



ORDER FORM

Organization: University of Hradec Králové	
Billing Address: 62 Rokitanského Hradec Králové, Královéhradecký kraj 500 03 Czechia Primary Billing Contact Name: Primary Billing Email:	Ship To Name: University of Hradec Králové Ship To Address*: 62 Rokitanského Hradec Králové Královéhradecký kraj 500 03 Czechia **“Ship To Address” is the location where the majority of Products will be consumed.
Coursera accepts ACH, Wire transfer, or check Payment Terms: Net 30 Invoice Schedule (USD):	Does Organization need a purchase order number on the invoice? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please provide purchase order to accounts- receivable@coursera.org within 7 days after signing Order Form. Organization Coursera VAT IE/EU372007437
Invoice Timing (Month YYYY)	Invoice Amount
November 2025	\$49,500.00

Product	Quantity	Order Term (months)	Start Date	End Date	Annual Unit Price (USD) ¹	Total Price (USD)
Coursera User License	150	12	November 1, 2025	October 31, 2026	\$330.00	\$49,500.00

Total (USD): \$49,500.00

1. Term and Renewal Fees. The Term of this Order Form will be **one (1) year** from the License Start Date. The parties may renew the term for successive one-year Renewal Term(s) by entering into a signed renewal agreement. During the Term, on each anniversary of the License Start Date, Organization shall forfeit any unused User Licenses, Enrollments and/or uncompleted Courses.
2. License Start Date. “**License Start Date**” shall mean the date that Coursera gives “super administrator” access to Organization, which shall give Organization the ability to invite Users to access Content Services. The License Start Date shall be evidenced by an e-mail notification to Organization. The Term shall begin as soon as Organization’s super administrator has access to the ability to send invitations to Users. If this Order Form is executed after the earliest Start Date listed above, Coursera may adjust the Start Date(s) and End Date(s), without increasing the total price or altering the term length, based on the date Coursera provides super administrator access to the Organization.
3. Transferability. User Licenses are transferable among Users, provided however, Users will lose paid access to all then-enrolled Courses if they are not holding a User License (or other paid Enrollment) through completion of such Courses.

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¹ For internal accounting purposes, Coursera will allocate 70% of these fees for Content Services and 30% for User Services.

This Coursera Order Form ("**Order Form**") is entered into as of the last signature date below (the "**Effective Date**") between Coursera, Inc., with a place of business at 2440 West El Camino Real, Suite 500, Mountain View, CA 94040 ("**Coursera**"), and the entity listed above ("**Organization**"). This Order Form includes and incorporates the details above, as well as the attached Terms and Conditions and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof. The individual signatories to this Order Form each certify that they have full power and authority to enter into the Order Form on behalf of their respective organizations and bind their respective organizations to the terms and conditions herein.

COURSERA, INC.



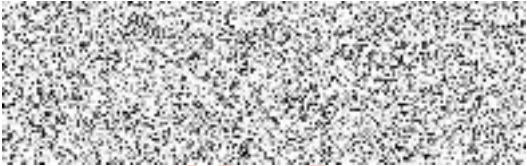
Name:
Title: VP Enterprise
Date: 10/31/2025



University of Hradec Králové

By:

Name:
Title:
Date:



Datum: 2025.10.31
13:11:34 +01'00'

