

3003 Breezewood Lane, P.O. Box 368 Neenah, WI 54957-0368 jjkeller.com

J. J. Keller[®] Training Terms of Use For Trainer Tools USB Flash Drive and Digital Download Program

Overview: By using this J. J. Keller[®] Training – Trainer Tools USB Flash Drive and/or Digital Download Program (collectively, "Program") - you agree to abide by the terms of use set forth here ("Terms").

License: Subject to compliance with these Terms, J. J. Keller grants you a non-exclusive, nontransferable limited license to access and use the Program.

Internal Use: Your License allows you and those at your assigned business location to use the non-video components of this Program ("J. J. Keller Training Content") and works you create by editing J. J. Keller Training Content ("Created Training Works") within your organization as outlined in this section. You may not, and may not permit others to use J. J. Keller Training Content to prepare work, documents or reports, etc. for any party outside of your organization unless you have a Commercial Use License which gives you these rights.

Work Personally Authored: Your License allows you, and those at your assigned business location, to incorporate J. J. Keller Training Content as specified below in work you personally author to create Created Training Works:

- You and those at your assigned business location may use J. J. Keller Training Content certificates, quizzes, 5-minute talks, learning activities, handouts, and PowerPoint[®] presentations in preparing works you and those at your assigned business location personally author. These materials must be for the sole purpose of training or communicating safety and/or compliance within your organization.
- The above-stated content is the only J. J. Keller Training Content that may be used to create Created Training Works; videos may not be used to create Created Training Works.
- You may post Created Training Works on your Intranet or Learning Management System.
- You may copy, distribute, post or electronically transmit Created Training Works.

Printing J. J. Keller Training Content or Created Training Works: You and those at your assigned business location may print and copy J. J. Keller Training Content or Created Training Works – certificates, quizzes, 5-minute talks, learning activities, handouts, and PowerPoint[®] presentations – for the sole purpose of training or communicating safety and/or compliance within your organization. Copyright statements on J. J. Keller Content must not be altered.

Using J. J. Keller Videos: Your License allows you and those at your assigned business location to display Program videos during a live trainer-led training presentation, which may include in-person students and/or virtual/remote students. Recording of the display of Program videos is prohibited.

Program videos may not be copied, re-purposed, re-formatted, translated to additional languages, edited, or incorporated into other uses, including on-line or computer-based training courses, unless provided for by J. J. Keller in a separate agreement. Videos may not be posted on the Internet, your intranet, your learning management system, or any other electronic messaging or post means.

Complete J. J. Keller Terms of Use: The complete J. J. Keller Terms of Use which apply to your use of the Program are found here: Internet Terms of Use (jjkeller.com)