

Our Privacy Policy

Our privacy policy describes what personal information we collect on our own behalf and receive from our users, how that information is used, and what steps we take to safeguard this information during the timeframe their Café Learn course is in use. This policy governs not only our practices with respect to students' personal information, but also with respect to the personal information of all other users, including instructors. This privacy policy demonstrates our commitment to respect your privacy.

User Information

We provide a digital course platform for faculty to create an online course with academic content activities, assessments and other tools to conduct rich, educational experiences for their students. We obtain consents from users, faculty and students when they receive access credentials to log into their Café Learn course. We rely on their continued use of our products to indicate their consent to this privacy policy.

To enable greater customization and personalized experience for students and instructors, personal information may be gathered through the use of Café Learn. We limit our collection of personal information. Nothing proprietary and no more than is reasonably necessary for our users to actively participate in their course experiences or communicate with other course registrants., and no more than is permitted by FERPA.

The following types of information may be collected through your use of Café Learn:

- Full Name
- College or University Email Address
- Information from the student they wish to share with others
- Screen/usernames/pictures where they function in the same manner as online contact information
- Pages visited and the time spent on each page
- Articles read and time spent on activities
- Search terms or other data entered on the online platform
- User information such as preferred language and Web-browser type, operating system, and geographical location information
- Content supplied by the users through participation in our platform
- We collect personal information during the registration process and during the normal operation of Café Learn. In addition, our products collect usage information through technology, such as cookies, web beacons, and persistent identifiers.

How We Use Personal Information

We use personal information for the following purposes:

- To provide users (faculty and students) with the content and features available in Café Learn
- To personalize our Café Learn content and experiences for students, instructors, and other users of the platform
- To detect, investigate and prevent activities that may violate our policies or be illegal;
- To authenticate and identify users

- To integrate our products with other approved systems in use at their campus, in conjunction with campus Academic Technology Administration
- We may conduct surveys of users (students and instructors) in order to evaluate the use of our services, course materials, user experience and other. We may use your information to contact you about voluntary participation in these evaluations.

We handle in strict confidence the information that we learn about you when you enroll in a Café Learn course. We do not share personal Information outside of registered Café Learn users in a specific Café Learn course. We do not retain personal information beyond 60 days after the conclusion of a Café Learn course.

Cookies

Café Learn may choose to use 'cookies' to store your preferences. These files do not contain any personally identifiable information unless you have already chosen to volunteer that information to us. If you choose to register with us, your personal information may be linked to the information stored in the cookie. We use cookies to improve your experience on the site and to understand how visitors use different features and services.

How We Protect Personal Information

We have implemented commercially reasonable technical, administrative and physical security controls, including transport layer security, data encryption, and select multi-factor authentication, designed to protect personal information from unauthorized access, disclosure, use or modification. As a registered user of Café Learn, you can login with your username and password to view and change your personal information. Café Learn will make every effort to preserve your privacy and security by verifying your identify when you use our system.

You may contact us with questions or concerns with respect to this Privacy Policy at the following addresses: info@cafelearn.com