TERMS AND CONDITIONS

1. Obligations.

a. As of the License Start Date (as defined herein and as further detailed in the attached Statement of Work), Coursera grants to Organization and its users ("**Users**") a non-exclusive, non-transferable, revocable right to access and use the User Services and Content Services (collectively, "**Services**") subject to the terms and conditions set forth in this Order Form. It is intended that Users are registered students and/or faculty members of Organization. "**User Services**" means (i) customized landing page featuring the Organization logo and selected courses, (ii) User engagement reports, (iii) payment solution(s) that allow Users to seamlessly access premium course experiences and skip checkout, and (iv) enterprise-level User support. "**Content Services**" means access to Coursera's Course and/or Specialization certificate service, including access to Course assessments and grades, for certain massive online open content offerings to be mutually agreed upon in writing by Coursera and Organization. "**Courses**" or "**Specializations**" means courses and specializations from the world's top universities and instructors, for consumption via the proprietary platform developed by Coursera ("**Platform**"). "**User License**" means the right for a single User to access the Content Services for an unlimited number of Enrollments. "**Enrollment**" means registration to participate in a single Course, and such Enrollment shall be deemed used once a User registers for a Course and does not either (i) manually opt out or (ii) automatically unenrolled due to low activity, in both cases during the trial period. If a Course or Specialization becomes unavailable prior to the end of the Term, Coursera may replace such Course or Specialization with a reasonable alternative Course or Specialization. The Courses and Specializations offered in the Coursera for Campus catalogue are determined by such factors as availability, pricing, and/or other restrictions. As of the date hereof, Stanford and the University of Pennsylvania are not available to Organization through Coursera for Campus. "**LMS Integration**" shall mean that Coursera will configure the Coursera for Campus API's data exchange to the specifications for Organization's learning management system ("**LMS**") to enable the LMS to sync with the Coursera for Campus APIs. "**LMS Maintenance**" for such LMS Integration shall include addressing defects and apparent bugs, release management, and guidance in setup and administration. Maintenance shall not include integration with a different LMS provider or additional development work that may be required as a result of Organization's LMS customization or a significant LMS version release. The Parties will mutually agree on the scope of ongoing LMS maintenance. Organization shall reasonably and timely provide Coursera with all requested materials, APIs, systems information, and any other cooperation necessary to allow the LMS Integration to be implemented (including testing and debugging).

b. If Organization has opted to (1) create a learning plan for its users or (2) implement Single Sign-On ("**SSO**"), Organization shall reasonably and timely provide Coursera with all requested materials, APIs, systems information, Course and/or Specialization choices, and any other cooperation necessary to allow the Platform to be implemented (including testing and debugging) on or before the License Start Date. If no learning plan is chosen, Organization's unrestricted access to Coursera's full catalogue shall include Courses and Specializations available to Coursera for Campus (excluding any content for which creators have opted out of the Coursera for Campus catalogue, and industry and credit-eligible and/or credit-bearing university certificate programs).

c. Organization will collaborate with Coursera to jointly market and promote the relationship contemplated by this Order Form as well as the value of Coursera services to Organization. Coursera may, in accordance with Organization's branding guidelines, use Organization's name and logo(s) to list Organization as a customer and create mutually acceptable case studies highlighting the relationship of the Parties. Coursera may identify Organization and provide the number of participating Organization Users to the creators and instructors of Courses and/or Specializations ("**Course Creators**") accessed by Organization's Users. Organization may, in accordance with Coursera's branding guidelines (found here <https://about.coursera.org/brand-guide>), use Coursera's name and logo(s) to promote this Order Form to their Users and on Organization's campus, provided that Coursera reserves the right to withdraw such permission in Coursera's sole discretion and request removal of Coursera's branding features (including any and all logos) immediately upon request and in no case later than two (2) business days. In addition, the Parties may, subject to mutual agreement as to the specific content, issue joint publicity materials, including, but not limited to, press releases. Other than as set forth herein, neither Party will, without the prior written approval of the other Party, issue any public statements or promotional materials disclosing the existence of this Order Form or the performance of Services hereunder. Without limitation of the foregoing, Organization shall not engage in any misleading communications that might state or imply that any Course Creators endorse, support, or have partnered with Organization. Organization shall provide conspicuous notice to Users that completion of Courses or Specializations does not provide Users with academic credit from the Course Creators. Organization shall not use any logos or other branding elements of a Course Creator, provided that Organization may make factual statements about the availability of Courses and Specializations using plain text.

d. The Parties will cooperate to ensure each User's compliance with Coursera's user policies. Each party will respect the confidentiality and privacy of such User data and operate in accordance with applicable law with respect to its use and handling of same. The data protection terms located at the following link shall be incorporated into this Order Form: <https://www.coursera.org/about/privacy/data-protection-addendum>

e. If Organization uses Coursera content authoring tools, use of such tools and custom course creation shall be governed by the terms located at the following link, which shall be incorporated into this Order Form: <https://www.coursera.org/about/terms-enterprise-content-authoring-addendum>

