

## Why You Should Read Privacy Policies

If you create an account on an organisation's website, you may be prompted to read and accept a privacy policy. A privacy policy outlines the ways that the organisation can access and use your personal information. It's important to read the privacy policy so that you are aware of how the organisation may use your personal information. **Before you accept the terms of the privacy policy, ask yourself the following questions:**

### **Who Can Access Your Information?**

The privacy policy should tell you who will be able to access your information. The organisation may just use your information to improve service, or they may plan to share your information with other third-party organisations. If the privacy policy informs you that other third-party organisations will be able to access your information, research these organisations and find out why your information will be shared with them.

### **What Information Will the Organisation Collect?**

The privacy policy should also tell you what information the organisation will collect and why they will collect this information. The organisation may want to collect many types of personal information, such as your internet activity or purchase history. Be suspicious of any organisation that asks for information that isn't necessary to operate. For example, don't give an organisation permission to track your location if they don't need your location to perform a specific task.

### **How Will the Organisation Collect Your Information? How Can You Change Your Privacy Settings?**

Lastly, the privacy policy should tell you how the organisation will collect your information and how you can change your privacy settings in the future. If you know how the organisation collects your information, you may be able to figure out when the organisation will collect your information. For example, an organisation may collect information about you whenever you access their website so that they can remember your device in the future. You also need to know how you can change your privacy settings. If you decide you no longer want to share specific information with the organisation, you may have to change your privacy settings.

The next time you have to read a privacy policy, ask yourself the questions above. It's important to know how organisations access and use your personal information so that you can protect your privacy.