

# Manual:Extension/BlueSpicePrivacy

## Contents

1 What is BlueSpicePrivacy?	2
2 Usage	2
2.1 Cookie consent	2
2.2 Privacy Center	2
2.2.1 Anonymization	3
2.2.2 Delete your account	3
2.2.3 Transparency	3
2.2.4 Privacy policy consent	3
3 Requesting actions	3
3.1 Reviewing user requests	4
4 See also	4



## What is BlueSpicePrivacy?

**BlueSpicePrivacy** enabled every user on the wiki to control the way their data is collected and used by the wiki

## Usage

## **Cookie consent**

Upon first visiting the wiki, every user, anonymous or registered will be presented with a promt to accept the cookies that the wiki collects. User is given a quick option to accept all cookies, or to manage each group of cookies separately. This can be done by opening "Cookie consent settings" by clicking on the button in the prompt. There are several groups of cookies, based on the function they perform:



- Necessary cookies cookies that are needed for the user to be able to use the wiki (cookies for keeping session information, user ID data ...)
- Convenience cookies cookies that enable more comfortable wiki experience (saving the state of components of the interface, some user preferences...)

Accepting (at least necessary) cookies is mandatory before entering the wiki for the first time.

Cookie settings can be changed afterwards at any point, by clicking on "Change cookie consent" in footer links or on Special:PrivacyCenter.

## **Privacy Center**

Privacy center is the hub for user's privacy settings. It is located in user personal menu (clicking on user image in the top right corner) or by navigating to Special:PrivacyCenter.

This special page consist of a number of "modules", each performing certain privacyrelated function

/ N B O =	Special Control of Con		My profile
A Main page	Privacy center		Halfications
A statu	Privacy center		Webbil
b Facore changes >	Commission of your privace sufficiency		Catchelors
I Tereire	Anonymitation You can anonymita your account, by replacing all accuments of your		Antennets
E the	New segments		Privacy center
instea a	anoni 1005	Request accorymination	Station of Contract of Contrac
iesting ^		Register anonymistration	Florinden
Sector	Delete your account		Upper deployed
- Samana	You can completely delete your account from the wilk, along with all to	scal of your usersame	Links desident
bout BlueSpice 3 A	Constant logitional		
Natural Charges		Repard account deletion	Pederances
E Roodmap			Log not.
Upgrade to ElusEpica 3	Transparency View and expert all the data with the collected on you		
	Show all data		
	Expert your data		
		Espert format	
		O HTML	
		⊖ csv	
	Log deta (e.g. contribution history, administrative actions etc.)		
	Mentions in content (arg. articles, timeline entities, comments etc.)		
	Dport Arts		
	Privacy policy canount.		
	View and change your privacy policy agreement settings		
	I accept the primcy policy of this site	0	
	Change coskis careent		
	Loss .		
ates ad extensible site con.			
Privacy cei			



### Anonymization

In this section users can anonymize their account on the wiki. This means that users can change their username on the wiki, and the new username will appear everywhere where their username is used on the wiki, including comments, page histories, logs... All of the traces of previous user information including profile information, profile data, etc. will be removed or renamed. In order to anonymize their account, user should pick the new username (random anonymized username is offered by default) and click "Anonymize my account". After confirmation, process of anonymization will start and user will receive a notification when its completed.

#### Delete your account

Users can delete all traces of their account from the wiki, by clicking "Delete your account" button. After confirmation, user account will be deleted. In case there is an error in the process, user will be notified of the failed deletion process. By deleting their account, users will remove all of the mentions of their user account anywhere on the wiki, with all their contributions being attributed to "Deleted user", which will appear instead of the original username.

#### Transparency

This module allows users to view and export all data the wiki has on them. To only view the data, without exporting it, user can click on button "Show all data" which will open a dialog containing all of the data wiki has collected on the user. Data will be grouped into following groups:

- Mentions in content snippents of the page content where user's name is mentioned
- Working data data from the extensions reminders that user have, page assignments...
- Personal data profile data, personal information and user's status on the wiki

