

## Learning Abroad Virtual Fall Fair Privacy and Participation Guidelines

### Privacy Notice to All Participants

- Microsoft Teams is a public platform hosted by University of Houston.
- All public conversations and videos are visible to ALL participants (students, staff, and guests).
- All private conversations and videos are private to participants (students and other guests) but they can be accessed by our team and/or UH IT staff.

### Students

- By participating in this event, students will be provided the opportunity to virtually network with Learning Abroad partners. If at any time, a student is uncomfortable or feels like the conversation is not professionally oriented, we ask that the student report the conversation through the “Student Help Desk” and stop the conversation immediately.
- By participating in this event, students agree to keep conversations professional and Learning Abroad oriented. If at any time, a student does not maintain professionalism within the site, they will be removed from the event by UH staff.

### Learning Abroad Partners

- By participating in this event, partners are provided the opportunity to virtually network with students. If at any time, a partner is uncomfortable or feels like the conversation is not professionally oriented, we ask that the partner report the conversation through the “Partner Help Desk” and stop the conversation immediately.
- By participating in this event, partners agree to keep conversations professional and Learning Abroad oriented. If at any time, an employer does not maintain professionalism within the site, they will be removed by UH staff.