f. The rights set out in Section 1(a) do not include the right to, and Organization will not (either directly or indirectly): (i) copy, sublicense, rent, lease, barter, swap, resell, or commercialize the Platform, Courses, or Specializations, in whole or in part; (ii) transfer, transmit, enable, or allow access to or use of the Platform, Courses, or Specializations, whether in whole or in part, by any means, to a third party; (iii) create external derivative works of the Platform, Courses, or Specializations; (iv) use the Platform, Courses, or Specializations in any manner that is fraudulent, deceptive, threatening, harassing, defamatory, unlawful, illegal, obscene, or otherwise objectionable in Coursera's reasonable discretion; (v) "crawl," "scrape," "spider," or otherwise copy or store any portion of the Platform, Courses, or Specializations for any purpose not contemplated under this Order Form (e.g., in order to mimic the functionality and/or output of the Platform, Courses, or Specializations, in whole or in part); (vi) disassemble, reverse engineer, decompile, or otherwise attempt to obtain the source code or underlying logic of any portion of the Platform, Courses, or Specializations; (vii) use the Platform, Courses, or Specializations as part of any machine learning or similar algorithmic activity; or (viii) publish or distribute the Platform, Courses, or Specializations, or materials derived from the Platform, Courses, or Specializations, to third parties.

2. Intellectual Property. Coursera retains all rights, titles, and interests in and to the Platform, Courses, and Specializations and improvements thereto, together with any tools, materials, specifications, guidelines, and instructions provided by Coursera to Organization, as well as all intellectual property rights, including all copyrights, trademarks, patents, rights in databases, goodwill, trade secrets, and moral rights. Organization will not remove, obscure, or alter any copyright or trademark notices or other notices provided in or through the Platform, Courses, or Specializations. Any rights not expressly granted to Organization in this Order Form are reserved by Coursera.

3. Fees and Billing. Coursera will invoice Organization for the Fees set forth herein as per the Invoice Schedule. Organization will pay the invoice on the payment terms set forth in this Order Form. All Fees hereunder are non-cancelable and non-refundable upon the execution of this Order Form, or the issuance of any invoice by Coursera.

4. Taxes.

a. Organization will be responsible for the payment of all taxes, including but not limited to sales, use, value added, excise, goods and services, gross receipts, services, consumption, and other similar taxes (collectively "**Taxes**") however designated that are properly levied or imposed on it by any taxing authority by reason of the transactions under this Order Form (other than for taxes based on Coursera's income). If a Party is required to pay any Taxes for which the other Party is responsible, then the Taxes including any interest and penalty will be billed to and paid by such other Party.

b. For the avoidance of doubt, only withholding tax obligations of Organization required by a valid applicable regulation, if any, may be deducted from the amount payable to Coursera by Organization. To the extent the Organization is required by applicable law to withhold taxes or other amounts ("**Withholding Taxes**") from the amount payable to Coursera, Organization shall notify Coursera within 30 business days of effective date of this agreement and assist Coursera in obtaining the benefits of any reduced Withholding Taxes under any applicable income tax treaty or otherwise reasonably cooperate with Coursera to eliminate or minimize any applicable Withholding Taxes for such payments. Coursera shall expend its best efforts in timely providing Organization with valid and official documentation issued by the relevant taxing authority for a lower rate of Withholding Taxes to be applied on that payment (e.g., letter of US tax residency certificate, Form 6166), and Organization shall apply such lower rate. If Organization is required by applicable law to deduct Withholding Taxes from amounts payable to Coursera under this Agreement, Organization will remit, and provide Coursera with evidence that Organization has remitted, the Withholding Taxes to the appropriate taxing authority. If requested, Organization will provide Coursera with a valid withholding tax certificate and proof of payment to the applicable tax authority, within 30 days of the date of request or, where applicable, within 30 days of the date that such evidence is required to be completed and filed with the applicable tax authority. If Organization is claiming tax exempt status, Organization shall provide sufficient evidence of tax exemption status from applicable state, federal, and local taxes. In the event of any assessment by a taxing authority, both Parties agree to cooperate with each other to resolve issues in order to minimize such assessment.

5. **Term.** The term of this Order Form shall commence on the Effective Date and shall continue in full force and effect for the agreed upon period from the License Start Date, unless terminated in accordance with Section 6 (Termination) (the "**Term**"). Upon expiration of the Term, access to the Platform will no longer be made available by Coursera under this Order Form (including paid access to uncompleted Courses).

