

## OLIDA Learning Privacy Policy

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This privacy statement covers this site and all associated OLIDA Learning website properties. This policy addresses:

1. What personally identifiable information OLIDA Learning collects.
2. What personally identifiable information third parties collect through the web site.
3. What organization collects the information?
4. How OLIDA Learning uses the information.
5. What entities OLIDA Learning may share user information with.
6. What choices are available to users regarding collection, use and distribution of the information?
7. The security procedures in place to protect the data under OLIDA Learning control.
8. How users can correct any inaccuracies in the information.

If users have questions or concerns regarding this statement, they should first contact [OLIDA Learning](#).

## Information Collection and Use

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OLIDA Learning collects information from our users at several different places on our web site. Only users who have established an account on the OLIDA Learning system are able to post information onto the site.

## Registration

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There is no need to register to the public parts of our web site. However, only users who have established an account with OLIDA Learning are able to post information to the site. In addition, there are some areas of the site where viewing is restricted to those with accounts.

Accounts are either free (require registration) or for paying members (also require registration information)

During registration users are required to provide contact information (such as institutional affiliation, name, and email address). OLIDA Learning uses this information to contact the user to confirm his/her account and password and to inform him/her about services on our site for which he/she has expressed interest. All other information collected is optional. We never collect information such as income or social security number.

## Order

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OLIDA Learning requests information from the user on our order form. For billing purposes and fulfill customer orders, users must provide contact information (such as name, email, and shipping address) and financial information (such as credit card number, expiration date). If we have trouble processing an order, the information is used to contact the user.

## Information Use

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The mission of OLIDA Learning is to provide affordable, empowering education for individuals with physical and/or learning disabilities challenges. OLIDA Learning encourages collaboration, sharing of

knowledge and effective educational practice to improve the lives of people with disabilities.

Among the information that OLIDA Learning shares is articles from our newsletter, links to articles from other organizations dedicated to the same ideals, articles from research studies, and surveys to inform academic, government and private sector audiences.

### Profile

OLIDA Learning does not link information that we collect through cookies, log files, and/or third parties to create profiles of our users. Collected information is not tied to the user's information except in aggregate form.

### Cookies

A cookie is a piece of data stored on a user's computer tied to information about a user. Usage of a cookie is in no way linked to any personally identifiable information while on our site. We use only session ID cookies, so that once a user closes the browser, the cookie simply terminates. We do not use persistent cookies, a small text file stored on the user's hard drive for an extended period of time.

We use cookies so, for example, a user would not have to log in a password more than once, thereby saving time while on our site. Information stored in cookies may be used to assist users in finding, for example, things of interest to them among our product offers.

No business partners or other third parties use cookies on our site (for example, advertisers).

### Third Party Advertising

OLIDA Learning does not host or use any third-party advertising systems or software on any of the organization's affiliated websites.

### Log Files

Like most standard web site servers, OLIDA Learning uses log files. This includes Internet Protocol (IP) addresses, browser type, Internet Service Provider (ISP), referring/exit pages, platform type, date/time stamp, and number of clicks. These log files are used to analyze trends, administer the site, track user's movement in the aggregate, and gather broad demographic information for aggregate use. IP addresses, etc. are not linked to personally identifiable information.

### Clear Gifs (Web Beacons/Web Bugs)

OLIDA Learning does not use clear gifs (a.k.a. Web Beacons/Web Bugs).

## Communications from the Site

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### Special Offers and Updates

OLIDA Learning sends all new users welcoming emails to verify password and username. Established members will occasionally receive information on products, services, special deals, and a newsletter. Out of respect for our users' privacy we present the option to not receive these types of communications. Please see the Choice and Opt-out sections.

### Newsletter

If a user wishes to subscribe to our newsletter, we ask for contact information such as name and email address. Out of respect for our users' privacy, we do not share personal information collected for this purpose with any other business or entity. We provide a way to opt-out of these communications. Please see the Choice and Opt-out sections.

### Service Announcements

On rare occasions it is necessary to send out a strictly service related announcement. For instance, if our service suspended for maintenance we might send users emails. These communications are not promotional in nature. Users may opt-out of these communications. Please see our Choice and Opt-out section.

### Customer Service

OLIDA Learning communicates with users on a regular basis to provide requested services and in regards to issues relating to their account. We reply via email or phone, in accordance with the users wishes.

## Sharing

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### Legal Disclaimer

Though OLIDA Learning makes every effort to preserve user privacy, we may need to disclose personal information to protect our legal rights, to protect against fraud, or when required by law if we have a good-faith belief that such action is necessary to comply with a current judicial proceeding, a court order or legal process served on our web site.

