# **Cookie Policy of TestCollab**

This document informs Users about the technologies that help TestCollab to achieve the purposes described below. Such technologies allow the Owner to access and store information (for example by using a Cookie) or use resources (for example by running a script) on a User's device as they interact with TestCollab.

For simplicity, all such technologies are defined as "Trackers" within this document – unless there is a reason to differentiate. For example, while Cookies can be used on both web and mobile browsers, it would be inaccurate to talk about Cookies in the context of mobile apps as they are a browser-based Tracker. For this reason, within this document, the term Cookies is only used where it is specifically meant to indicate that particular type of Tracker.

Some of the purposes for which Trackers are used may also require the User's consent, depending on the applicable law. Whenever consent is given, it can be freely withdrawn at any time following the instructions provided in this document.

TestCollab uses Trackers managed directly by the Owner (so-called "first-party" Trackers) and Trackers that enable services provided by a third-party (so-called "third-party" Trackers). Unless otherwise specified within this document, third-party providers may access the Trackers managed by them.

The validity and expiration periods of Cookies and other similar Trackers may vary depending on the lifetime set by the Owner or the relevant provider. Some of them expire upon termination of the User's browsing session.

In addition to what's specified in the descriptions within each of the categories below, Users may find more precise and updated information regarding lifetime specification as well as any other relevant information — such as the presence of other Trackers — in the linked privacy policies of the respective third-party providers or by contacting the Owner.

# Activities strictly necessary for the operation of TestCollab and delivery of the Service

TestCollab uses so-called "technical" Cookies and other similar Trackers to carry out activities that are strictly necessary for the operation or delivery of the Service.

# **First-party Trackers**

# Registration and authentication provided directly by TestCollab

By registering or authenticating, Users allow TestCollab to identify them and give them access to dedicated services. The Personal Data is collected and stored for registration or identification purposes only. The Data collected are only those necessary for the provision of the service requested by the Users.

# **Direct registration (TestCollab)**

The User registers by filling out the registration form and providing the Personal Data directly to TestCollab.

Personal Data processed: billing address, company name, country, email address, first name, last name, number of employees, phone number, Tax ID, Tracker, username, VAT Number and ZIP/Postal code.

# Further information about Personal Data

# localStorage (TestCollab)

localStorage allows TestCollab to store and access data right in the User's browser with no expiration date.

Personal Data processed: Tracker.

#### sessionStorage (TestCollab)

sessionStorage allows TestCollab to store and access data right in the User's browser. Data in sessionStorage is deleted automatically when the session ends (in other words, when the browser tab is closed).

Personal Data processed: Tracker.

# Preference Cookies (TestCollab)

Preference Cookies store the User preferences detected on TestCollab in the local domain such as, for example, their timezone and region.

Personal Data processed: Tracker.

# **Third-party Trackers**

# Further information about Personal Data

# iubenda CCPA Cookie (usprivacy) (iubenda srl)

iubenda CCPA Cookie (usprivacy) is set by the iubenda Cookie Solution and stores California consumer opt-out choices in the local domain.

Personal Data processed: Tracker.

Place of processing: Italy - Privacy Policy.

# iubenda Consent Solution localStorage (iubenda srl)

iubenda ConS JS library localStorage (IUB\_DATA) temporarily stores pending data in a storage space internal to the User's browser (localStorage) until it's received by the API, then it is deleted.

Personal Data processed: Tracker.

Place of processing: Italy - Privacy Policy.

# iubenda Cookie Solution (remote consent Cookie) (iubenda srl)

Remote iubenda consent Cookie (\_iub\_cs-X) is set by the iubenda Cookie Solution and stores User preferences related to Trackers under the .iubenda.com domain.

Personal Data processed: Tracker.

Place of processing: Italy - Privacy Policy.

# **Collection of privacy-related preferences**

This type of service allows TestCollab to collect and store Users' preferences related to the collection, use, and processing of their personal information, as requested by the applicable privacy legislation.

# iubenda Privacy Controls and Cookie Solution (iubenda srl)

The iubenda Privacy Controls and Cookie Solution allows the Owner to collect and store Users' preferences related to the processing of personal information, and in particular to the use of Cookies and other Trackers on TestCollab.