Close		View your data		
Mentions in content	Working data	Personal data	Action data	
15:36, 15 November 20	17:WikiSysop autor	, natically marked revi	sion 1330 of page Form:QM-Document patrolled	
08:59, 22 September 20	17:WikiSysop auto	matically marked rev	ision 1329 of page Category:QM-Document patrolled	
07:43, 1 August 2017:W	ikiSysop automatic	ally marked revision	1328 of page MediaWiki:Sidebar patrolled	
10:39, 31 July 2017:Wik	iSysop automatical	ly marked revision 1	327 of page First Steps patrolled	
13:54, 6 April 2017:Wiki	Sysop automatically	y marked revision 13	23 of page BlueSpice patrolled	
13:54, 6 April 2017:Wiki	Sysop reviewed a v	ersion of BlueSpice		
13:54, 6 April 2017:Wiki title="BlueSpice">BlueS		reated a review to pa	age " <a data-bs-<="" href="/wiki/BlueSpice" td="" title="BlueSpice"></a>	
11:45, 10 January 2017:	WikiSysop uploade	d File:Moving Flowd	hart.drawio.png	
11:13, 25 November 201	16:WikiSysop has re	emoved the namesp	ace Teamwork	
11:13, 25 November 201	16:WikiSysop has re	emoved the namesp	ace Teamwork_Diskussion	
11:12, 25 November 201	16:WikiSysop delete	ed page Special:Bad	title/NS3004:Einführung in das Qualitätsmanagement	
10:07, 22 November 20	16:WikiSysop autor	natically marked revi	sion 1308 of page Knowledgebase patrolled	
10:28, 21 November 20	16:WikiSysop has c	hanged the permissi	ons of the group restrictedsysop	
10:28, 21 November 20	16:WikiSysop has c	hanged the permissi	ons of the group sysop	
08:36, 21 November 20	16:WikiSysop delet	ed page MediaWiki		
08:36, 21 November 20	16:WikiSysop delet	ed page Pastelmage		
08:36, 21 November 20	16:WikiSysop delet	ed page RatedComn	nents	
08:36. 21 November 201	16:WikiSysop delet	ed page Reminder		

• Action data - log data for users actions - edits, page deletions, page moves, administrative actions...

To export the data, user can select groups (from groups mentioned above) to export and select the format (HTML or CSV). After selecting desired options, click on "Export data" to download the compiled file.

#### Privacy policy consent

In this section, users can change their consents to wiki's privacy policy (further options may appear based on specific wiki configuration) and change consent to cookies (as described above).

## **Requesting actions**

Wiki can be configured in a way, so that users are not allowed to directly execute certain actions, but that they need to request that operation first. Requesting actions applies to:

Anonymization

#### Manual:Extension/BlueSpicePrivacy



"Delete your account"

Requests can be enabled for the wiki by settings \$bsgPrivacyEnableRequests = true; in LocalSettings.php File:PrivacyNoRequest.png Privacy center with requests enabled

Once enabled, users will be presented with, in sections for Anonymization and account deletion, with a request form. There users can click "Request anonymization" and "Request account deletion" respectively. For account deletion, users can enter an optional comment explaining the reason for the request.

All the requests submitted will be presented to wiki admins to review.

Once users submit the request, every time they visit the Privacy Center (until the request is resolved) will see "Request pending" notice. If the request is denied, users will be notified and will be presented with a notice of request denied with a comment from the wiki administrator.

If the user's request is approved, they will be notified about this action.

### **Reviewing user requests**

Wiki admins (users with "admin" role assigned) can access the Privacy Admin page located in left navigation, under tab "Global actions", under "Management" section or by navigating to Special:PrivacyAdmin . There, wiki admins can view the requests submitted by users and review them, approving or denying them. Those actions can be taken by clicking on "check" or "block" icons in each request row, for approving and denying, respectively.

Global actions 🔷 📑	Privacy admin				
P Torrid pages	envacy admin				
& Lybrar Br	Panaling requests				
O Weined	Chanview of all open privacy inque		Connect		
R Eost Manager	User Adam	Timestamp			
al Extended statistics	VikOsso annumization	15:59.27 February 2019 (telev)	New yourname, annel 1925	~0	
A Fill fooder N Dependent No fan	Vikitysap aledan	17:00, 27 Petrulary 2019-(Selley)	Phase-dente-my account	×0	
20 Consider the fat	< < 196 1. 41			Deploying 1 - 2 of 2	
A Surgerstation					
P Environment	Privacy policy consent overvier Overview of state of consent of all	# 0070			
M Topy	Questione 1	phacy pany			
· Farden	100	×			
O Millipherer	Amelony	×			
E Alteration	Arrest King	×			
Management o	Othertenance	×			
O Abost Elberhaice	Constant	×			
Config Manager	Destinan	×			
A Group menuger	Junal	×			
S Mould Into	John Street	×			
Namepura COS Manager	Ketherzächniber	×			
<ul> <li>Nemopure manager</li> </ul>	may freed	×			
E Assignment management	Perty	×			
E Fage longition	Rowting	×			
Provincio manane     Privacy Admin	Robel	×			
Intracy Admin     Internation	- Annal	×			
Category manager	Tetralization	×			
Calify range     Ousity nanopement even/even	Tutoria	×			
per/len.denobluepice.com/wiki/SpecialPrivecy.Admin					

Also, on this page, wiki admins can see status of Privacy policy consent for every user on the wiki.

## See also

Reference page for this extension.