6. **Termination.**

a. **Termination for Breach.** Either Party may suspend performance or terminate this Order Form if: (i) the other Party is in material breach of the Order Form and fails to cure such breach within thirty (30) days after receipt of written notice; or (ii) the other Party ceases its business operations or becomes subject to insolvency proceedings and the proceedings are not dismissed within ninety (90) days.

b. **Effects of Expiration or Termination.** Upon expiration or termination of this Order Form for any reason: (i) all rights granted and obligations incurred by one Party to the other that are intended to cease upon expiration or termination will cease immediately; (ii) upon request each Party will promptly return or destroy all Confidential Information of the other Party; and (iii) all Services shall immediately cease.

7. **Confidential Information.**

a. **Obligations.** Each Party will: (i) protect the other Party's Confidential Information with the same standard of care it uses to protect its own Confidential Information; and (ii) not disclose the Confidential Information, except to affiliates, employees, and agents who need to know it and who have agreed in writing to keep it confidential and who are trained and reliable. Each Party (and any affiliates, employees, and agents to whom it has disclosed Confidential Information) may use Confidential Information only to exercise rights and fulfill obligations under this Order Form, while using reasonable care to protect it. Each Party is responsible for any actions of its affiliates, employees, and agents in violation of this section. "**Confidential Information**" means information disclosed by a Party to the other Party under this Order Form that is marked as confidential or would normally be considered confidential under the circumstances.

b. **Exceptions.** Confidential Information does not include information that: (i) the recipient of the Confidential Information already knew; (ii) becomes public through no fault of the recipient; (iii) was independently developed by the recipient; or (iv) was rightfully given to the recipient by another Party.

c. **Required Disclosure.** Each Party may disclose the other Party's Confidential Information when required by law and must notify the other party of such disclosure.

8. **Representations and Disclaimers.**

a. **Representations** Each Party represents that (i) it will comply with all laws and regulations applicable to its performance of its obligations under this Order Form; (ii) it shall not take any action or omit to take any action under this Order Form or in connection with its business that would cause it to be in violation, in any applicable jurisdiction, of: (a) anticorruption laws and regulations, including but not limited to the Foreign Corrupt Practices Act (U.S) and The Bribery Act 2010 (U.K.); or (b) anti-money laundering laws or regulations. Organization represents that it: (i) is in compliance with the various economic sanctions programs administered by the U.S. Department of Treasury's Office of Foreign Assets Control; (ii) is not currently listed on any Excluded or Denied Party List maintained by any U.S. Government agency; and (iii) has obtained all applicable permissions and approvals to enter into this Order Form (including securing sufficient funds and resources necessary for the execution and payment of the Services as stipulated in the Order Form) and fully satisfied all applicable regulatory and legislative requirements for Organization to enter into this Order Form prior to execution of the Order Form. Upon request by Coursera, Organization shall provide Coursera with written proof of the secured funding within three (3) business days. Organization represents that all publication information, including the subject matter description and other required metadata, shall be complete, accurate, and in full compliance with the Register of Contracts Act (as defined below).

b. **Non-Academic and Academic Credit Use.** Courses under this Order Form shall be used for Organization's standard learning and development training purposes. Such courses are to be used as supplemental materials to in-person instruction. If Organization chooses to assign credit for such content, Organization is solely responsible for ensuring adequate pathways towards degree completion based on content availability. Organization acknowledges that: 1) Coursera and the Course Creators do not represent or warrant that the content meets any accreditation or regulated learning time standards; 2) Coursera and the Course Creators will not be responsible to update Organization on any substantive changes or availability of content; and 3) Coursera and the Course Creators do not guarantee the availability of the content. Both parties shall comply fully with the requirements for the handling of student information and protection of student privacy as set forth in the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g; 34 CFR Part 99. Pursuant thereto, the parties will not disclose or use any student information, except as necessary to carry out their obligations under this Order Form and as permitted by FERPA.

c. Organization Organization acknowledges that this Agreement is subject to publication in the Czech Register of Contracts pursuant to Czech Act No. 340/2015 Coll., on special conditions for the effectiveness of certain contracts, publication of such contracts and on the register of contracts (the "**Register of Contracts Act**"). Organization shall be solely responsible for ensuring that this Agreement is published in the Czech Register of Contracts within the timeframe required, including but not limited to complete and accurate metadata information.

d. **Disclaimers.** EXCEPT AS EXPRESSLY PROVIDED FOR HEREIN, NEITHER PARTY MAKES ANY OTHER WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR USE, AND NONINFRINGEMENT. COURSERA PROVIDES ITS PRODUCTS AND SERVICES "AS IS" AND DOES NOT WARRANT THAT THE OPERATION OF ITS PRODUCTS AND SERVICES WILL BE ERROR-FREE OR UNINTERRUPTED. COURSERA MAKES NO REPRESENTATIONS ABOUT ANY CONTENT OR INFORMATION MADE ACCESSIBLE BY OR THROUGH ITS PRODUCTS AND SERVICES.