Personal Data processed: Trackers.

Place of processing: Italy - Privacy Policy.

Storage duration:

- \_iub\_cs-\*: 1 year
- usprivacy: 1 year

# Spam and bots protection

This type of service analyzes the traffic of TestCollab, potentially containing Users' Personal Data, with the purpose of filtering it from unwanted parts of traffic, messages and content that are recognized as spam or protecting it from malicious bots activities.

# **Google reCAPTCHA**

Google reCAPTCHA is a SPAM protection service provided by Google LLC or by Google Ireland Limited, depending on how the Owner manages the Data processing.

The use of reCAPTCHA is subject to the Google privacy policy and terms of use.

Personal Data processed: answers to questions, clicks, keypress events, motion sensor events, mouse movements, scroll position, touch events, Trackers and Usage Data.

Place of processing: United States - Privacy Policy; Ireland - Privacy Policy.

Storage duration:

- \_GRECAPTCHA: duration of the session
- rc::a: indefinite
- rc::b: duration of the session
- rc::c: duration of the session

# Other activities involving the use of Trackers

# Experience

TestCollab uses Trackers to improve the quality of the user experience and enable interactions with external content, networks and platforms.

# Displaying content from external platforms

This type of service allows you to view content hosted on external platforms directly from the pages of TestCollab and interact with them.

This type of service might still collect web traffic data for the pages where the service is installed, even when Users do not use it.

#### Google Fonts (Google LLC)

Google Fonts is a typeface visualization service provided by Google LLC that allows TestCollab to incorporate content of this kind on its pages.

Personal Data processed: Trackers and Usage Data.

Place of processing: United States - Privacy Policy.

# Measurement

TestCollab uses Trackers to measure traffic and analyze User behavior to improve the Service.

# Analytics

The services contained in this section enable the Owner to monitor and analyze web traffic and can be used to keep track of User behavior.

#### **Google Analytics (Google LLC)**

Google Analytics is a web analysis service provided by Google LLC ("Google"). Google utilizes the Data collected to track and examine the use of TestCollab, to prepare reports on its activities and share them with other Google services. Google may use the Data collected to contextualize and personalize the ads of its own advertising network.

Personal Data processed: Tracker and Usage Data.

Place of processing: United States - Privacy Policy - Opt Out.

Storage duration:

- AMP\_TOKEN: 1 hour
- \_ga: 2 years
- \_gac\*: 3 months
- \_gat: 1 minute
- \_gid: 1 day

#### FullStory (FullStory, Inc.)

FullStory is an analytics and heat mapping service provided by FullStory, Inc.

FullStory maps how frequently Users interact with the different areas of TestCollab, allowing the Owner to draw conclusions about their interests and preferences. FullStory further allows for the recording of mapping sessions making them available for later visual playback.

Personal Data processed: Trackers and Usage Data.

Place of processing: United States - Privacy Policy - Opt out.

#### Fathom Analytics (Conva Ventures Inc.)

Fathom Analytics is an anonymized analytics service provided by Conva Ventures Inc. that gives the Owner insight into the use of TestCollab by Users without needing to identify them. Data collected is anonymized by making use of hashing techniques. Further information may be found <u>here</u> and within the service's privacy policy.

Personal Data processed: Trackers.

Place of processing: Canada - Privacy Policy.

# Marketing

TestCollab uses Trackers to deliver personalized marketing content based on User behavior and to operate, serve and track ads.

# Advertising

This type of service allows User Data to be utilized for advertising communication purposes. These communications are displayed in the form of banners and other advertisements on TestCollab, possibly based on User interests. This does not mean that all Personal Data are used for this purpose. Information and conditions of use are shown below. Some of the services listed below may use Trackers to identify Users or they may use the behavioral retargeting technique, i.e. displaying ads tailored to the User's interests and behavior, including those detected outside TestCollab. For more information, please check the privacy policies of the relevant services.

Services of this kind usually offer the possibility to opt out of such tracking. In addition to any opt-out feature offered by any of the services below, Users may learn more on how to generally opt out of interest-based advertising within the dedicated section "How to opt-out of interest-based advertising" in this document.

