Privacy (Pro)

> **Pro version.** This feature is part of the Pro version of Fileshelf. What the Free version does is covered under *Free version and Pro version*.

The Pro version stores some personal data. This page says which, for how long, and how to answer requests for access and erasure.

What is stored

Data	What for	How long
Download log: time, download, completed, for logged-in visitors the user; instead of the IP address a value that can only be related within the same day	Statistics, limits	365 days as single entries, then only numbers per day without personal reference
E-mail address, name (optional), time of consent for downloads by e-mail	Confirming and sending the download	365 days (adjustable)
Links with an address	Sending, validity	up to 365 days after they expire
Subscriptions to new versions (user)	Notification	until unsubscribed

The scheduled task **Fileshelf - Delete addresses after the retention** deletes daily what is older than the retention, and everything that belongs to deleted user accounts. Set the retention in the task.

Access and erasure

Fileshelf takes part in Joomla's privacy requests (**Users → Privacy → Requests**):

- **Access** contains download log and subscriptions of the user account, and requests, links and report recipients with the address – only the data of this person.

- **Erasure** removes the user from the log (the statistics keep counting) and deletes subscriptions, requests, links with the address and the address in recipient lists.

For this the plugin **Privacy - Fileshelf** has to be enabled.

Text for your privacy policy

A suggestion to adapt to your site – not legal advice:

> **Downloads.** When you download a file, we store the time, the file and – if you are logged in – your user account, to count downloads and to apply download limits where they exist. We do not store your IP address; we derive a value from it that cannot be related to any address once the day is over. We delete single entries after 365 days.
>
> **Downloads by e-mail address.** For some downloads we ask for your e-mail address and, optionally, your name. We send you a confirmation link and store address, name and the time of your consent for 365 days. The legal basis is your consent, which you can withdraw at any time.
>
> **Notifications.** If you subscribe to new versions, we send you a mail when a new version is published. You can unsubscribe with the link in every mail.

Deutsche Fassung

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