

Privacy Statement

Your privacy is important to ProjectTeam, Inc. ("ProjectTeam"). We are committed to protecting your privacy and keeping your personal information confidential. We strive to develop technology that gives you the most powerful and safe online experience. This Privacy Statement applies to ProjectTeam's websites and governs data collection and usage of the site. By using the ProjectTeam's websites, you consent to the data practices described in this Statement.

Why we collect your Personal Information

ProjectTeam collects and uses your personal information, such as your e-mail address, name, address, or telephone number to give you superior customer service, to provide you with access to our products, and to provide you with of certain information that may be of interest to you. We also collect anonymous demographic information, which is not unique to you, such as your zip code, gender, preferences, interests, and favorites so that we may identify trends that may be useful to us in improving our product. ProjectTeam does not use or disclose sensitive personal information, such as race, religion, or political affiliations, without your explicit consent.

There is also information about your computer hardware and software that is automatically collected by ProjectTeam. This information can include your IP address, browser type, domain names, access times and referring website addresses. This information is used by ProjectTeam for the operation of the service, to maintain the quality of service, and to provide general statistics regarding usage.

Data is sometimes used to deliver customized content and advertising about ProjectTeam's products or services to customers whose behavior indicates that they are interested in a particular subject area.

From time to time, we may use your personal information to contact you to participate in market research, so that we can gauge customer satisfaction and develop better products.

How we collect Personal Information

We collect information about you in several ways. For example, we might ask you to complete a form online, or we might collect your information during correspondence with you or perhaps you've filled out one of our on-line surveys. When you become a Subscriber, we receive and store information you provide in a secure database.

Use of Cookies

The ProjectTeam websites use "cookies" to help you personalize your online experience. A cookie is a text file that is placed on your hard disk by a website page server. Cookies cannot be used to run programs or deliver viruses to your computer. Cookies are uniquely assigned to you, and can only be read by a website's server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide a convenience feature to save you time. The purpose of a cookie is to tell the website server that you have returned to a page. For example, if you

register with a ProjectTeam site, a cookie helps ProjectTeam recall your specific information on subsequent visits. This simplifies the process of recording your personal information, such as name, e-mail address, billing addresses, shipping addresses, and so on. When you return to the same ProjectTeam website, the information you previously provided can be retrieved, so you do not have to enter the information again.

You have the ability to accept or decline cookies. Most website browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to experience fully the interactive features of ProjectTeam websites you visit.

Cookies help us understand which parts of our websites are the most popular, where our visitors are going, and how much time they spend there. We use cookies to study traffic patterns on our site so we can make improvements based on real usage.

Use of Click-through URLs

In some of our e-mails to you, we use a “click-through URL”. When you click one of these URL’s, you pass through our web site server before arriving at the website that is your destination. We track click-throughs to help us determine your interest in particular topics and measure the effectiveness of our customer communications.

How we protect your Personal Information

ProjectTeam safeguards the security of the data you send to us with physical, electronic, and managerial procedures and practices.

Our employees are trained on safety practices to protect the information about our website visitors and customers. Employees are under strict confidentiality and non-disclosure agreements to protect the information they may be exposed to.

ProjectTeam secures your personal information from unauthorized access, use or disclosure. ProjectTeam secures the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorized access, use or disclosure. When personal information (such as a credit card number) is transmitted to other websites, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

Note: ProjectTeam does not read any of your private online communications.

ProjectTeam enlists outside security firms to have their skilled security analysts and engineers advise, audit, and test our websites. Recommendations derived from these exercises are incorporated into our products and websites.

As another layer of protection, we urge you to take precautions to protect your personal information when you are on the internet. Examples of steps you can take include; changing your passwords often, keeping your software updated with the latest releases and patches, and using a secure browser.

Third Party use of your Personal Information

ProjectTeam does not sell, rent or lease its customer lists to third parties. ProjectTeam may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party.

ProjectTeam will disclose your personal information, without notice, only if required to do so by law or in the good-faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on ProjectTeam or the site; (b) protect and defend the rights or property of ProjectTeam; and, (c) act under exigent circumstances to protect the personal safety of users of ProjectTeam, or the public.

In addition, ProjectTeam may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to ProjectTeam, and they are required to maintain the confidentiality of your information.

ProjectTeam encourages you to review the privacy statements of websites you choose to link to from ProjectTeam websites so that you can understand how those websites collect, use and share your information. ProjectTeam is not responsible for the privacy statements or other content on websites outside of those owned by ProjectTeam.

Changes to this Statement

ProjectTeam will occasionally update this Privacy Statement to reflect company and customer feedback. ProjectTeam encourages you to review periodically this Statement and stay informed on how ProjectTeam is protecting your information.

Contact Information

ProjectTeam welcomes your comments regarding this Privacy Statement. If you believe that ProjectTeam has not adhered to this Statement, please contact ProjectTeam, Inc. at security@ProjectTeam.com. We will use commercially reasonable efforts to determine promptly and remedy the problem.