# Google AdSense (Google LLC)

Google AdSense is an advertising service provided by Google LLC. This service uses the "DoubleClick" Cookie, which tracks use of TestCollab and User behavior concerning ads, products and services offered. Users may decide to disable all the DoubleClick Cookies by going to: <u>Google Ad Settings</u>.

In order to understand Google's use of data, consult Google's partner policy.

Personal Data processed: Tracker and Usage Data.

Place of processing: United States - Privacy Policy - Opt Out.

Storage duration:

- AID: 2 years
- ANID: 2 years
- Conversion: 3 months
- DSID: 14 days
- FCNEC: 1 year
- FLC: 10 seconds
- FPAU: 3 months
- FPGCLAW: 3 months
- FPGCLDC: 3 months
- FPGCLGB: 3 months
- IDE: 2 years
- NID: 6 months
- RUL: 1 year
- TAID: 14 days
- \_\_\_gads: 2 years
- \_\_gsas: 2 years
- \_gac\_: 3 months
- \_gac\_gb\_: 3 months
- \_gcl\_au: 3 months
- \_gcl\_aw: 3 months
  gcl\_dc: 3 months
- \_gcl\_dc: 3 months
  gcl\_gb: 3 months
- \_gcl\_gf: 3 months
- \_gcl\_gf: 3 months
  \_gcl\_ha: 3 months
- id: 2 years

• test\_cookie: 15 minutes

#### LinkedIn Ads (LinkedIn Corporation)

LinkedIn Ads is an advertising service provided by LinkedIn Corporation.

Personal Data processed: Tracker and Usage Data.

Place of processing: United States - Privacy Policy - Opt out.

Storage duration:

- GAID: indefinite
- IDFA: indefinite
- UserMatchHistory: 1 month
- \_gcl\_\*: 3 months
- \_guid: 3 months
- aam\_uuid: 1 month
- li\_fat\_id: 1 month
- li\_giant: 7 days
- li\_sugr: 3 months
- lms\_ads: 1 month
- oribi\_cookie\_test: duration of the session
- oribi\_session: 2 hours
- oribi\_user\_guid: 7 months

#### User database management

This type of service allows the Owner to build user profiles by starting from an email address, a personal name, or other information that the User provides to TestCollab, as well as to track User activities through analytics features. This Personal Data may also be matched with publicly available information about the User (such as social networks' profiles) and used to build private profiles that the Owner can display and use for improving TestCollab.

Some of these services may also enable the sending of timed messages to the User, such as emails based on specific actions performed on TestCollab.

#### Intercom (Intercom Inc.)

Intercom is a User database management service provided by Intercom Inc. Intercom can also be used as a medium for communications, either through email, or through messages within TestCollab. Intercom Messenger may use Trackers to recognize and track Users behavior.

Personal Data processed: Data communicated while using the service, email address, Tracker, Universally unique identifier (UUID), Usage Data and various types of Data as specified in the privacy policy of the service.

Place of processing: United States - Privacy Policy.

Storage duration:

- intercom-id-\*: 10 months
- intercom-session-\*: 7 days
- intercom-test: indefinite

# How to manage preferences and provide or withdraw consent

There are various ways to manage Tracker related preferences and to provide and withdraw consent, where relevant:

Users can manage preferences related to Trackers from directly within their own device settings, for example, by preventing the use or storage of Trackers.

Additionally, whenever the use of Trackers is based on consent, Users can provide or withdraw such consent by setting their preferences within the cookie notice or by updating such preferences accordingly via the relevant consent-preferences privacy widget, if available.

It is also possible, via relevant browser or device features, to delete previously stored Trackers, including those used to remember the User's initial consent preferences.

Other Trackers in the browser's local memory may be cleared by deleting the browsing history.

With regard to any third-party Trackers, Users can manage their preferences via the related opt-out link (where provided), by using the means indicated in the third party's privacy policy, or by contacting the third party.

