

INSPIRED BY LEARNING (IBL)

1. IBL REGISTRATION, PERSONAL INFORMATION AND PRIVACY

IBL is a community of individuals who are interested in, and inspired by learning. To participate in IBL activities it is necessary to register at the IBL website. Registration is free of charge.

IBL activities include

- the co-creation of books and other written materials with educators and authors (who are often publishing for the first time)
- the publication, selling and distribution of co-created materials
- mentoring-in-writing and peer-support for professionals and authors
- organising seminars, workshops and other events (for a range of audiences) in partnership with authors and other agencies (such as schools and libraries).

When you register as a member of the IBL community, we ask you to share contact information with us and to tell us about you and your interests. This is the only information that we gather and it is held securely. We do not track visitors to the IBL pages or to the linked blog, Facebook or Twitter accounts. We do not hold any credit/debit card information about customers. Your bank account details will be kept securely by ourselves and the IBL bank (when paying by bank transfer). We will not share information about you with a third party. IBL is not affiliated to other businesses and we do not share information about our members or customers with any businesses who provide services to IBL (such as printers).

From time to time IBL will distribute a newsletter. We may also send information to groups of members/customers. In doing so, we will never reveal a member's/customer's contact information.

The IBL website does not use cookies. You can de-register as a member of IBL at any time. To do so, please send an email to contact@inspiredbylearning.eu.

2. COMMUNICATIONS and CONTACT

We will communicate with you by email/electronically and we ask that you do the same. To communicate with IBL please fill in the contact form on the IBL website homepage (see the contact button) or send an email to contact@inspiredbylearning.eu.

3. GENERAL CONDITIONS OF SALE/RETURNS

IBL books are exclusively sold through the IBL website (registration required). In the UK, some titles may also be available through Amazon.co.uk.

Printed books are on sale subject to availability. Should a book be unavailable, we will tell you so on the IBL website and not accept orders until it is available again.

IBL wants all our customers to be happy with their purchases. Should you in anyway be dissatisfied with your order, please contact us by email at contact@inspiredbylearning.eu. All purchases can be returned in 60 days from the date of purchase. The full refund of the price of the book will be made by cheque to your postal address.

4. PRICING AND CURRENCIES

The price of printed and e-books is indicated on the IBL website, in Euros and in the currency of the author's country. Payment is in Euros or the currency of the author's country.

The cost of postage and packaging (P & P) is fixed and added to the cost of printed book. This is added at the checkout and is included in the total cost of your order. P & P is not added to e-books or to books bought at IBL events.

Where legally applicable, VAT is added to the purchase price of IBL books. The VAT is indicated when you select your payment method and VAT is included in the total cost of your order.

5. PAYMENT METHOD AND PROCEDURES

IBL books can be paid for

by debit or credit card, using Paypal.

This method of payment is recommended.

To pay with a debit or credit card, on the 'Select Payment Method' web page, click the 'Check Out With Paypal' button. You will be re-directed to the Paypal webpage and you should follow the Paypal instructions. As soon as IBL has received your payment from Paypal, your order will be dispatched and you will receive a confirmation email. A receipt will be sent with the book(s).

by Paypal account.

This method of payment is recommended if you already have a Paypal account which you wish to use.

To use your Paypal account to purchase a book, on the 'Select Payment Method' web page, click the 'Check Out With Paypal' button. You will be re-directed to the Paypal webpage and you should follow the Paypal instructions. As soon as IBL has received your payment from Paypal, your order will be dispatched and you will receive a confirmation email. A receipt will be sent with your book(s).

Note:

IBL is using the Paypal system to assure safe online transactions. There is no cost to the buyer when making a payment through Paypal. Paypal is currently available in 24 currencies around the world. IBL is not responsible for debit/credit card transactions. Should there be any issue regarding your payment by debit/credit card or Paypal transaction, you should contact Paypal directly.

by bank transfer.

This method of payment is relevant to persons or companies that

a) want to pay in a national currency that is not one of 24 currencies that are available within Paypal or

b) require an invoice to be sent before paying.

Schools, libraries and other organisations may find it easier and more convenient to pay by bank transfer. Any charges made by your bank when making a transfer should not be taken from the cost of the order and should be paid by you, the purchaser.

To pay by bank transfer, on the 'Select Payment Method' web page, click the 'Bank Transfer' button. Please fill in the information asked for and you will be sent an invoice by email. This will include details of the IBL bank account, into which your payment should be transferred. Your order will be sent to you as soon as your payment has been received in the IBL bank account.

If your order does not arrive, please contact us by email at contact@inspiredbylearning.eu

6. BOOK FORMATS

Printed books are paperback books printed professionally to the highest quality standards. E-books are sent to purchasers as PDF files attached to an email. They are sold on the understanding that they are for the use of the purchaser only, and that they will not be shared with others, copied, distributed or resold.

7. COPYRIGHT

All text, graphics, logos, pictures and illustrations in all IBL books are copyright and must not be extracted, copied or used in anyway without written permission from IBL, which may be refused. To request permission to use text or other material from any IBL book, please send an email to contact@inspiredbylearning.eu. Include in your email details of the book you wish to take form and the exact material to be used, including page number(s). Also state how this information will be used. Please include a contact email address. We will respond promptly.

8. REGISTERED COMPANY

IBL is a limited liability company registered in Scotland, UK, company number SC430029.

IBL is governed by the laws of Scotland, and relevant EU and International legislation.

The registered address of IBL is

Inspired By Learning, 20C Linksfield Road, Aberdeen, Scotland UK.