Our offices and primary services are located in the United States. However, when our users register with OLIDA Learning, they acknowledge that in using the web site to send electronic communications, users will be causing communications to be sent through computer networks, portions of which may be located either within or outside the United States. For this reason users of this web site acknowledge that use of the web site may result in international data transmissions. By visiting the web site and providing information, our users consent to the collection, transfer, storage, and processing of such information to and in the United States. Such information will be subject to U.S. law, and U.S. privacy and data protection laws may not be equivalent to the laws in our users' countries.

### Third Party Advertisers

OLIDA Learning does not share web site usage information about users with any third parties for the purpose of advertising any affiliated websites.

### Third Party Intermediaries

OLIDA Learning may use an outside shipping company to ship orders, and a credit card processing company to bill users for goods and services. These companies do not retain, share, store or use personally identifiable information for any secondary purposes.

### Service Providers

OLIDA Learning does not share names, or other contact information, with any third party except as described in this privacy statement.

### Business Transitions

In the event OLIDA Learning goes through a business transition, such as a merger, being acquired by another company, or selling a portion of its assets, users' personal information may be part of the assets transferred. Users will be notified via email and a prominent notice on our web site for 30 days prior to a change of ownership or control of their personal information. If as a result of the business transition, the users' personally identifiable information will be used in a manner different from that stated at the time of collection they will be given choice consistent with our notification of changes section.

### Choice/Opt-out

OLIDA Learning provides the option to update your email preferences and make selections about the emails and newsletters you'd like to receive, and to unsubscribe using the methods provided in our emails, newsletters, and other communications.

### Links

These web sites contain links to other sites. OLIDA Learning is not responsible for the privacy practices of other sites. We encourage our users to be aware when they leave our site and to read the privacy statements of each and every web site that collects personally identifiable information.

### Surveys

From time-to-time our site requests information from users via surveys. Participation in these surveys is completely voluntary and the user therefore has a choice whether or not to disclose this information. The requested information typically includes contact information (such as name and email address), and demographic information (such as zip code). Survey information will be used for purposes of monitoring or improving the use and satisfaction of this site. Users' personally identifiable information is not shared with third parties.

### Security

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This web site takes every precaution to protect our users' information. When users submit sensitive information via the web site, their information is protected both online and off-line.

When our registration/order form asks users to enter sensitive information (such as credit card number), that information is encrypted and protected with encryption software – SSL. While on a secure page, such as our order form, the lock icon on the bottom of web browsers becomes locked, as opposed to un-locked, or open, when users are just 'surfing'.

While we use SSL encryption to protect sensitive information online, we also protect user-information off-line. All of our users' information, not just the sensitive information mentioned above, is restricted in our offices and the secure location of our server-hosting provider. Only employees who need the information to perform specific jobs are granted access to personally identifiable information. ALL employees are kept up-to-date on our security and privacy practices.

If users have any questions about the security at our web site, they can contact [OLIDA Learning](#) using the contact information provided on our member services page.

## Supplementation of Information

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In order for this web site to properly fulfill its obligation to users it is necessary for us to supplement the information we receive with information from third party sources.

OLIDA Learning does not request credit reports for any user.

OLIDA Learning does not use any third parties or third-party software to verify a user's identity or address.

OLIDA Learning does not share information about the purchasing habits of users with any third parties.

OLIDA Learning may purchase third-party marketing data and add it to our existing user database to better target potential new users of our site. This information is not linked to the 'profile' of individual users.

## Correcting/Updating/Deleting/Deactivating Personal Information

If a user's personally identifiable information changes (such as zip code, phone, email or postal address), or if a user no longer desires our service, we provide a way to correct, update or delete/deactivate users' personally identifiable information.

## Notification of Changes

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If OLIDA Learning decides to change our privacy policy, we will post those changes to this privacy statement, the homepage, and other places we deem appropriate so our users are always aware of what information we collect, how we use it, and under what circumstances, if any, we disclose it. We will use information in accordance with the privacy policy under which the information was collected.

If, OLIDA Learning is going to use users' personally identifiable information in a manner different from that stated at the time of collection we will notify users via email. Users will have a choice as to whether or not we use their information in this different manner.

If users have opted out of all communication with the site, or deleted/deactivated their account, then they will not be contacted, nor will their personal information be used in this new manner. In addition, if we make any material changes in our privacy practices that do not affect user information already stored in our database, we will post a prominent notice on our web site notifying users of the change. In some cases where we post a notice we will also email users, who have opted to receive communications from us, notifying them of the changes in our privacy practices.

## Contact Information

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By using our web site, our users consent to the collection of information as described in this Privacy Policy. If users have any questions or suggestions regarding our privacy policy, please contact us at:

[OLIDA Learning](#)

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