# TCS iON Digital Learning Hub Cookie Policy

TCS iON uses cookies (small text files placed on your device) and similar technologies to give you a better user experience and to help collect data. The text in a cookie often consists of a string of numbers and letters that uniquely identifies your computer, but it can contain other information as well. Our Use of Cookies and Similar Technologies. TCS iON uses cookies and similar technologies for several purposes, which may include:

- Storing your Preferences and Settings. Settings that enable our website to operate correctly or that maintain your preferences over time may be stored on your device.
- Sign-in and Authentication. When you sign into our website using your credentials, we store a unique ID number, and the time you signed in, in an encrypted cookie on your device. This cookie allows you to move from page to page within the site without having to sign in again on each page. You can also save your sign-in information so you do not have to sign in each time you return to the site.
- Security. We use cookies to detect fraud and abuse of our websites and services. Social Media. Some of our websites include social media cookies, including those that enable users who are logged in to the social media service to share content via that service.
- Analytics. In order to provide our website efficiently, we use cookies and other identifiers to gather usage and performance data. For example, we use cookies to count the number of unique visitors to a web page or service and to develop other statistics about the operations of our website. This includes cookies from TCS iON and from third-party analytics providers.
- Performance. TCS iON uses cookies for load balancing to ensure that websites remain up and running. In addition to the cookies TCS iON sets when you visit our websites, third parties may also set cookies when you visit TCS iON sites. In some cases, that is because we have hired the third party to provide services on our behalf, such as site analytics. In particular, we use cookies from Google Analytics (read Google's privacy policy) for website analytics and metrics, Akamai (read Akamai's privacy policy) for website security; if you want to know more about these services use cookies and personal data, please refer to the privacy notices directly on each third party's website.

Some of the cookies we commonly use are listed below. This list is not exhaustive, but it is intended to illustrate the main reasons we typically set cookies. If you visit our Digital Learning HUB, the platform may set some or all of the following cookies:

Name	Value	Domain	Path	Expires/Max-Age	Size	HTTP	Secure	Remarks
JSESSION ID	0HkJUXBq_S8MI Ba6jy- fB91JwnnKlr_oY 2b- O4BO.i148047w	learning.tcsio nhub.uk	/dotcom	Session	59	<b>√</b>	<b>√</b>	Functional cookie
i_browser	382122771	learning.tcsio nhub.uk	/	2021-04- 25T12:38:30.760Z	18	<b>√</b>	<b>√</b>	For maintaining unique browser identification

## **How to Control Cookies**

You can set your browser:

- To allow all cookies
- To allow only 'trusted' sites to send them
- To accept only those cookies from websites you are currently using.

We recommend not to block all cookies because TCS iON Digital Learning Hub uses them to work properly.

Please read below points to find out how to manage cookies in the major browsers.

## Google Chrome:

Click on the "Menu" tab in the upper-right corner and then click on "Settings".

To block cookies:

Settings  $\rightarrow$  Click on "Advanced" to expand  $\rightarrow$  Under Privacy and Security, Click on "Content Settings"  $\rightarrow$  Click on "Cookies"  $\rightarrow$  To block cookies, Click on toggle button next to this line "Allow sites to save and read cookie data (recommended)"  $\rightarrow$  This will block the cookies.

To check cookies:

Settings  $\to$  Click on "Advanced" to expand  $\to$  Under Privacy and Security  $\to$  Click on "Content Settings"  $\to$  Click on "Cookies"  $\to$  See all cookies and site data  $\to$  Click on the website and check the cookies used in that particular site.

## Mozilla Firefox:

Click on the Menu tab in the upper-right corner  $\rightarrow$  Click on Options  $\rightarrow$  In the left side navigation, Click on Privacy and Security  $\rightarrow$  Under History, Select "Use Custom setting for history" from the Drop down  $\rightarrow$  Click on Show Cookies Buttons  $\rightarrow$  Select the file which you want to remove and then click on remove selected button.

### Internet Explorer:

Open Internet Explorer  $\rightarrow$  Click on Tools menu in the upper-right corner  $\rightarrow$  Click on Internet Options  $\rightarrow$  This will open a window with many tab  $\rightarrow$  Click on Privacy tab  $\rightarrow$  Under Settings, move the slider to the top to block all cookies or to the bottom to allow all cookies  $\rightarrow$  Then click Apply.

Open Internet Explorer  $\rightarrow$  Click on Tools menu in the upper-right corner  $\rightarrow$  Click on Internet Options  $\rightarrow$  This will open a window with many tabs  $\rightarrow$  Click on Privacy tab  $\rightarrow$  Click on Sites button  $\rightarrow$  Enter site name and then click Allow or Block button  $\rightarrow$  If user clicks block button, that website is not allowed to use cookies in IE  $\rightarrow$  Then click Apply.

### Safari:

Open Safari  $\to$  Click on Preferences from Safari menu  $\to$  Go to Privacy tab  $\to$  Click on "Remove all Website data" to remove all the stored data  $\to$  Click Remove now button from the pop-up  $\to$  Click on Details button under "Remove all Website data"  $\to$  Select the sites you want to remove the data  $\to$  Click Remove  $\to$  Click Done.

To find information relating to other browsers, visit the browser developer's website.