

CareerWaze, Inc. Privacy Policy

Last Updated: Sep 12, 2017

1. Introduction

ATTENTION: PLEASE READ CAREFULLY THIS CAREERWAZE, INC. (“CW,” “WE,” or “US”) PRIVACY POLICY (“PRIVACY POLICY”), WHICH IS PART OF CW’S TERMS OF USE (COLLECTIVELY “TOU”), BEFORE YOU (“YOU”) ACCESS, DOWNLOAD OR OTHERWISE USE THE SERVICE.

ACCESSING, DOWNLOADING OR OTHERWISE USING THE SERVICE INDICATES THAT YOU ACCEPT AND AGREE TO BE BOUND BY THIS PRIVACY POLICY IN FULL. IF YOU DO NOT ACCEPT THIS PRIVACY POLICY, DO NOT ACCESS, DOWNLOAD OR OTHERWISE USE THE SERVICE. You acknowledge (a) that you have read and understood this Privacy Policy; and (b) this Privacy Policy shall have the same force and effect as a signed agreement.

At CW we believe that, as our online visitor, you have a right to know our practices regarding the information we collect when you visit our website, <http://careerwaze.com/index.html>, and what type of information is being collected when you interact with the site. The Privacy Policy contained herein only applies to visits and activities completed on this website (collectively “Services”). There are primarily two different types of entities that visit and use the Services, Enterprises or Companies (“Customers”) and employees of those Enterprises or Companies (“Users”). Other websites that are linked to/from <http://careerwaze.com/index.html>, including Customer websites, may have different privacy policies; therefore, please review the privacy policy notices on those websites for details. This Privacy Policy applies to the activities of Users of the Services. Rights and responsibilities of Customers are outlined in separate agreements.

Unless explicitly stated otherwise, any new features that augment or enhance the current Services shall be subject to this Privacy Policy.

This Privacy Policy is part of CW’s Terms of Use. Any terms defined in the Terms of Use shall have the same meaning in this Privacy Policy.

Please review the Privacy Policy each time you use the Services. If we materially change this Privacy Policy, we will update this page to reflect any changes to this Privacy Policy. **BY USING THE SERVICES, YOU AGREE TO BE BOUND BY THE MOST RECENT VERSION OF THE PRIVACY POLICY.**

2. Information We Collect

How we collect and store information depends on how you interact with us. You can use some of the Services without providing any information other than automatically collected as described below (for example, if you browse the Services without registering or signing in).

A. Information You Provide

We may collect information about you during your use of the Services, including your name, username, password, email address, phone number, other contact information, and other information you provide or post on our Services, like your goals, job information, preferences, and whether you completed and overall rating for a course. If you are using our Services through a Customer we will not collect your payment information.

We may collect and store your user ID associated with other educational websites that you use to sign in to your account or connect or use with the Services. When you sign into your account with your educational website account information or otherwise connect to your educational service account with the Service, you authorize us to collect, store, and use in accordance with this Privacy Policy and Terms of Use any and all information regarding class work available to us through the other service interface, including without limitation any information that you have made public in connection with your other service account, information that that you share with us, or information that is disclosed as being shared during the sign-in process.

We may anonymize and/or de-identify information collected by the Services or via other means so that the information does not identify you. Our use and disclosure of aggregated and/or de-identified information is not subject to any restrictions under this Privacy Policy, and we may disclose it to others without limitation for any purpose.

B. Information We Automatically Collect

When you access and use the Service, we automatically collect information regarding you and your device, including your device's internet protocol address, the domain name of your internet service provider, your location, your mobile device information (e.g., device model and operating system version), your page visits, your social sharing activity, and aggregated information that cannot be used to specifically identify you. Additional information collected is described in the **Analytics and Cookies, Local Storage and Other Tracking Technologies** sections below.

We may combine all of the information we collect from you and use it in the manner described in this Privacy Policy.

3. How We Use Your Information

We use the information that we collect for several purposes, including:

- The purposes for which you provided it;
- To provide services to you;
- To assist you in accessing relevant educational training courses;
- To process and respond to your inquiries and comments;
- To send you information about your relationship or transactions with us;

- To provide a Customer a comprehensive progress report (“Usage Report”) including compiled, non-anonymized data you generate - including your name, Services ID, completion of classes, and progress through uncompleted educational material on third-party websites - while using the Services. The Customer’s use of the data in the comprehensive report is governed by the Customer’s Privacy Policy and Terms of Use and not by CW’s Policies, it is important that you review the Customer’s data use policies;
- To administer, operate, and improve the Service or develop new services;
- To generate and review reports and data about our user base and service usage patterns;
- To compile aggregate data for internal and external business purposes;
- To prevent fraud and abuse of the Service and to otherwise protect users and visitors and our business;
- To assist law enforcement and respond to subpoenas; and,
- To perform other business activities as needed, or as described elsewhere in this Privacy Policy.

