



Applies to: Faculty, staff, students, contractors, volunteers, visitors, sponsored guests of academic and administrative units, and affiliated entities who have access to institutional data.

The table below shows which classifications of institutional data are permitted for use with specific **core services** of the university.

Service	Data Classification								
	Public	Internal	Private	Restricted					
				ORC SSN #, driver's license	HIPAA health information	GLBA financial data	ITAR/ EAR export control	PCI credit card #	Other IDs Med Center ID
<b>University Core Services</b>									
BuckeyeMail <sup>1</sup>	✓	✓	✓	✗	✗	✗	⚠ <sup>2</sup>	✗	⚠
Carmen	✓	✓	✓	✗	✗	✗	✗	✗	✗
Carmen Wiki	✓	✗	✗	✗	✗	✗	✗	✗	✗
Carmen Connect	✓	✓	✗	✗	✗	✗	✗	✗	✗
Lecture Capture (Mediasite)	✓	✓	✗	✗	✗	✗	✗	✗	✗
Call Center (Recording)	✓	✓	✓	✓	✓	✓	✗	✗	✓
eRequest	✓	✓	✓	✗	✗	✗	✗	✗	✗
eLeave	✓	✓	✓	✗	✗	✗	✗	✗	✗
eTravel	✓	✓	✓	✗	✗	✗	✗	✗	✗
Log Management Hosting	✓	✓	✓	✗	✗	✗	✗	✗	✗
University Code Repository	✓	✓	✗	✗	✗	✗	✗	✗	✗
University Email <sup>3</sup>	✓	✓	✓	⚠	⚠	⚠	⚠ <sup>2</sup>	✗	⚠
8-HELP/Self Service	✓	✓	✓	✗	✗	✗	✗	✗	✗
<b>Office of Research Core Services</b>									
OR ePA005	✓	✓	✓	✗	✗	✗	✗	✗	✗
OR eProtocol	✓	✓	✓	✗	✗	✗	✗	✗	✗
OR IRB Submit	✓	✓	✓	✗	✗	✗	✗	✗	✗
OR eCOI	✓	✓	✓	✗	✗	✗	✗	✗	✗
OR PI Portal	✓	✓	✓	✗	✗	✗	✗	✗	✗

<sup>1</sup> When acting on behalf of the university

<sup>2</sup> Permitted as specified contractually or in the Technology Control Plan.

<sup>3</sup> See the OCIO Knowledge Base article [KB04012](#) for how to encrypt outbound email



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<b>Wexner Medical Center Core Services</b>									
OSUWMC Email	✓	✓	✓	⚠	⚠	⚠	⚠ <sup>4</sup>	✗	⚠
OSUWMC Secure Mail	✓	✓	✓	✓	✓	✓	✓	✗	✓
OSUWMC Network Drives (non-Restricted)	✓	✓	✗	✗	✗	✗	✗	✗	✗
OSUWMC Network Drives (Restricted)	✓	✓	✓	✓	✓	✓	✓	✗	✓
OSUWMC eServices	✓	✓	✓	✗	✓	✗	✗	✗	✗

**Legend**

✓	<i>Permitted if security controls for data classification are followed</i>
⚠	<i>Permitted <b>only</b> if encrypted</i>
✗	<i>Not permitted</i>

<sup>4</sup> Permitted as specified contractually or in the Technology Control Plan.



Applies to: Faculty, staff, students, contractors, volunteers, visitors, sponsored guests of academic and administrative units, and affiliated entities who have access to institutional data.

The table below shows which classifications of institutional data are permitted for use with specific **hosted services** of the university.

Service	Data Classification								
	Public	Internal	Private	Restricted					
				ORC SSN #, driver's license	HIPAA health information	GLBA financial data	ITAR/ EAR export control	PCI credit card #	Other IDs Med Center ID
BuckeyeBox	✓	✓	✓	✗	✗	✗	✗	✗	✗
OneDrive	✓	✗	✗	✗	✗	✗	✗	✗	✗
Scholarly Activity Management	✓	✓	✓	✗	✗	✗	✗	✗	✗
U.OSU.EDU	✓	✗	✗	✗	✗	✗	✗	✗	✗
University Web Hosting	✓	✓ <sup>5</sup>	✗	✗	✗	✗	✗	✗	✗
OR Cayuse	✓	✓	✓	✗	✗	✗	✗	✗	✗
OSUWMC Collaborate (non-Restricted)	✓	✓	✗	✗	✗	✗	✗	✗	✗
OSUWMC Collaborate (Restricted)	✓	✓	✓	✓	✓	✓	✗	✗	✓

**Legend**

✓	Permitted if security controls for data classification are followed
⚠	Permitted <b>only</b> if encrypted
✗	Not permitted

<sup>5</sup> Requires use of Ohio State login credentials