

Knowledge management repository

Jari Iisakkala

Title of register	Knowledge management repository	
Contact person	Jari Iisakkala	jari.iisakkala@samk.fi +358 44 710 3801
Cause for handling	Legitimate interest	
Purpose of handling	<p>To contribute to SAMK's goal of increasing the number of degrees and other outputs that underpin our funding, and to improve student guidance and the dissemination of this information to stakeholders within SAMK.</p> <p>To obtain monitoring data on student performance in order to produce summary reports. To facilitate the work of teacher tutors and OPOs and provide management and supervisors with valuable information on the performance of processes. This will analyse data in LOKI (Peppi) using Azure tools and generate reports in MS PowerBI for viewing by interested parties (SAMK staff).</p>	
Groups of registered	Students and staff	
Information groups	Information groups	Retention period
	First names and surnames	5 years
	E-mail address	5 years
	Contacts	5 years
	Attendance/absence enrolment data, performance data and basic training data	5 years
	Information on students' credit, graduation, distinction and HOPS data. Admission rates and exemptions	5 years
	Staff's teaching knowledge, roles and responsibilities	Permanent
Information sources	Logs	
Groups of receivers	The data will not be disclosed outside SAMK.	
Data transfer outside EU/ETA	The data will not be transferred outside the EU or EEA.	
Automatic decision-making	There is no automatic decision-making	
Profiling	Registrants are not profiled	