As explained elsewhere in this Privacy Policy, personal information we collect may be processed by our partners in providing related services to the Service (such as administration services, technical services relating to the maintenance, servicing, and upgrading of the products, software, hosting services, data migration services and analytical services, among others).

4. How Your Information is Disclosed

Information may be disclosed to third parties in accordance with our Privacy Policy. Please note that a user may choose not to share certain information as described in the **Your Choices Regarding Your Information** below.

A. Third Party Service Providers and Business Partners

We may use third party service providers and business partners to perform functions in connection with the Service, such as site analytics, email marketing, social sharing, and functions related to analyzing and improving the Service usefulness, reliability, user experience, and operation, advertising, storing data, and as otherwise described in this Privacy Policy. We also may share users’ personal information with advertisers for their direct marketing and promotional purposes and so they can provide services to you.

B. Usage Reports to Customers

As noted above, certain non-anonymized data will be shared with the Customer that employs you as part of a Usage Report on your progress through learning modules both on CW’s website and other third-party websites. The information collected includes, but is not limited to, your name,

Services ID, completion of classes, and progress through uncompleted educational material on the Services and on third-party websites. The Customer's use of your data in the comprehensive progress report is governed by the Customer's Privacy Policy and Terms of Use and not by CW's Policies. It is important that you review the Customer's data use policies.

C. Business Changes

If we become involved in a merger, acquisition, sale of assets, joint venture, securities offering, bankruptcy, reorganization, liquidation, dissolution, or other transaction or if the ownership of all or substantially all of our business otherwise changes, we may transfer your information to a third party or parties in connection therewith.

D. Affiliates

We may also share your information with our affiliates for purposes consistent with this Privacy Policy. Our affiliates will be required to maintain that information in accordance with this Privacy Policy.

E. Investigations and Law

We may disclose information about you to third parties if we believe that such disclosure is necessary to:

- Investigate, prevent, or take action regarding suspected illegal activities, suspected fraud, the rights, reputation, safety, and property of us, users or others, or violations of our policies or other agreements with us;
- Comply with the law or guidance and cooperate with government or law enforcement officials or private parties;
- Respond to claims and legal process (for example subpoenas); and/or
- Protect against legal liability.

F. Aggregated Information

We may share aggregated information relating to users of the Service with affiliated or unaffiliated third parties. This aggregated information does not contain personal information about any user.

G. Analytics

We use third party analytics tools to help us measure traffic and usage trends for the Service. These tools may use cookies and other technologies to collect information about your use of the Service. These tools collect information sent by your device or the Service and other information that assists us in improving the Service. This information may be used to, among other things, analyze and track data, determine the popularity of certain content, and better understand your online activity.

We use the analytics services of Mixpanel, Inc. (“Mixpanel”). Mixpanel’s analytics services allow us to learn how you use our services by giving us the ability to collect information on your interaction with our Service. Mixpanel provides analytics information by installing a first party cookie on your device from CW’s server. Some information will be automatically collected from or about you when you use our Services. The Mixpanel may also by default collect the following information from your usage of our Service: the time of an event, how you came to CW’s site, what search engine and search keywords you may have used to get to our site, information about the device you are on such as your operating system, and browser, as well as your city/country location, tokens and IDs for push notifications. In addition, Mixpanel may also collect on our behalf data such as your age, IP addresses, user names, real names, email addresses, and other custom properties. Further, emails we send to you through Mixpanel’s services may contain web beacons to track on our behalf when you open and act upon such emails.

Mixpanel may track you over time and across websites or applications.

5. Cookies, Local Storage, and Other Tracking Technologies

Mixpanel and other third parties may collect or receive information about your use of the Service, including through the use of cookies, web beacons and other technologies, and this information may be collected over time and combined with information collected on different websites and online services, which may be used for remarketing and may track users across websites and apps and over time. For instance, Mixpanel enables us to present users with retargeting advertising on other sites based on users’ previous interaction with the Service. You can instruct your browser to stop accepting cookies. But if you do not accept cookies, you may not be able to use all portions of all functionality of the Service.