9. **Indemnification.**

a. **By Organization.** Organization will indemnify, defend, and hold harmless Coursera from and against all liabilities, damages, and costs (including settlement costs and reasonable attorneys' fees) arising out of a third party claim: (i) that any Organization brand features or other content used in accordance with this Order Form infringe or misappropriate any intellectual property rights of a third party; or (ii) involving actions by Users and other individuals associated with Organization (e.g., harassment on forums, plagiarism).

b. **By Coursera.** Coursera will indemnify, defend, and hold harmless Organization from and against all liabilities, damages, and costs (including settlement costs and reasonable attorneys' fees) arising out of a third party claim that Coursera's technology used to provide the Platform or any Coursera brand features used in accordance with this Order Form infringe or misappropriate any intellectual property rights of such third party. Notwithstanding the foregoing, in no event shall Coursera have any obligations or liability under this section arising from: (i) use of the Platform or Coursera brand features in a modified form or in combination with materials not furnished by Coursera; or (ii) any content, information, or data provided by Organization, Users, or other third parties.

c. **General.** The Party seeking indemnification will promptly notify the other Party of the claim and cooperate with the other Party in defending the claim. The indemnifying Party has full control and authority over the defense, except that: (i) any settlement requiring the Party seeking indemnification to admit liability or to pay any money will require that Party's prior written consent, such consent not to be unreasonably withheld or delayed; and (ii) the other Party may join in the defense with its own counsel at its own expense. THE INDEMNITIES ABOVE ARE THE ONLY REMEDY UNDER THIS AGREEMENT FOR VIOLATION OF A THIRD PARTY'S INTELLECTUAL PROPERTY RIGHTS.

10. **Limitation of Liability.**

a. **Limitation on Indirect Liability.** NEITHER PARTY WILL BE LIABLE UNDER THIS ORDER FORM FOR LOST REVENUES OR INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES, EVEN IF THE PARTY KNEW OR SHOULD HAVE KNOWN THAT SUCH DAMAGES WERE POSSIBLE AND EVEN IF DIRECT DAMAGES DO NOT SATISFY A REMEDY.

b. **Limitation on Amount of Liability.** NEITHER PARTY MAY BE HELD LIABLE UNDER THIS ORDER FORM FOR MORE THAN THE AMOUNT PAID OR PAYABLE BY ORGANIZATION TO COURSERA FOR THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE DATE A CLAIM ALLEGING LIABILITY UNDER THIS SECTION IS RAISED BY EITHER PARTY.

c. **Exceptions to Limitations.** These limitations of liability do not apply to Organization's payment obligations, breaches of confidentiality obligations, violations of a Party's intellectual property rights by the other Party, or indemnification obligations.

11. **Miscellaneous.**

a. **Notices.** All notices must be in writing and addressed to the attention of the other Party's legal department. The contact for Coursera shall be: 2440 West El Camino Real, Suite 500, Mountain View, CA 94040, Attn: Legal. The address for Organization shall be either Organization's billing information in the Order Form or another address provided by written notice stating the party's intention to change the notice address. Notice will be deemed given: (i) when verified by written receipt if sent by personal or overnight courier, when received if sent by mail without verification of receipt, or within five business days of posting if sent by registered or certified post; or (ii) when verified by automated receipt or electronic logs if sent by facsimile or by email to the fax number or email address, as applicable, explicitly provided by one Party to the other Party for this purpose, provided that if a notice is sent by email to Coursera, a copy must also be sent to legal-notices@coursera.org.

b. **Assignment.** Neither Party may assign or transfer any part of this Order

Form without the written consent of the other Party, except to an affiliate, but only if: (a) the assignee agrees in writing to be bound by the terms of this Order Form; and (b) the assigning Party remains liable for obligations incurred under the Order Form prior to the assignment. Any other attempt to transfer or assign is void.

