SketchUp

Part 1	
Resource Type (Digital or Application)	Digital
Application/Software Title (with links)	**SketchUp** SketchUp: 3D Design Software https://edu.sketchup.com
Developer/Vendor	Trimble Inc.
Privacy Policy, Terms of Use (Links)	Privacy Policy | SketchUp | SketchUp Understanding the Terms of Use | SketchUp Help
Description of Application and its Educational Value (Refer to "About Us" page, if applicable) *What is the initiative? Describe your initiative in enough detail that a reader who knows nothing about your work will understand the purpose of your initiative and who your partners and other stakeholders are. Describe what you're doing, how it works, who is involved and when or how long your initiative runs.*	**SketchUp for Schools** is a free, web-based 3D modeling tool designed specifically for K–12 classrooms. Built on the popular SketchUp platform and integrated with Google Workspace for Education and Microsoft 365, it allows students and teachers to create, share, and collaborate on 3D designs directly through a browser—no software installation needed. Best suited for Grades 5–12, SketchUp for Schools helps students visualize math, science, and design concepts in 3D, develop spatial reasoning, and engage in project-based learning across STEM and art disciplines.
Part 2	
Is this initiative a data-linking program under FOIPPA? *If yes, this PPIA must be submitted to the Office of the Information and Privacy Commissioner (OIPC). A data linking program is when multiple distinct data sets are used in conjunction with each other. (E.g. MyED information used in School Messenger)*	No
Is this initiative a common or integrated program or activity (CIPA)? *If yes, this PPIA must be submitted to the Office of the Information and Privacy Commissioner (OIPC). A CIPA is a program or activity that provides one or more services through a public body either working collaboratively or on behalf of other public bodies or agencies.*	No
What Personal Information (PI) is involved? *List all the PI elements that will be collected, used, and/or stored through the use of this app by (but not limited to): students, staff, parents, and vendors, even unintentionally. If the answer is 'none', then skip to PART 5 and submit this PPIA to the Privacy Officer for completion.*	• Identifying information (Name, email address, login credentials) • User-generated content (projects, models, comments and feedback (shared within the SketchUp platform or community features)) • Device information (IP address, device type, browser info, session data, location)

	• Payment information (credit card info, transaction history)
Use *What is the PI used for (purpose)?* *Will the PI be used to make decisions that directly affect individuals? Does the vendor/provider use collected PI for other purposes, e.g., to advertise its services to students, teachers or parents?*	• PI is used for account management, improving user experience, communication, and processing payments for premium services. • SketchUp does not use PI for advertising or marketing to students, teachers, or parents, though data may be shared with third-party providers for operational purposes.
Disclosure *Who will/might access the PI?* *How might the vendor/provider share the collected PI? What disclosure to 3rd parties might occur (which 3rd parties) and the type of PI being disclosed/shared. How might disclosed PI be used (see above)?*	• SketchUp staff and authorized third-party service providers (e.g., hosting, payment processing) may access PI for platform maintenance and support. • PI may be shared with third-party vendors for operational purposes, such as payment processing, cloud storage, and analytics. • PI shared with third parties is used for service provision, not for advertising, and is strictly limited to the agreed-upon functions.
Security *Describe the measures put in place, including those implemented internally and by the provider, to secure the PI and to prevent unauthorized access to the PI. Describe the technical and physical measures in place to protect the PI.*	• PI is secured with SSL/TLS encryption, and access is restricted to authorized personnel based on role-specific permissions. • Data is stored in secure data centers with 24/7 surveillance, restricted access, and redundant backup systems for data integrity. • SketchUp conducts regular security audits and performs secure data backups to ensure PI protection and recovery.
Part 3	
Will any PI be stored outside Canada? *Yes or No. If No, skip to PART 4*	Yes
Is any of the PI 'sensitive'? *Click on link above to determine if PI is considered sensitive*	No
Where is the PI being stored? *Where, what regions are the PI being stored in, including backups. What hosting providers are being used?*	• Default storage region is the United States, unless a user manually selects EU, UK, or AU in their Trimble ID settings. • Trimble Connect is the hosting platform for SketchUp cloud data, with servers in North America, Europe, Asia Pacific, and Australia; no external cloud vendors (AWS, Azure, Google Cloud) are named in the available sources.
Part 4	
Ownership and Retention of PI *Who owns the PI, according to applicable contracts/agreements. Describe the provisions, controls and guarantees in place on the retention*	• Users retain ownership of their personal information (PI), with SketchUp acting as a data processor for service provision.

of PI: storage before expiry, backups, destruction/deletion of PI	• PI is retained only as long as necessary for service purposes, with data deletion or anonymization occurring after account inactivity or upon user request. • SketchUp stores backups securely and ensures PI is deleted or anonymized when no longer needed, in compliance with data protection policies.
Accuracy of PI *Describe the provisions that allow individuals to request corrections to their PI held within the application/service*	Data requests, including requests for access, deletion, or correction, must be submitted to Google for Education or Microsoft Education, as applicable. If you wish to delete account, use this SketchUp data form SketchUp Account Deletion.
Part 5	
Recommendation *Recommendation for **Approval, Abeyance/Suspension** (pending further review) or **Rejection**, based on a review and assessment of Privacy Risk. For an approval, provide any applicable conditions of use and/or other risk mitigation measures advised to achieve an acceptable level of privacy risk*	Approved.
PIA Version	1.0
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