

# Technology Use



## 1. Purpose

This disclaimer outlines the terms and limitations of technology use in connection with Mindshift 4 Life's services, including online training, digital communications, and website access. It ensures transparency and compliance with Australian legal and ethical standards.

## 2. Applicable Legislation

Mindshift 4 Life complies with the following Australian laws and standards:

- Privacy Act 1988 (Cth) – governs the handling of personal information
- Spam Act 2003 (Cth) – regulates electronic communications and marketing
- Australian Consumer Law (ACL) under the Competition and Consumer Act 2010 (Cth) – protects consumers in digital transactions
- Cybersecurity Guidelines from the Australian Cyber Security Centre (ACSC) – promotes safe digital practices

## 3. Digital Platforms & Tools

Mindshift 4 Life may use third-party platforms (e.g. Zoom, Microsoft Teams, email services, website hosting) to deliver training and communicate with clients. While we strive to use secure and reliable systems, we:

- Do not guarantee uninterrupted access or error-free functionality
- Are not liable for outages, delays, or technical failures beyond our control
- Recommend participants ensure their own devices and internet connections are suitable for online learning

## 4. Data Security & Privacy

We take reasonable steps to protect personal information shared via digital platforms, in accordance with the Australian Privacy Principles (APPs). However:

- We cannot guarantee the security of data transmitted over the internet
- Participants are responsible for safeguarding their login credentials and personal devices
- For more information, refer to our Privacy Policy or visit [www.oaic.gov.au](http://www.oaic.gov.au)

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# Technology Use



## 5. Content Access & Copyright

Digital materials provided during training (e.g. PDFs, slides, recordings) are for personal use only. Participants may not:

- Share, reproduce, or distribute materials without written permission
- Record sessions or take screenshots without consent

All content remains the intellectual property of Mindshift 4 Life or Mental Health First Aid Australia, as applicable, and is protected under the Copyright Act 1968 (Cth).

## 6. Online Conduct

Participants engaging in online sessions must:

- Behave respectfully and professionally
- Avoid disruptive or inappropriate behaviour
- Use technology in a way that supports a safe and inclusive learning environment

Mindshift 4 Life reserves the right to remove participants from online sessions if conduct breaches these standards.

## 7. Limitations of Liability

To the fullest extent permitted by law:

- Mindshift 4 Life is not liable for loss of data, device damage, or software issues resulting from participation
- We are not responsible for any harm arising from third-party platform use or digital interactions
- Nothing in this disclaimer limits your rights under the Australian Consumer Law

## 8. Updates

This disclaimer may be updated periodically to reflect changes in technology, legislation, or service delivery.

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