

# Privacy Policy

Your privacy is important to AuthorYOU aka AuthorU(niversity), Judith Briles book and publishing consulting company. This privacy statement provides information about the personal information that AuthorYOU aka AuthorU(niversity) collects, and the ways in which AuthorYOU aka AuthorU(niversity) uses that personal information. This supplements other policies of AuthorYOU aka AuthorU(niversity).

## Personal information collection

AuthorYOU aka AuthorU(niversity) only collects your email address when you sign up for an email course, a webinar, a giveaway, or to receive future blog posts via email.

On AuthorYOU aka AuthorU(niversity) website, we offer books and online courses for sale (and refer buyers to online providers; offer live events throughout the year; webinars that we may get an affiliate fee for. PayPal and GoToWebinar provides AuthorYOU aka AuthorU(niversity) with those email addresses, but doesn't collect them, meaning AuthorYOU aka AuthorU(niversity) doesn't add them to its email lists. AuthorYOU aka AuthorU(niversity) only uses them to communicate with you provided you contact AuthorYOU aka AuthorU(niversity) first about a problem downloading any item or the non-receipt.

Your email address will be stored privately on AuthorYOU aka AuthorU(niversity)'s email program until you remove it via unsubscribing or until AuthorYOU aka AuthorU(niversity) ceases to exist.

## Using personal information

AuthorYOU aka AuthorU(niversity) may use your personal information to:

- Send to you any products that you purchase;
- Supply to you the services that you purchase;
- Send you confirmation of any services that you purchase;
- Send you confirmation and follow-up to an events you purchase;
- Send to you statements and invoices;
- Collect payments from you; and
- Send you marketing and update communications.

AuthorYOU aka AuthorU(niversity) will never disclose your personal information or email address with any agents or sub-contractors. Your email address is highly confidential and AuthorYOU aka AuthorU(niversity) will honor your privacy in this manner.

## **Securing your data**

AuthorYOU aka AuthorU(niversity) will take reasonable technical and organizational precautions to prevent the loss, misuse or alteration of your personal information.

AuthorYOU aka AuthorU(niversity) will store all the personal information you provide on its secure servers.

Information relating to electronic transactions entered into via this website will be protected by encryption technology.

AuthorYOU aka AuthorU(niversity) has qualified for an SSL Certificate. Although AuthorYOU aka AuthorU(niversity) does use PayPal for secure transactions, its website also has an SSL Certificate. What is an SSL Certificate? They are small data files that digitally bind a [cryptographic key](#) to an organization's details. When installed on a web server, it activates the padlock and the https protocol and allows secure connections from a web server to a browser. Typically, [SSL](#) is used to secure credit card transactions, data transfer and logins, and more recently is becoming the norm when securing browsing of social media sites. Many visitors feel more secure when sharing information when a inputting private information.

## **Legal Basis**

AuthorYOU aka AuthorU(niversity) complies with the requirements of the GDPR.

## **Updating this statement**

AuthorYOU aka AuthorU(niversity) may update this privacy policy by posting a new version on its website.

Check this page occasionally to ensure you are familiar with any changes.

## **Other websites**

This website contains links to other websites. AuthorYOU aka AuthorU(niversity) is not responsible for the privacy policies or practices of any third party.

## **Contact AuthorYOU aka AuthorU(niversity)**

Once you are added to AuthorYOU aka AuthorU(niversity) email list, you will receive a confirmation email. This is known as a double opt-in system. Once you agree, AuthorYOU aka AuthorU(niversity) can send you promotional information about its books, events or services. All of AuthorYOU aka AuthorU(niversity) emails contain an Unsubscribe link, which you may use to stop receiving information from AuthorYOU aka AuthorU(niversity).

If you have any questions about this privacy policy or AuthorYOU aka AuthorU(niversity)'s treatment of your personal information, please write:

- by email to Judith [at] Briles [dot] com or Judith [at] AuthorU [dot] org; or
- by phone at 303 [hyphen] 885 [hyphen] 2207;
- by mail to 8122 S Quatar Circle, Aurora, CO 80122