

Instruction

Case number Valtori/2063/06 00 00 01/2023

Tori services

17.8.2023

Tiimeri Terms of Use

Thank you for using Valtori's <u>Joint Workspace Solution Tiimeri</u> services ('Services'). By signing up an Eduuni-ID Account ('Eduuni-ID') used in Tiimeri and signing in to the Services you agree to the following Terms of Use:

- 1. Use the Services only for work-related activities.
- 2. Do not store or transmit any harassing, harmful or offensive content in the Services.
- 3. Make sure your contact information registered with Eduuni-ID is correct and up-to-date.
- 4. As a sign in method to Eduuni-ID, you should always use your organisation's sign in method. If this is not possible, you can use the Internet-based sign in method, then apply the related <u>security guidelines</u>.
- 5. Use the strong password in your Eduuni-ID sign in method. (For example the Finnish Transport and Communications Agency will guide you in choosing a strong password: <u>https://www.kyberturvallisuuskeskus.fi/en/ncsc-news/instructions-and-guides/longer-better-how-create-strong-password</u>)
- 6. Never share your Eduuni ID account with anyone.
- 7. You are responsible for the content you have stored or transferred to the Services and for compliance with laws and regulations and these Terms of Use.
- 8. Do not use the Services or the Content of the Services for illegal purposes. Violation of the law is considered an abuse of the Services.
- 9. If the content you store in the Services contains personal information or other confidential information, you are responsible for ensuring that the data is processed with sufficient security.
- 10. Unless otherwise agreed, no proprietary or intellectual property rights will be transferred as the Services are used.
- 11. You must immediately report any known or suspected security breaches to Tiimeri's administrator through Valtori's TOP service portal. If you are a Tiimeri stakeholder user, contact the owner of the Tiimeri workspace.
- 12. You are responsible for the consequences of violating these Terms of Use. Violations can be reported to your home organisation and, if necessary, to relevant law enforcement authorities.

By signing in to the Services you also agree that Valtori and its subcontractors will process personal data as described in the <u>Data Protection Card of the Services</u>.

Valtori reserves the right to change these terms. You will always find the latest version of the Terms of Use on the front page of <u>Tiimeri-tila</u>.