You can opt-out of Mixpanel’s automatic retention of data collected through your browser while on web properties or web sites that have Mixpanel’s integrated by visiting <https://mixpanel.com/optout/>. To track opt-outs Mixpanel uses a persistent opt-out cookie placed on your devices. If you get a new computer, install a new browser, erase or otherwise alter your browser’s cookie file (including upgrading certain browsers) you may also clear the Mixpanel opt-out cookie, and you will need to revisit the opt-out page. Note that Mixpanel’s opt-out cookies will not stop us from sending other data about you from our servers to Mixpanel, nor will it prevent any other data collection methods. For more information on Mixpanel’s privacy practices, please refer to their privacy policy located at <https://mixpanel.com/privacy/>.

6. Security

The Services takes precautions to protect personal information collected. When you submit personal information to CW, we use accepted industry measures to safeguard personal information once we receive it, including storing the information you have provided to us in password-secured databases. However, please be aware that no transmission of data over the Internet or any other public network can be guaranteed to be fully secure. In addition to our technical safeguards, CW limits the number of employees who have access to your personal information and trains all employees who have access to personal information in privacy. If you

have any questions about the security at our Service, please email us at privacy@careerwaze.com.

While we take reasonable measures to protect the information you submit and that we may collect via the Services against loss, theft and unauthorized use, disclosure, or modification, we cannot guarantee its absolute security. No Internet, email, or mobile application transmission is ever fully secure or error free. Email or other messages sent through the Service may not be secure. You should use caution whenever submitting information through the Service and take special care in deciding which information you provide us.

We cannot guarantee that transmissions of your personal information will be fully secure and that third parties will never be able to defeat our security measures or the security measures of our partners. **WE ASSUME NO LIABILITY FOR DISCLOSURE OF YOUR INFORMATION DUE TO TRANSMISSION ERRORS, THIRD-PARTY ACCESS OR CAUSES BEYOND OUR CONTROL.**

7. Data Retention Policy

We will retain your information for as long as you use the Service and for a reasonable time thereafter. Please note that some or all of the information we have collected may be required in order for the Service to function properly.

8. Your Choices Regarding Your Information

You have choices regarding the use of information by the Services.

A. Changing Your Information/Closing Your Account

You may request to review, update, or have deleted any personal information collected from you by CW on the Services. Just send us an email asking to review or update your personal information, or to have us delete your personal information. However, we reserve the right to retain personal information as necessary to comply with federal and state laws.

B. Email Communication

You can make changes regarding receiving email communications from us by contacting us at privacy@careerwaze.com.

C. Social Networking

You should make sure you are comfortable with the information that a third party social networking service may make available to us by carefully reviewing the social media service's privacy policy and terms and conditions and by modifying your privacy settings directly on that service.

D. Opt-Outs Available from Our Partners

Some of our partners allow users to opt-out of their collection of information. See **Analytics and Cookies, Local Storage and Other Tracking Technologies** sections above for details.

9. Information Collected from Other Websites, and CW’s Do Not Track Policy

Through cookies we place on your browser or device, we and our partners may collect information about your online activity after you leave the Services. Just like any other usage information we collect, this information allows us to improve the Services and customize your online experience, and otherwise as described in this privacy policy.

Your browser may offer a “Do Not Track” option, which allows you to signal to operators of websites and mobile applications and services (including behavioral advertising services) that you do not wish such operators to track certain of your online activities over time and/or across different websites and mobile applications and services. CW’s Services do not support Do Not Track requests at this time, which means that we collect information about your online activity both while you are using the Service and after you leave the Service.

10. Children

We do not knowingly collect personal information from an individual under age 13. If you are under the age of 13, please do not submit any personal information through the Services. If you have reason to believe that we may have accidentally received personal information from an individual under age 13, please contact us immediately at privacy@careerwaze.com.

11. Terms of Use

Please also visit CW’s Terms of Use at <https://www.careerwaze.com/careerwaze-termsfuse.pdf> which states the terms, disclaimers, and limitations of liability governing your use of the Service.

12. Changes to the Privacy Policy

We reserve the right to update or modify this Privacy Policy at any time and from time to time. Please review this Privacy Policy periodically, and especially before you provide any information. This Privacy Policy was made effective on the date indicated above. Please check the Service to ensure that you are reviewing the most recent Privacy Policy.

13. Your California Rights

Section 1798.83 of the California Civil Code permits California residents to request from a business, with whom the California resident has an established business relationship, certain information about the types of personal information the business has shared with third parties for those third parties’ direct marketing purposes and the names and addresses of the third parties with whom the business has shared such information during the immediately preceding calendar year. You may make one request each year by emailing us at privacy@careerwaze.com.

14. How to Contact Us

If you any questions about this Privacy Policy or our use of your personal information, please contact us at privacy@careerwaze.com or 4900 Hopyard Rd Suite 100, Pleasanton, CA 94588.