#### **Locating Tracker Settings**

Users can, for example, find information about how to manage Cookies in the most commonly used browsers at the following addresses:

- <u>Google Chrome</u>
- <u>Mozilla Firefox</u>
- <u>Apple Safari</u>
- <u>Microsoft Internet Explorer</u>
- <u>Microsoft Edge</u>
- Brave
- <u>Opera</u>

Users may also manage certain categories of Trackers used on mobile apps by opting out through relevant device settings such as the device advertising settings for mobile devices, or tracking settings in general (Users may open the device settings and look for the relevant setting).

#### How to opt out of interest-based advertising

Notwithstanding the above, Users may follow the instructions provided by <u>YourOnlineChoices</u> (EU and UK), the <u>Network</u> <u>Advertising Initiative</u> (US) and the <u>Digital Advertising Alliance</u> (US), <u>DAAC</u> (Canada), <u>DDAI</u> (Japan) or other similar services. Such initiatives allow Users to select their tracking preferences for most of the advertising tools. The Owner thus recommends that Users make use of these resources in addition to the information provided in this document.

The Digital Advertising Alliance offers an application called <u>AppChoices</u> that helps Users to control interest-based advertising on mobile apps.

#### Consequences of denying the use of Trackers

Users are free to decide whether or not to allow the use of Trackers. However, please note that Trackers help TestCollab to provide a better experience and advanced functionalities to Users (in line with the purposes outlined in this document). Therefore, if the User chooses to block the use of Trackers, the Owner may be unable to provide related features.

# **Owner and Data Controller**

Test Collab Software LLC, 1309 Coffeen Avenue STE 1200 Sheridan, Wyoming 82801 USA

#### Owner contact email: abhi@testcollab.com

Since the use of third-party Trackers through TestCollab cannot be fully controlled by the Owner, any specific references to thirdparty Trackers are to be considered indicative. In order to obtain complete information, Users are kindly requested to consult the privacy policies of the respective third-party services listed in this document.

Given the objective complexity surrounding tracking technologies, Users are encouraged to contact the Owner should they wish to receive any further information on the use of such technologies by TestCollab.

# **Definitions and legal references**

#### Personal Data (or Data)

Any information that directly, indirectly, or in connection with other information — including a personal identification number — allows for the identification or identifiability of a natural person.

#### **Usage Data**

Information collected automatically through TestCollab (or third-party services employed in TestCollab), which can include: the IP addresses or domain names of the computers utilized by the Users who use TestCollab, the URI addresses (Uniform Resource Identifier), the time of the request, the method utilized to submit the request to the server, the size of the file received in response, the numerical code indicating the status of the server's answer (successful outcome, error, etc.), the country of origin, the features of the browser and the operating system utilized by the User, the various time details per visit (e.g., the time spent on each page

within the Application) and the details about the path followed within the Application with special reference to the sequence of pages visited, and other parameters about the device operating system and/or the User's IT environment.

# User

The individual using TestCollab who, unless otherwise specified, coincides with the Data Subject.

#### **Data Subject**

The natural person to whom the Personal Data refers.

#### **Data Processor (or Processor)**

The natural or legal person, public authority, agency or other body which processes Personal Data on behalf of the Controller, as described in this privacy policy.

#### Data Controller (or Owner)

The natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of Personal Data, including the security measures concerning the operation and use of TestCollab. The Data Controller, unless otherwise specified, is the Owner of TestCollab.

#### **TestCollab (or this Application)**

The means by which the Personal Data of the User is collected and processed.

#### Service

The service provided by TestCollab as described in the relative terms (if available) and on this site/application.

#### **European Union (or EU)**

Unless otherwise specified, all references made within this document to the European Union include all current member states to the European Union and the European Economic Area.

#### Cookie

Cookies are Trackers consisting of small sets of data stored in the User's browser.

#### Tracker

Tracker indicates any technology - e.g Cookies, unique identifiers, web beacons, embedded scripts, e-tags and fingerprinting - that enables the tracking of Users, for example by accessing or storing information on the User's device.

#### Legal information

This privacy statement has been prepared based on provisions of multiple legislations.

This privacy policy relates solely to TestCollab, if not stated otherwise within this document.

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