

PRIVACY POLICY

Your privacy is important to Instructional Design Genius so we have developed a Privacy Policy that covers how we collect, use, disclose, transfer, and store your information. Please familiarize yourself with our privacy practices and contact us at cstraley@instructionaldesigngenius.com if you have questions.

This privacy policy describes how Instructional Design Genius, LLC uses and protects information that you provide Instructional Design Genius, LLC when using this Storyboard application.

Instructional Design Genius is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this Storyboard application, you can be assured it will only be used in accordance with this privacy statement.

Instructional Design Genius may change this policy from time to time by updating this page. You should check this page from periodically to ensure you are happy with any changes. Your continued use of the Service after we post any modifications to the Privacy Policy on this page will constitute your acknowledgment of the modifications and your consent to abide and be bound by the modified Privacy Policy. This policy is effective from August 1, 2021.

Log Data

Like many application operators, we collect information that your browser sends whenever you visit use our tool ("Log Data"). This Log Data may include information such as your computer's Internet Protocol ("IP") address, browser type, browser version, the features of our application that you use, the time and date of your use, the time spent on those pages and other statistics. In addition, we may use third party services such as Google Analytics that collect, monitor and analyze this information.

What We Collect

We may collect the following information:

- Name.
- Contact information including email address
- IP Address.
- Other information relevant to customer download, use and participation of the Instructional Design Genius Storyboard application.

What We Do With The Information We Gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Communicating with you.
- Invoicing, purchase a product or service.
- Internal record keeping.
- We may use the information to improve our products and services.
- We may use the information to customize the Storyboard application according to your interests.
- We will never sell your information.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure we have put in place suitable physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

How We Use Cookies

A cookie is a small file that asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyze web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyze data about web page traffic and improve our Storyboard application in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better experience, by enabling us to monitor what you find useful and what you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. However, this may prevent you from taking full advantage of the Storyboard application.

Links to Other Websites

Our Storyboard application may contain links to enable you to visit websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over other websites or service providers. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Update and License Checks

Our on-premises products may periodically check for available updates or verify license validity by connecting to our servers. As a part of update/license checks, some information may be transferred to us: (i) versions of the product, platform, operating system, or host product (such as JIRA), (ii) details of the currently used license for our product and some details of the license for the host product (this may include SEN and Server ID for JIRA license), (iii) the number of active users as measured by our products. The license keys are never transferred, so your license cannot be recreated or used elsewhere.

We may use this information for analysis, verification and support of the end users. We may contact a technical contact person in your company with advisories regarding application support and licensing, based on this information.

Controlling Your Personal Information

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law. We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen. We will retain your personal information for the period necessary to fulfill the purposes outlined in this Privacy Policy unless a longer retention period is required or permitted by law.

You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to Instructional Design Genius 17127 Rainbow Terrace, Odessa, FL, 33556.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at cstraley@instructionaldesigngenius.com. We will promptly correct any information found to be incorrect.