

Privacy policy

Please read our [privacy policy](#), part of our [terms of use](#).

We collect personal information about users in order to provide Edu1Step software services and to interact with and respond to users and also to businesses/organizations that Edu1Step is provided to on a business/organizational basis.

Examples of such personal information include information provided when you fill in forms on our website to register to use it, subscribe to our courses, answer tests and quizzes, post material, enter promotions, report problems with the site, request further services, etc. If you contact us, we may keep a record of that correspondence.

You are encouraged to review and update your personal information, as appropriate, at any time.

In addition, for the purpose of analyzing user trends and internet traffic (see the section about cookies and measuring website traffic below), we may collect details of your visit to our website, information about your computer, Internet Protocol (IP) address, operating system and browser, etc.

We reserve the right to collect abovementioned information at our discretion. We reserve a right to notify users of news and other important information via email.

Business/Organization access

In the case of services provided on a business/organizational basis, for example where you redeem a coupon issued for your business's/organization's staff to use, business/organization administrators will have access to your user profiles, course, progress and certificates, regardless of whether those courses were paid for by the business/organization. If you would prefer that your business/organization does not see information about those courses for which the business/organization has not paid, you may use multiple Edu1Step accounts, with separate email addresses for different courses.

Data storage

We will store your personal information on servers located at approved locations under contract to Edu1Step Ltd. Data will be stored indefinitely and used for the purposes described in this policy.

Confidentiality and security

We will not disclose your personal information to third parties unless:

- you authorize us to, or
- we are required to by law, or
- we are required to do so to enforce our terms of use or fulfil agreements with businesses/organizations that Edu1Step is provided to on a business/organizational basis, or
- when the Edu1Step certificate authenticity verification process necessarily reveals your certificate details to someone who knows your name and certificate verification number, or
- you participate in the referral program (your first name will be shown to the person who referred you).

We strive to keep users' personal information as secure as possible. However, as it's impossible for any exchange of data to be completely secure, all transmissions of data are at users' own risk.

Cookies and measuring website traffic

We use Google Analytics and related tools to analyze how the Edu1Step website is used. Google Analytics uses what are known as 'cookies': text files placed on users' computers to collect standard internet log information and visitor behavior information in an anonymous form. Cookie information is transmitted to Google and used to evaluate and to produce statistics about website activity.

We will not use (nor allow third parties to use) such tools to track or collect any Personally Identifiable Information (PII) of visitors to our website. We will not associate any data gathered from our site with any PII from other sources, unless you explicitly submit that information via a fill-in form on our website.

Advertising

We use remarketing services to advertise on third party websites to previous visitors to our site. It could mean that we advertise to previous visitors who haven't completed a task on our site, for example viewing the information page for a course might mean you see an advertisement for the course on a search results page. Third-parties sometimes use cookies to serve ads based on someone's past visits to the website. Of course, any data collected will be used in accordance with our own privacy policy and the third parties' privacy policies. Some third parties allow you to set preferences for how they advertise to you, and if you want to you can opt out of interest-based advertising entirely by using cookie settings or permanently by using a browser plugin.

Links to other sites

In the event, that Edu1Step provides links to other websites, we take no responsibility for their content or privacy policies. Users are encouraged to read their terms of use and privacy policies before opening any links.

Changes to this policy

We reserve the right to amend this privacy policy at our discretion at any time by displaying an amended version.

Terms of use

Please read our terms of use. By using this software, you are agreeing to them.

Edu1Step software includes the Edu1Step website and all material available there, including videos, transcripts, quizzes and tests, 'cheat sheets', exercise files, certificates of completion, payment mechanisms, brands and slogans, images and designs, and other material.

Edu1Step software is intended to enable users to gain knowledge and learn skills, including professionally oriented ones, to reach their professional and personal goals.

We have done our best to make sure the information contained in the software is as accurate and error-free as possible. We reserve the right to make changes to the software without notice. Please contact us if you have suggestions for improvements.

Warranties and liabilities

No warranties, expressed or implied, are given. No liability is accepted for any losses or damage arising directly or indirectly from using the software. Also, no liability is accepted for any losses or damage arising directly or indirectly from events outside of our control, including *force majeure*.

Subscriptions and access rights

If you subscribe to the software, you are granted a personal, non-exclusive, limited license to access and use the software for your own use for the term of the subscription. These rights automatically expire when the term of the subscription ends. If you choose not to use the software for the whole term, you are not entitled to a refund of money paid for the subscription.

If you purchase a recurring monthly or yearly subscription, your subscription will automatically renew every month or year respectively until you cancel it from your dashboard. You can cancel at any time without affecting your existing access.

You may not allow other people, including from within your business/organization or family, to access the software via your subscription. You must notify us immediately if you know or suspect that someone else is using your access information. Other people are very welcome to use the software, but they must arrange their own subscription or other access.

At our discretion, some users may be allowed access to the software on a discounted or free basis, including by redeeming access coupon codes. Such access is non-transferable between users and may be subject to an expiry date.

The owners of the software (Edu1Step Ltd) reserve the right to exclude users from the software if they misuse it, without necessarily providing justification.

Returns and refund rights

If you choose not to use the software for the whole term, you are not entitled to a refund of money paid for the subscription.

Access to a Edu1Step course cannot be returned or transferred. Refunds will not normally be provided, but may be requested and will be considered at the sole discretion of Edu1Step.

If you are a customer in the EU, you may have the right to cancel within 14 days from the day after the receipt of the course materials. If you choose to cancel within this period you will receive a refund of the purchase price within 30 days. The right of cancellation will not apply if you have logged in and accessed any online learning materials.

Jurisdiction and intellectual property

This Agreement shall be governed and construed in accordance with the laws of Finland. Copyright law and international treaties protect this software, including all title and intellectual property rights. All intellectual property rights are owned by the owners of the software or our licensors.

Course retirement

Courses may be retired from time-to-time at the sole discretion of Edu1Step; this particularly affects technology courses where newer product versions replace older versions, but may also apply to other versioned courses and to entire courses.

Referrals

The Edu1Step referrals scheme allows you to earn a free month's access by sharing a unique link.

Users referred to Edu1Step via your unique link, who then sign up and purchase a course on Edu1Step, will earn you a referral.

Earning referrals will entitle you to receive a month's free access to all courses on Edu1Step.

Access to a Edu1Step course cannot be returned or transferred. Purchases from your unique link that are subsequently refunded will result in the referral and any additional access being voided.

Privacy policy

These terms of use include our [privacy policy](#).

Changes to these terms

We reserve the right to amend these terms of use at our discretion.