

# Is my data backed up, and can my IT Admin see my tasks?

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Tasks are stored locally within your web browser, such as Google Chrome or Microsoft Edge, and are saved within the data stores associated with your user login on the device.

As a result, these Tasks are entirely private to your login and are not transmitted to external company servers. This means that, by default, only individuals who have access to your user account on your device can view your Tasks your IT Administrator or other users cannot access them remotely.

However, any individual with direct access to your user account on your device is able to view your Tasks, as they are stored within that account. This access is comparable to the ability to view other locally stored items such as documents and emails. For instance, if someone else logs into your device using your credentials, they will be able to see your Tasks and other data stored within your account, regardless of web browser profile changes.

It is important to ensure your account credentials are secure and to avoid sharing your account with others in order to maintain the privacy of your Tasks and related data.

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