

Hedden Information Management

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Web Site Indexing Course Agreement & Enrollment Form Course 1 – HTML for Indexers

Name of Student: _____

Address: _____

E-mail: _____

Indexing or HTML Experience: _____

Indexing software used: _____

Windows or Macintosh: _____

Desired course starting date: _____

This course comprises 3 lessons and is designed to last 3 weeks. The student may receive lessons at a faster or slower schedule than 3 weeks. If lessons are completed in less than 3 weeks, instructor contact and feedback may continue for 3 weeks from the starting date. If the student wishes to receive lessons at a slower pace, instructor contact and feedback may continue for as long as 6 weeks. If the student does not finish the course by the end of 6 weeks, the instructor will provide any pending lessons, but feedback will no longer be provided. To continue instructor feedback for a period longer than 6 weeks requires the student to make a request for a specified “break” in the course.

It is understood that Hedden Information Management owns the copyright to the course web pages. Quoting from them or copying examples from them is prohibited without the permission of Hedden Information Management. The student agrees to view all course web pages in private. Web pages may be saved indefinitely and printed for personal use only. The student agrees not to distribute the contents of the course, either electronically or by sharing printed pages.

Lessons, as HTML files and some associated graphics, will be sent by e-mail. The first lesson will be sent at the desired starting date, assuming payment is received by then. Payment is \$100 payable by check to “Hedden Information Management” or by PayPal or credit card via PayPal at <http://www.hedden-information.com/course-2.htm>

The student agrees to the above terms and agrees that there can be no refunds if the course is not completed.

Signature of Course Participant: _____

Date: _____