

VOKAL INSIGHTS LIMITED**Website Privacy Policy**

This privacy policy explains how Vokal Insights Ltd uses the personal data we collect from you when you use our website.

What data do we collect?

We do not collect any personal information about website users other than information provided by users when completing forms on the website including but not limited to the My Account form. This includes a user's email address and name.

How do we collect your data?

We collect data and process data when you:

- Register online for a training course
- Complete the My Account form
- Complete a feedback form or other form as part of your training course.

How will we use your data?

We collect your data so that we can:

- Complete your registration setup for a training course
- Contact you strictly as part of a training course.

We will not share your data with third parties unless required to do so by law.

How do we store your data?

This website is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to share our services with you. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

We will keep your data only for the period that you are enrolled in a training course. Once this time period has expired, we will delete your data by removing you as a member of the site.

What are your data protection rights?

We would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

- The right to access – You have the right to request copies of your personal data.
- The right to rectification – You have the right to request that we correct any information you believe is inaccurate. You also have the right to request that we complete the information you believe is incomplete.
- The right to erasure – You have the right to request that we erase your personal data, under certain conditions.
- The right to restrict processing – You have the right to request that we restrict the processing of your personal data, under certain conditions.
- The right to object to processing – You have the right to object to our processing of your personal data, under certain conditions.
- The right to data portability – You have the right to request that we transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: info@vokalinsights.co.uk

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our website, we may collect information from you automatically through cookies or similar technology

For further information, visit allaboutcookies.org.

How do we use cookies?

This website uses only essential cookies to ensure the site is secure and safe to use, and to enable logged-in members to remain logged in when completing a training course.

Privacy policies of other websites

The website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

Vokal Insights Ltd keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 13 July 2020.