

Terms and Conditions of use – November 2016

Version 2.0.3 – released on 16 November 2016

1. Description of the service

This project is part of a wider innovation process for the EUI Web Services, aimed to centralize web communication tools to improve internal and external communications.

The core software (the main functionality), is completed with components for various purposes. Each component is released at a centralized level by the EUI Web Unit.

The components will be released by the Web Unit to add features, or enable integration with other tools.

Some examples of components are:

- front-end editing module
- auto generation of contact page
- Sync publications with Cadmus
- SEO pack to boost visibility on search engines
- Import/export of existing websites
- Social media plugins (share buttons, comment box)

No technical customisation is allowed for specific sub-sites.

2. Identity of the project

Users will autonomously publish content, within the borders set by the project. The content must be related to the EUI activities and role.

The opinions published on the personal websites reflect the ideas and position of the author, and are not published in the name of the EUI.

The content should not promote any personal business, not related to the EUI academic activity, and should be no profit.

3. Purpose of the content

The content published through the EUI Personal websites, will be used to promote and support all the EUI activities, with special reference to the EUI research (including the PhD campaign).

A main website (Personal Website homepage) will feature and highlight content as well as improve visibility and accessibility to it.

4. Support and training

The service is provided and supported by the EUI Web Unit.

Full documentation and all related information on training and support are available on the EUI Web Communications Portal (intranet access).

5. Hosting and naming of the project

The websites and all related files are public; all the files are stored in a data center in the Netherlands.

Login is performed on a secure server (Microsoft Azure authentication service) under SSL (encrypted data).

CDN, cloud hosting and different data centres around the world can be used to improve performance and user experience.

The personal data used by this service, are either spontaneously inserted by the users, under their responsibility, or pulled by public EUI web services and/or databases.

For example, Name and surname, email address and department of origin are obtained from the same data source used for the public EUI website www.eui.eu.

The URL for the service is me.eui.eu/FirstName-LastName (e.g. me.eui.eu/jhon-smith) – Special cases (e.g. same first name and last name) will be managed by the Web Unit.

6. Ownership of the content and data protection

Ownership of the content: The service offered is a communications tool to share and give to utmost visibility to content and information related to the academic or professional activities of its users (including her/his public personal details and contacts that are of public domain).

The service is available only after the acceptance of these terms and conditions of use.

To respond to the project's main objectives, all the content published through this service will be public and accessible via the Internet.

The owner of all the content published or imported is the author, who guarantees about her/his ownership accepting the terms of use.

The author is responsible to write and upload content that he has the right to publish on his personal website, at the conditions described in this page.

All content is published under the license "CC BY-NC-ND" <https://creativecommons.org/licenses> adopted by the EUI at a centralized level for the project.

Data Protection: Personal data of the author is published on the website upon his specific request (the acceptance of this terms and condition statement upon creation). By publishing the data, the author gives his unambiguous consent to the publication of his data, in full knowledge of the fact that the information will consequently fall in the public domain. The author remains fully responsible for the accuracy of the published data and for complying with legal and statutory requirements regarding data protection and especially with President's Decision No.40/2013 of 27 August 2013 regarding Data Protection. In case personal data of third parties appear on the author's webpage, he shall be responsible for having obtained the third parties' consent for publication of the relevant data in case they haven't already been made public.

Responsibility for the update of this data remains within the author. Furthermore, the EUI doesn't bear any responsibility regarding

further processing of the personal data by third parties.

In case of incidents of copyright infringements or unauthorized publication of personal data of third parties, the EUI web unit should be notified as soon as possible. The EUI Web Unit will evaluate the case and, if appropriate, will remove the material temporarily (until the issue is clarified and resolved), or permanently in case the breach is confirmed.

7. Portability

An import export workflow ensures portability of content through a standard WordPress file (posts and pages).

Import and export from and to other tools (different than WordPress) might require custom development, which will not be provided by the Web Unit.

A personal website can be exported in a standard wordpress format, and can be delivered electronically (e.g. pen drive) along with related files to the author/owner.

The import service should be requested to the EUI web unit through the Web Support on the EUI Web Communications Portal.

8. Controversies and offensive content

The authors should never publish content that is offensive or discriminatory. In case of a controversy, the EUI Web Unit should be informed. The complaint will be reviewed, and eventually forwarded to the most appropriate EUI service or department.

Comments on the blog sections of each personal website are provided through the Facebook comments plugin.

Comments can be posted only through a Facebook account. Terms and conditions of Facebook apply to this service.

EUI personal websites

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