Terms of Use ArcGIS Portal
University of Groningen

Welcome to the ArcGIS Portal environment of the University of Groningen! By creating an account and using this environment, you agree to the following conditions. These conditions have been established to ensure a safe, productive, and responsible user environment for all users.

The ArcGIS Portal environment refers to the portal accessible via geo.rug.nl and all sub-applications for which this portal is used (for example, StoryMaps, Survey123, Dashboards, and FieldMaps).

1. Purpose of the environment

This ArcGIS Portal environments' primary purpose is education, research, and projects related to the University of Groningen. Commercial use is not permitted without explicit consent from the system administrators (Geodienst).

2. Account management and responsibility

- Account creation: Users can create an account through SAML authentication with their university login credentials. An account is automatically created based on a P- or S-number. For example: S1234567_RUG.

- Account security: You are responsible for the security of your account and must keep your login credentials strictly personal. Never share your password with others.

- Activity: You are responsible for all activities that occur under your account. Immediately report (possible) unauthorized use of your account to the system administrators (Geodienst).

- Account termination: Upon termination of your student or employment relationship with the University of Groningen, your ArcGIS Portal account will be deactivated. Ensure that you secure or transfer relevant data in time.

- Retention period after account termination: If a user is no longer affiliated with the University of Groningen, data in the user account will be retained for one year. Exceptions include datasets or information products whereof the user indicated by the system administrators (Geodienst) they should be retained for a longer period (for example, as a published research result or for university audits). Requesting an extended retention period can be done via the system administrators (Geodienst).

3. Data and content

- Data ownership: Data you upload or create within this environment remains your intellectual property, unless otherwise agreed (for example, within the scope of a research project).

- Data storage: Data on ArcGIS Portal is stored on servers and databases of the University of Groningen. Hereby, the environment complies with requirements regarding data storage for confidential and otherwise sensitive data.

- Data responsibility: You are responsible for the legality, accuracy, and suitability of all data and content you upload, share, or publish. Ensure that you have the necessary rights to use and share the data.

- Privacy and sensitive data: It is strictly prohibited to upload or share personally identifiable information or otherwise confidential data without the appropriate authorizations and security measures. Always follow the privacy guidelines of the University of Groningen (see rug.nl/privacy) and the GDPR (General Data Protection Regulation).

- Storage limits: Storage limits may apply to your account. Carefully consider what data you store and archive unused data elsewhere. If you approach or exceed the storage limit, the Geodienst will contact you. The Geodienst reserves the right to delete data when this threatens to harm the use of ArcGIS Portal for other users. A guideline of 1GB of data storage per user is applied.

- Sharing content: Be aware of the settings when sharing your content (e.g., 'only for me', 'within the organization', 'public'). Publicly sharing data is only permitted if you are explicitly authorized to do so and the data does not contain sensitive information.

4. Acceptable use

- Illegal use: It is prohibited to use the ArcGIS Portal environment for illegal activities, such as distributing malware, phishing, or infringing copyrights.

- Misuse and hacking: Attempts at misuse, unauthorized access, or hacking of the system are strictly prohibited and will lead to immediate account termination and possible further measures.

- System stability: Do not perform actions that negatively affect the stability, performance, or availability of the ArcGIS Portal environment for other users.

- Data breach: In case of (suspected) a data breach, the discoverer must immediately contact the system administrators (Geodienst). The system administrators (Geodienst) will assess the data breach and take action where necessary in accordance with the guidelines of the Dutch Data Protection Authority (AP).

5. Management and enforcement

- Monitoring: The system administrators (Geodienst) reserve the right to monitor the use of the environment to ensure its stability, security, and compliance with these conditions. The following aspects are periodically monitored:
    - User activity (whether a user has logged in per month)
    - Number of datasets per user
    - Used storage space per user
    - Usage statistics of data publicly published by users

- Amendments: These user conditions may be amended at any time by the system administrators (Geodienst). Changes will be communicated through the usual communication channels. The latest version can always be found at rug.nl/geo. Continued use of the environment after notification of changes implies acceptance of the new conditions.

- Violation of conditions: In case of a violation of these user conditions, access to the ArcGIS Portal environment may be temporarily or permanently withdrawn. Serious violations may lead to disciplinary measures according to the regulations of the University of Groningen.

- Exercise of user rights: A user can at any time request the system administrators (Geodienst) for access to, correction of, or deletion of user data. The user must contact the system administrators (Geodienst) to do so.

6. Disclaimer

The system administrators (Geodienst) strive to ensure the optimal functioning of the ArcGIS Portal environment but cannot guarantee uninterrupted or error-free operation. The University of Groningen is not liable for any direct or indirect damage resulting from the use (or inability to use) of the ArcGIS Portal environment, including data loss.

By agreeing to these conditions, you contribute to a safe and responsible user environment for the entire university community.

Do you have any questions about these conditions or the ArcGIS Portal environment? Please contact the system administrators (Geodienst) at geodienst@rug.nl or visit rug.nl/geo for more information.