c. Force Majeure. Neither Party will be liable for inadequate performance to the extent such party's (the "Impacted Party") inadequate performance is caused by a condition (for example, natural disaster, act of war or terrorism, riot, labor condition, governmental action, and Internet disturbance) that was beyond the Impacted Party's reasonable control ("Force Majeure Event"). The Impacted Party shall give notice within five (5) days of the Force Majeure Event to the other party, stating the period of time the occurrence is expected to continue. The Impacted Party shall use diligent efforts to end the inadequate performance and ensure the effects of such Force Majeure Event are minimized. In the event that the Impacted Party's inadequate performance remains uncured for a period of thirty (30) consecutive days following written notice given by it under this section, the other party may thereafter terminate this Agreement upon ten (10) days written notice. For the avoidance of doubt, payment obligations may be delayed by a Force Majeure event, but not excused.

d. No Waiver. Failure to enforce any provision of this Order Form will not constitute a waiver.

e. Severability. If any provision of this Order Form is found unenforceable, it and any related provisions will be interpreted to best accomplish the unenforceable provision's essential purpose, and the remainder of this Order Form will continue in full force and effect.

f. No Agency. The parties are independent contractors, and this Order Form does not create an agency, partnership, or joint venture.

g. No Third-Party Beneficiaries. There are no third-party beneficiaries to this Order Form.

h. Equitable Relief. Nothing in this Order Form will limit either Party's ability

to seek equitable relief.

i. Governing Law. This Order Form is governed by California law, excluding that state's choice of law rules. FOR ANY DISPUTE RELATING TO THIS ORDER FORM, THE PARTIES CONSENT TO PERSONAL JURISDICTION IN, AND THE EXCLUSIVE VENUE OF, THE COURTS IN SANTA CLARA COUNTY, CALIFORNIA.

j. Attorney Fees. Should either Party initiate a legal proceeding to resolve a dispute in the interpretation or enforceability of this Order Form, the prevailing party, as determined in any final judgment or award, shall be entitled to recover its reasonable attorney's fees and costs incurred in connection with such proceeding from the non-prevailing party. The provisions of this section shall survive termination or expiration of the Order Form.

k. Amendments. Any amendment must be in writing and expressly state that it is amending this Order Form. The enforceability, terms and conditions of this Agreement shall not be affected, amended or superseded by the issuance or acceptance of a purchase order delivered for the Services that are the subject of this Agreement. Any terms and conditions attached to a purchase order subsequently exchanged between the Parties for the Services shall have no effect.

l. Survival. Those provisions that by their nature should survive termination of this Order Form, will survive termination of this Order Form.

m. Entire Order Form. This Order Form, and all documents referenced herein, is the parties' entire agreement relating to its subject and supersedes any prior or contemporaneous agreements on that subject. The terms located at a URL and referenced in this Order Form are hereby incorporated by this reference.

n. Counterparts. The parties may enter into this Order Form in counterparts, including facsimile, PDF, or other electronic copies, which taken together will constitute one instrument.

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Statement of Work Implementation Workflow & License Start Date

IMPORTANT: The License Start Date listed in the Order Form will be strictly adhered to.

This document provides the expectations and requirements in order to assist the parties in properly preparing for the License Start Date.

On the License Start Date, Coursera shall have:

- i. At least set up Organization's Coursera portal; and
- ii. At least set up 1 learning program with access to Coursera content.

Between the Effective Date and License Start Date, in order to ready Organization's Coursera platform, Organization shall:

- i. Provide Coursera with sufficient access to their:
 - a. **Executive Sponsor** to act as a point of escalation;
 - b. **Business Owner** responsible for all commercial conversations;
 - c. **Technical Lead** for technical assistance during implementation; and
 - d. **Project Manager** to deliver all relevant information to Coursera; and
 - e. **Academic Head (Dean of Academics / HODs)** to finalize academic integration use case during implementation (Coursera for Campus customers only)
- ii. Provide Coursera with reasonable assistance, cooperation, information and data necessary to ready Organization's Coursera portal and typically including:
 - a. At least the number of learner emails to match the number of licences purchased or details of email domains to be pre-approved for access;
 - b. Information on the courses to be configured in Organization's learning programme(s);
 - c. Engagement from the people aligned to the Organization's roles listed above, as well as the first name, last name, and email address of the administrator, to ensure the timely completion of required actions from both parties; and
 - d. Other information pertinent to the successful configuration and launch of Organization's Coursera portal.

Please note that if Organization does not provide the access and assistance listed above, Organization's Coursera portal may use a standard configuration and the License Start Date shall not change.