

PRACTICAL PROGRAMS PRIVACY STATEMENT

Practical Programs, Inc. ("PracProg", or "We") is committed to protecting the privacy of its customers, contractors, and employees.

1. Personal Information

PracProg may from time to time request personally identifiable information such as your name, postal address, telephone number, e-mail address, institution affiliation, credit card number, checking account number, or date of birth through various activities of the company. This personal information is collected and used by PracProg staff for the sole purpose of facilitating a relationship or business transaction.

When collecting personal information for storage in an PracProg database, the PracProg website and database resides behind a firewall and uses SSL (Secure Sockets Layer, the industry-standard security protocol used to communicate with browsers) to transmit personal information. Data is strongly encrypted during transmission to ensure that personal and payment information is secure. Industry-standard data encryption techniques are used to protect personal information on PracProg computers. SSL-capable browsers typically have a symbol on the browser window to indicate when they are in a secure mode. In addition, the URL will begin with "https:" for all browsers.

While certain website forms, such as the contact us form at www.pracprog.com, allow you to enter personal information, any such personal information will not be collected for storage in a PracProg database. These forms do not reside behind a firewall or use SSL. You are not required to provide information to individually identify you when submitting these forms although We must have sufficient information to enable PracProg to contact you. The data collected on these forms will be submitted solely to the staff of PracProg, who will use the information for such purposes as responding to you, conducting specific business at your request or on your behalf as requested by you, or assembling data to enter into a business relationship with you.

Does PracProg Sell or Rent Personal Information?

PracProg does not sell or rent any of the personal information We receive.

E-mail

PracProg does not sell or rent e-mail addresses to other organizations or companies. PracProg may generate e-mail for the following types of communication:

1. Uses that will allow you to opt in or opt out. (You will not be subscribed without your permission)
 1. Notification e-mail to which the individual may subscribe and unsubscribe.
 2. Commercial e-mail, which is sent to promote a PracProg product or service (You may opt not to receive this type of e-mail).
 3. Relationship e-mail, which is sent as an informational service because of a relationship with PracProg.
2. Uses that do not use a formal opt in or opt procedure
 1. Correspondence from PracProg staff as a result of a communication initiated by a customer.
 2. Transactional e-mail, which is the result of a business transaction initiated with PracProg or that is ongoing, such as invoicing and project discussions.
 3. Notification emails to communicate technical issues such as server maintenance.

E-mail that has a provision for opt-out will include instructions on how to do so. All inquiries regarding subscription-based e-mails should be directed to the Eric Hutton at PracProg (see PracProg Contact Information).

Postal Mailing Lists

Postal mailing lists, comprised of full name and postal address, are not created and stored at PracProg for any use other than standard business practices such as invoicing. These mailing lists are not sold or rented outside of PracProg.

Third-party Agents

PracProg uses third-party agents for several business activities. These agents are not provided your personal information unless it is required for them to complete the specific tasks they have been engaged to perform on behalf of PracProg and its customers. They are permitted to use your personal information only to provide PracProg with a specific service and not for any other purpose. Please contact Eric Hutton at PracProg (see PracProg Contact Information) if you believe this policy has been violated.

PracProg makes every effort to preserve your privacy, but we may need to disclose personal information when required to do so by law, or if it believes in good faith that such action is necessary.

2. Non-personal Information

Non-personal information is collected behind the scenes by the PracProg web server and is used to compile general website usage statistics or facilitate access to restricted website services. Such information includes:

- IP address of computer
- Browser-related information
- Locations visited on the website
- HTTP cookies

HTTP Cookies

A HTTP Cookie is a piece of data that is stored by your browser in either your computer's memory or on your computer's hard drive. PracProg uses cookies to keep track of user session identity on the website, such as tracking items in a bookstore shopping cart or maintaining access to restricted website services via the PracProg Account. Cookies are also used to track the effectiveness of various services provided on the PracProg website. Browsers generally allow you to disable cookies. Services on the PracProg website that require a login to a PracProg web account require that cookies are enabled.

External Links

The only domains covered by the PracProg privacy policy is pracprog.com and pracprog.net. While the PracProg website may contain links to other sites, PracProg is not responsible for the privacy practices or content of those external sites.

3. How can you update your personal information?

You can make changes to personal information in several ways:

- Email support@pracprog.com
- Call: 615-479-7518
- Mail: Practical Programs, Inc. P.O. Box 90302, Nashville, TN 37209

The PracProg Privacy Statement is subject to change and was last modified on October 9, 2006.