



CAREER SELF-DISCOVERY FRAMEWORK™

Helping Individuals Discover. Clarify. Connect. Act.

PILOT EVALUATION & CONFIDENTIALITY AGREEMENT

This Pilot Evaluation & Confidentiality Agreement ("Agreement") is entered into between Susan Todd Career Consulting, LLC ("Framework Provider") and _____ ("Participating Organization") for the limited purpose of evaluating the Career Self-Discovery Framework during a defined pilot evaluation period.

1. PURPOSE OF THE PILOT

The purpose of this Agreement is to allow the Participating Organization to evaluate the Career Self-Discovery Framework, related materials, and associated implementation processes for potential future organizational use.

Participation in this pilot does not constitute:

- a purchase agreement,
- ownership transfer,
- institutional partnership,
- or guarantee continued access following the pilot period.

2. CONFIDENTIAL & PROPRIETARY MATERIALS

The Career Self-Discovery Framework and all related materials provided during the pilot period are proprietary and confidential materials belonging exclusively to Susan Todd Career Consulting, LLC.

This includes, but is not limited to:

- assessment materials
- facilitator guides
- onboarding materials
- interpretive methodologies
- prompts and workflows
- training materials
- implementation structures
- analyses and reporting formats
- keyword cluster methodology
- educational framework concepts
- supporting documentation and processes

3. AUTHORIZED USE

Pilot access is limited solely to the Participating Organization and approved authorized users participating in the pilot evaluation process.

Framework materials, access links, workflows, assessments, and implementation materials may not be:

- shared
- distributed
- copied
- reproduced
- uploaded
- or provided to individuals or departments outside the authorized pilot participants without prior written permission from the Framework Provider.

Each individual who will access the Career Self-Discovery Framework, including through a shared access link, must be identified as an Authorized Participant and sign this Agreement prior to receiving or using the framework. Authorization is granted to individuals, not simply to an organization or department.

Additional Authorized Participants may be added during the pilot period by completing and signing an updated Authorized Participant page and receiving approval from the Framework Provider.

4. PILOT EVALUATION PERIOD

The pilot evaluation period is intended as a temporary evaluation opportunity for approximately three weeks unless otherwise agreed upon in writing by both parties.

PILOT EVALUATION PERIOD

Pilot Start Date: _____

Pilot End Date: _____

At the conclusion of the pilot period:

- pilot access will be discontinued,
- evaluation discussions may occur, and
- any future implementation, subscription, licensing, or expanded institutional usage would require separate agreements.

5. CONFIDENTIALITY & NON-DISCLOSURE

The Participating Organization agrees to maintain confidentiality regarding the proprietary framework materials, methodologies, implementation structures, prompts, workflows, and related processes shared during the pilot.

The Participating Organization agrees not to:

- publicly distribute materials
- reproduce framework structures
- train external individuals using the materials
- recreate derivative systems based upon the framework
- or share access outside the authorized participants without written permission from the Framework Provider.

6. OWNERSHIP

All framework materials, methodologies, structures, processes, educational concepts, and related intellectual property remain the sole property of Susan Todd Career Consulting, LLC.

Nothing within this Agreement transfers:

- ownership rights
- licensing rights
- reproduction rights
- resale rights
- institutional control of the framework materials

7. ORGANIZATION ACKNOWLEDGMENT

By signing below, the Participating Organization acknowledges awareness that the Career Self-Discovery Framework pilot will be utilized within the organization during the evaluation period and agrees to the confidentiality and limited-use terms outlined in this Agreement.

The Participating Organization further acknowledges that only the authorized pilot participants identified below may access or utilize the framework materials during the pilot period.

8. NO GUARANTEE OF OUTCOMES

The Career Self-Discovery Framework is designed as a reflective and exploratory educational tool intended to support career exploration, advising conversations, and developmental reflection.

Susan Todd Career Consulting, LLC does not guarantee educational, employment, advising, institutional, or student outcomes resulting from pilot participation or future usage.



9. AUTHORIZED PILOT PARTICIPANTS

Each individual who will access or use the Career Self-Discovery Framework during the pilot period must be identified below, sign this Agreement, and be approved by the Framework Provider before access is granted.

The Participating Organization Representative certifies that each Authorized Participant listed below has been approved to participate in the pilot evaluation and agrees to abide by the terms of this Agreement.

Name	Title / Role	Organization	Department (Optional)	Email	Signature	Date
Organization Representative (Primary Contact)						
Authorized Participant						
Authorized Participant						
Authorized Participant						
Authorized Participant						
Authorized Participant						
Additional participants attached						

10. FRAMEWORK PROVIDER AUTHORIZATION

Susan Todd Career Consulting, LLC Authorized Signature	Title: _____ Date: _____
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