click 'Accept' to proceed. A scrollable text box contains the following text: 'Inscape Publishing, LLC, a subsidiary of John Wiley & Sons, Inc (Wiley)', 'Last Updated November 6, 2017', and a detailed privacy policy paragraph. At the bottom of the scrollable box are two buttons: 'Accept' and 'Do not Accept'.

EVERYTHING DiSC  
WORKPLACE®

### Data Protection Consent Form

Please read the Data Protection Consent Form below. You must click the "Accept" button before you will be able to complete the profile.

Inscape Publishing, LLC, a subsidiary of John Wiley & Sons, Inc (Wiley)

Last Updated November 6, 2017

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**Accept** **Do not Accept**

- If the Participant clicks **Accept**, they will move right into the normal assessment-taking process.
- If the Participant clicks **Do not Accept**, they will not be able to move into taking the assessment, and the following message will appear:

The screenshot shows a small dialog box with a white background and a grey border. The text inside reads: 'From www.wiley-epic.com', 'Click OK to confirm your Do Not Accept selection, or Cancel to return to the Data Protection Consent Form.' At the bottom right, there are two buttons: 'OK' and 'Cancel'.

From [www.wiley-epic.com](http://www.wiley-epic.com)

Click OK to confirm your Do Not Accept selection, or Cancel to return to the Data Protection Consent Form.

**OK** Cancel

## FULL DATA PROTECTION CONSENT COPY

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The administrator who sent you the access code to this report does have access to your personal data, such as your first and last name, and email address. They will only use this third party personal data for the purpose it was intended for.

Upon request Wiley will provide you with information about whether we hold, or process on behalf of a third party, any of your personal information. To request this information please contact us at [rights@everythingdisc.com](mailto:rights@everythingdisc.com).

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The administrator who sent you the access code has access to the completed report – not the individual data items and responses provided by you nor the optional demographic information. If you choose to provide additional demographic information, this information, together with your individual responses, is used for research purposes only. It will not be provided to the administrator or to any third parties, and is not linked to your name or any other identifiable personal information. Wiley will not transfer your data to any third party or make the data available for use outside of its system.

We will retain your information as long as needed to provide you access to your completed profile. We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

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We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it. No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, while we strive to use commercially acceptable means to protect your personal data, we cannot guarantee its absolute security.

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#### Changes in this Data Privacy Policy

If we decide to change our privacy policy, we will post those changes to this privacy policy, the home page, and other places we deem appropriate so that you are aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it.

We reserve the right to modify this privacy policy at any time, so please review it frequently. If we make material changes to this policy, we will notify you here, by email, or by means of a notice on our home page prior to the changes becoming effective.

#### Contact Us

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