



Aalto University

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Success factors and challenges in the commercialization process of research findings – The case of a science-based incubator

Privacy Notice

This privacy notice describes how your personal data will be used in the research study as an individual being interviewed. You have also been provided with document called “Participant Information Sheet”, which explains in more detail how the study is carried out.

1. What is being studied in this research study and the purpose of processing personal data

The purpose of this study is to examine potential success factors and challenges connected to the process of starting a company and bringing a product into the market.

To gain this information, this study relies on the stories, experiences and opinions of the former and actual participants of the VTT LaunchPad incubator through semi-structured interviews.

The storage of personal data of these incubator participants is needed in order to understand the personal experience in their specific situation and with their personal background. The personal data is also used to conduct the necessary analysis of the conducted interviews that reveal the insights of this study.

The research is funded by Aalto University, the Yrjö Uitto Foundation, the Jenny ja Antti Wihuri Foundation, and the Foundation for Economic Education (Liikesivistysrahasto).

2. What personal data is processed in the study

The personal data that is collected includes age, gender, education level, study background, research field, name, E-Mail address, general information on actual or previous businesses, research project and ideas, voice recordings of the conducted interviews and the transcriptions of those recordings.

Data belonging to special categories of personal data or other specially protected personal data will not be processed in the research study. No additional register data will be used for this research project.

The research methods are described to you more in detail in the “Participant Information Sheet” -document.

3. Processing of necessary personal data and removal of the direct identifiers from the data

The research study only processes personal data that is necessary for the purpose and execution of the study. The research data is processed during analysis phase of the research in a manner, that you are not directly identifiable to the researchers. Your direct

identifiers, such as your name has been replaced, for example, with a random identifier. In case we will refer to you in our study to draw a connection, no names will be mentioned. Interview recordings will be erased as soon as there are successfully transcribed. Identity of the individual research participant will not be disclosed in a scientific publication or other research results to be published.

The voice recordings will be deleted immediately after the transcription process and also the names and the E-Mail addresses will not be further processed. Therefore, age, gender, education level, study background, research field and general information on actual or previous businesses will be further processed.

Identity of the individual research participant will not be disclosed in a scientific publication or other research results to be published. VTT and VTT LaunchPad will get a report with the results of this research project to improve their service, but the actual data will not be shared with them.

4. Legal basis for the processing of personal data

The legal basis is scientific research, a task in the public interest

5. Sharing personal data

The collected data from this project is used for the coordinating researchers doctoral thesis and to produce research articles for scientific journals. Research data containing your personal data is shared with the following parties:

Research data which consists of your personal data, may be transferred to a third party, such as scientific publication, for peer-review process or for other purpose, which is mandatory for scientific publishing or validation of the research results. This also applies for the concept of co-authorship, where several researchers work together on one scientific article. These potential co-authors can also be located at other universities that can also be located outside Finland and the EU. Depending on the working arrangement for potential future papers, it may not be necessary to share any personal data with co-authors and, if possible, it will be avoided.

Research data containing personal data is retained for research data to be used for further scientific research in the same scientific discipline or in other disciplines that support this research study. Research data may also be transferred to other universities or research organisations as part of further research projects.

The list of the journals and academic conferences cannot be provided at this stage yet. In case the data will be shared with any of the previously defined stakeholders, the Privacy Note will be updated in regard to this information.

Research data will be provided to partners in pseudonymous form in which the data subject's direct identifiers, such as the name, have been removed or replaced with a random identifier. This applies to transcribing the interviews into a written form, which will be done by a secure service provider. In this case, the provider will not have access to your name, E-mail address or any other form of personal contact information. For the case of transcribing the interviews, Aalto university uses data processing agreements that protect your private data.

6. International data transfers

As clarified in section 5 of this privacy notice, the research data containing personal data may also be transferred to other countries, including non-EU / EEA countries or international organizations. Doing so, a transfer of personal data may take place on the basis of an adequacy decision by the EU commission or with the requirements of the General Data Protection Regulation. An appropriate research agreement between the collaborating parties will be signed accordingly.

7. Storage and protection of personal data

Your personal data is processed and preserved in secure IT systems, which are approved by Aalto University and suitable for personal data. Access to all computers and IT systems are protected by username and strong personal password. Access to IT systems containing personal data is technically restricted in a manner, that only researchers participating in the study and persons necessary for the implementation of the study have access to your personal data.

8. Retention and deletion of personal data

Deletion during and after the study

The collected data are used for scientific purposes only. Interview recordings will be transcribed as soon as possible and the audio recordings will be deleted afterwards immediately.

Research data containing personal data is retained for research data to be used for further scientific research in the same scientific discipline or in other disciplines that support this research study. Research data containing personal data is deleted after five (5) years since the last publication where this research data has been used and exploited.

9. Rights of the research participant

According to the General Data Protection Regulation (GDPR), a data subject has the right to:

- receive information on the processing of their personal data
- right to access the personal data collected and processed
- right to rectification of inaccurate personal data
- request that the processing of personal data be restricted
- object the processing of personal data
- right to erasure of personal data if the conditions of Article 17(1) of the Data Protection Regulation are met and processing is no longer necessary for archiving purposes in the public interest or for scientific research or statistical purposes in accordance with Article 89(1)

If the research purpose does not require, or no longer requires the identification of the data subject, the controller shall not be obliged to obtain further information so that the data or the data subject may be identified only for purposes to able the data subject to exercise his/her rights. If the controller is unable to link the data to a particular data subject, the data subject does not have the right to access or correct the personal data, object the processing, or delete

the personal data. However, if the data subject provides additional information that allows their identification from the research data, the rights will not be restricted.

10. Contact details of the controller

The controller of this research study is Aalto University Foundation sr., operating as Aalto University.

Person in charge of the research study

Questions regarding the conduct of the research study may be addressed to the person in charge of the study:

Coordinating Researcher:

Name: Thomas Hoeger

E-mail: Thomas.Hoeger@aalto.fi

Principal investigator:

Name: Dr. Arne Kroeger (Principal Investigator)

E-mail: Arne.Kroeger@aalto.fi

Data Protection Officer

If the research participant has questions or requests related to data protection or the processing of personal data, the research participant should contact the Data Protection Officer of Aalto University: tel. +358 9 47001 (exchange), dpo@aalto.fi .

In this data request service, you can request the exercise of your rights under GDPR from Aalto University as the controller <https://datarequest.aalto.fi/en-US/>.

If a participant of the research study feels that his or her personal data has been processed in violation of data protection legislation, the participant has the right to lodge a complaint with the supervisory authority, the Data Protection Ombudsman's office (read more: <http://www.tietosuoja.fi>).