

## Web Privacy Policies and Procedures

The Georgia Council of Teachers of English respects your privacy. This document outlines the ways that GCTE web site may collect information from you.

### Browsing the Site

Generally speaking, you can visit the pages of the GCTE web site without telling us who you are or revealing any personal information. To learn more about who visits our site, we may track Internet domain addresses (that is, where you are connecting to the web site from, for instance from aol.com or from vt.edu). While we log this address information, you will remain anonymous. We do not access or record such information as your login name at aol.com, and we use the information that is recorded for statistical purposes only.

There are portions of the GCTE web site that do request personal information:

- *List Member Only Pages*  
Our GCTE-TALK list archives are limited to list subscribers only. To access these web pages, you will need to enter the email address that you used to subscribe to the discussion list. If you are not subscribed to the list, you will not be able to access these archives. (To subscribe to GCTE discussion lists, visit <http://www.GCTE.org/lists/>)
- *Web Form and Order Form Pages*  
Other portions of the site require personal information in order for you to complete such activities as submitting conference proposals, subscribing to our GCTE-TALK discussion list, or contacting GCTE board members and directors. These pages will ask you to enter such personal information as your name, member number, mailing address, phone numbers, e-mail address, etc. The information that you type in these forms is necessary to complete the action that the page is used for.

You may choose whether to enter this personal information. You are not required to do so. However, if you choose not to provide the information that we request, you may be unable to complete an action online and/or you may be unable to view portions of the web site.

### Links to Other Sites

The GCTE web site includes links to other web sites. GCTE is not responsible for the privacy practices or content of those sites. You should always read the privacy policy at a web site before revealing any personal information.

### Policy Changes

We will inform you of any changes to our web policies by posting a notice on our web site. Those changes will go into effect on the date posted in the notice. The new policy will apply to everyone using our web site and will replace any prior policies.