

Privacy Policy

TeacherFileBox.com

About TeacherFileBox.com

TeacherFileBox.com is an online service developed by Evan-Moor Educational Publishers that allows our members to have access to thousands of electronic teaching units, set up unique personal profiles, create online lesson plans, and organize electronic files.

Evan-Moor Educational Publishers cares deeply about online privacy. If you have any questions concerning this privacy policy, please e-mail us at privacy@evan-moor.com

Information Collection and Use by Evan-Moor Educational Publishers

TeacherFileBox.com collects user-submitted information such as name, address, and e-mail address for billing purposes. TeacherFileBox.com also collects other profile data including but not limited to: personal interests, gender, age, education, and occupation. TeacherFileBox.com also logs nonpersonally-identifiable information including IP address, profile information, aggregate user data, and browser type from users and visitors to the site. This data is used to manage the website, track usage, and improve the website services. This same information may also be shared with third-parties to provide more relevant services. User IP addresses are recorded for security and monitoring purposes.

User profile information including members' pictures and first names are displayed privately and are not available to the public. E-mail addresses are used for the purpose of sending notifications related to the service. With the exception of notifications, a user's e-mail address is not shared or displayed. Users' full names are never revealed to other members.

We may also use a user's e-mail address to send updates a newsletter or news regarding the service. Users may choose not to receive e-mail of this type by changing their "notification" setting to "Do not send me notification e-mails" in the user "Account Settings."

Invitations and Other Communications to Nonmembers

TeacherFileBox.com members can invite friends to join the service by sending invitation e-mails via our automated invitation system found on the detail page of each teaching unit. TeacherFileBox.com stores the e-mail addresses that members provide to send reminders of the invitations. TeacherFileBox.com does not sell these e-mail addresses or use them to send any other communication besides invitations or invitation reminders (up to three [3] per e-mail address). Recipients of invitations from TeacherFileBox.com may contact TeacherFileBox.com. to request the removal of their information from our database.

You may prevent TeacherFileBox.com e-mail invitations and other messages from being sent to any e-mail address you control by sending a single e-mail with the subject "BLOCK" to privacy@TeacherFileBox.com Please note that the e-mail must come from the account you wish to block.

Use of Cookies

TeacherFileBox.com uses cookies to store visitors' preferences and to record session information for purposes including ensuring that visitors are not repeatedly offered the same advertisements and to customize newsletter, advertising, and Web page content based on browser type and user profile information. We do not link the information we store in cookies to any personally-identifiable information you submit while on our site. You may be able to configure your browser to accept or reject all or some cookies, or to notify you when a cookie is set -- each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences -- however, you must enable cookies from TeacherFileBox.com in order to use most functions on the site.

Private Journals

TeacherFileBox.com journal entries are displayed privately to the user and are not available to the public.

Correcting/Updating or Removing Information

TeacherFileBox.com users may modify or remove any of their personal information at any time by logging into

their account and accessing features such as "Edit Profile" and "Account Info."

E-mail Choice/Opt-out

Members who no longer wish to receive updates or notifications may choose not to by selecting "Do not send me notification e-mails" in the user profile "Account Settings." Users who do not wish to receive TeacherFileBox.com newsletters may choose not to by selecting "Do not send me TeacherFileBox.com newsletters" in the user profile "Account Settings." All notification e-mails and TeacherFileBox.com newsletters also include the above instructions for opting-out of those communications in the future.

Security

TeacherFileBox.com member accounts are secured by member-created passwords. TeacherFileBox.com takes precautions to ensure that member account information is kept private. We use reasonable measures to protect member information that is stored within our database, and we restrict access to member information to those employees who need access to perform their job functions, such as our customer service personnel and technical staff. Please note that we cannot guarantee the security of member account information. Unauthorized entry or use, hardware or software failure, and other factors may compromise the security of member information at any time. For any additional information about the security measures we use on TeacherFileBox.com, please contact us at privacy@TeacherFileBox.com.

Sharing and Disclosure of Information

TeacherFileBox.com Collects

Except as otherwise described in this privacy statement, TeacherFileBox.com will not disclose personal information to any third party unless we believe that disclosure is necessary: 1) to conform to legal requirements or to respond to a subpoena, search warrant, or other legal process received by TeacherFileBox.com, whether or not a response is required by applicable law; 2) to enforce the TeacherFileBox.com Terms of Use Agreement or to protect our rights; or 3) to protect the safety of members of the public and users of the service. TeacherFileBox.com reserves the right to transfer personal information to

a successor in interest that acquires rights to that information as a result of the sale of TeacherFileBox.com or substantially all of its assets to that successor in interest. For more information, see the "Changes in Our Privacy Policy" section below.

Changes in Our Privacy Policy

From time to time we may make changes to our privacy policy. If we make changes, we will post them on our site to make users aware of what the changes are so users will always be aware of what information we collect, how we use it, and when we may disclose it. A user is bound by any minor changes to the policy when she or he uses the site after those changes have been posted. If, however, we are going to use users' personally-identifiable information in a manner materially different from that stated at the time of collection, we will notify those users by posting a notice on our Web site for 30 days.

Contacting the Web Site

If you have any questions about this privacy statement, the practices of this site, or your dealings with this Web site, please contact us at: privacy@evan-moor.com (Evan-Moor Educational Publishers, 18 Lower Ragsdale Dr., Monterey, CA 93940).