Using Mentimeter at KPU: Recommendations

KPU Faculty and instructional staff using Mentimeter with students need to explain that the students are not required to register for the service or submit identifying information about themselves.

Recommendations Regarding the Use of Mentimeter at KPU

- Avoid requiring students to register for Mentimeter to generate their own presentations and polls.
- Do not provide students access to the instructor's Mentimeter accounts to generate their own presentations and polls. This does not mitigate the risk of students entering identifiable personal information into the service and violates Mentimeter's Terms of Service.
- Avoid requiring students to identify themselves within this service because the service manages personal information outside of Canada.
- Avoid asking students to submit open-ended responses to polls that a reasonable person would view as potentially controversial or sensitive in a form specific enough to identify the person (i.e. personal political views / personal religious views / medical experience or information/details of considerable stress or trauma experienced)
- Avoid using the Q&A feature in Mentimeter. This feature elicits questions and comments that may reveal personal information about participants.
- Avoid using Mentimeter in classes with ten or less students to avoid the risk of mosaic effect in closed-ended answers.
- Avoid numerous demographic questions that may reveal attributes about a student that could be linked to other responses to avoid the risk of mosaic effect.
- Review the Terms of Service and Privacy Policy with the class and provide time for a meaningful discussion about how to anonymize personal information online. Give students the opportunity to discuss their concerns. If you need support discussing privacy concerns with your students contact privacy@kpu.ca for support.
- If students are required to register, directly identify themselves, or have a substantial risk of identifying themselves through what they submit within Mentimeter, contact privacy@kpu.ca to receive support on how to manage compliance with FIPPA.

***GUIDELINES PROVIDED BY KPU'S GENERAL COUNSEL: INFORMATION ACCESS & PRIVACY