(k)Nudging

AI DATA PRIVACY AND SECURITY

(k)Nudging

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VERSION 1.1

Version History			
VERSION	**APPROVED BY**	**REVISION DATE**	**DESCRIPTION OF CHANGE**
1.1	Matthew Miko	27Feb2023	-initial document created

Overview

The purpose of this document is to address data privacy and security issues related to the use of OpenAI or Azure OpenAI Service ("Azure") in conjunction with (k)NudgingAI.

How does (k)NudgingAI work?

(k)NudgingAI integrates the power of OpenAI with select Learning Management Systems to enhance a variety of instructional activities. When an instructor uses (k)NudgingAI, (k)NudgingAI collects and sends a prompt and related student output to OpenAI or Azure, the data is processed, and then the draft response is received and inserted seamlessly back into the LMS for instructor review and action.

What do I need to provide to (k)NudgingAI?

(k)NudgingAI uses the customer's API key to process text prompts, queries and responses. This allows customers to control their own billing. Customers using OpenAI must provide an API key to (k)NudgingAI. Customers using Azure must provide an API key as well as their Azure OpenAI endpoint.

What data is processed by OpenAI?

OpenAI and Azure process text prompts, queries and responses. With respect to (k)NudgingAI, this would include: (1) the discussion prompt, student post, and the draft AI-generated reply when used in discussions, and (2) the rubric criteria, student paper, and draft AI-generated feedback when used for writing assignments.

How long is the data stored?

OpenAI and Azure store API data for no longer than 30 days in order to troubleshoot failures and investigate abuse or misuse.

Who has access to the data?

OpenAI and Azure restrict data access to only a limited number of personnel, and then, only for limited purposes related to debugging, or to investigating potential abuse or misuse and the prevention of the same.

Is the data processed being used to train the models?

No. Neither OpenAI nor Azure use the data being processed to train their models.

Is the data being processed encrypted?

Yes. Both OpenAI and Azure encrypt data used for processing text prompts, queries, and responses.

Can customers opt out of logging?

Yes. Both OpenAI and Azure customers may request to not have their data stored/logged.