

Last modified: July 22, 2020

## **TimeSolv Corporation**

### **COOKIE POLICY**

The policy of TimeSolv Corporation (“TimeSolv”) is to be transparent and open to its users about its privacy-related practices. This policy provides detailed information about how and when we use cookies. This Cookie Policy explains these technologies and, where applicable, how you can choose to control them. This Cookie Policy is part of our more comprehensive Privacy Policy and is a legally binding agreement between TimeSolv and you as a user of our Sites.

We may change this Cookie Policy at any time and will post a notice of such changes on our Sites. Please check back to review any updates to this Cookie Policy. The last modified date at the top of this page indicates when this Cookie Policy was last revised. Any changes in this Cookie Policy will become effective when we make the revised Cookie Policy available on or through the Sites.

#### **1. DOES TIMESOLV USE COOKIES?**

Yes. As described in our Privacy Policy, we use cookies and other technologies to ensure everyone who uses our Site has the best possible experience. By checking the “Accept” button on our cookie pop-up notice on our Sites, or clicking to close the cookie pop-up notice on our Sites, you agree that you have affirmatively consented to and opted-in to our use of cookies as described in this Cookie Policy. Further, by using the Sites, you agree that we can use these technologies as described in this Cookie Policy. We hope that this Cookie Policy helps you understand our use of cookies and other tracking technologies. If you have any further questions regarding this Cookie Policy or requests, please contact us at our contact information provided below in Section 8.

#### **2. WHAT IS A COOKIE?**

A cookie is a small file placed onto your device from our servers. They are widely used in order to make websites and cloud-based services work in a better, more efficient way. For example, they can recognize you and remember important information that will make your use of a website or cloud-based service more convenient (e.g., by allowing you to enter a password less frequently or remembering your user preferences).

Taken alone, cookies do not personally identify you – rather, they merely recognize your Web browser. Unless you choose to identify yourself to TimeSolv, such as filling out a web form or you have previously identified yourself to us, you remain anonymous.

#### **3. WHAT COOKIES DO WE USE?**

We use different types of cookies on our Sites to make your interaction with our Sites easy and meaningful – strictly necessary cookies, functionality cookies, analytics cookies, and advertising cookies. The Sites may include first-party cookies (i.e., cookies that send data directly to TimeSolv and agents and contractors acting on our behalf, including cookies used to monitor, analyze, and administer the Sites) and third-party cookies (i.e., cookies that send data to our contractors for their commercial use).

We use cookies that are session-based and persistent-based. Session cookies exist only during one session. They disappear from your computer or device when you close your browser software or turn off your computer. Persistent cookies remain on your computer or device after you close your browser or turn off your computer. You can control the use of cookies at the individual browser level (see Section 5 below for instructions on how to do so), but note that if you choose to disable cookies, it may limit your use of certain features or functions on our services and websites.

We use cookies across our websites to improve their performance and enhance your user experience. Cookies are used to provide the following functions:

- ***Personalization*** – For example, your language preference is remembered.
- ***Session Management*** - To ensure that your session is routed to the correct system for the duration of your visit.
- ***Usage Tracking*** – We use cookies to provide analysis of our users’ on-going usage of the website. This allows us to adapt our website’s offerings according to our users’ interests and facilitates on-going improvements to the website.
- ***AB Testing / Multivariate Testing*** - We can display multiple versions of a page to a user to assess which generates the best user experience.
- ***Advertising*** - We can display advertising content depending on location, language, and your past browsing history.

Below we describe the different types of cookies we may use on the Sites and our purpose for using them. You have the ability to opt out and limit which cookies apply to your use of our Sites – more information on how to change your browser’s cookie settings are provided in Section 5 below.

#### **A. Necessary Cookies.**

Some cookies are essential to the operation of our services on the Sites. They are used to facilitate our log-in process, authenticate users, and enable you to navigate the Sites and to use their features. They are also used by our customer service team for in product messaging and analytics. The types of data collected are:

- session identifier

- IP address, and information generated from anonymized IP address that includes
- a computer host name
- geographic location
- time of visit
- webpage URL
- referring website
- security tokens (for authentication and information submission, like RFP forms)

Without these cookies, we may not be able to provide certain services or features, and the Sites may not perform as smoothly for you as we would like.

Because strictly necessary cookies are essential to operate our services on the Sites, if you choose to use a product on our Sites, there is no option to opt out of these cookies.

The following are the strictly necessary cookies which we use:

Third Party	Description
Google	<p>This cookie is used to distinguish between humans and bots. This is beneficial for the website, in order to make valid reports on the use of their web site.</p> <p>For more information on Google’s cookie practices, please visit:  <a href="https://policies.google.com/privacy?hl=en-US">https://policies.google.com/privacy?hl=en-US</a></p>
Cloudflare	<p>This cookie is a part of the services provided by Cloudflare - Including load-balancing, deliverance of website content and serving DNS connection for website operators.</p> <p><a href="https://www.cloudflare.com/cookie-policy/">https://www.cloudflare.com/cookie-policy/</a></p>
Playframework	<p>Preserves users states across page requests.</p> <p><a href="https://www.playframework.com/cookie">https://www.playframework.com/cookie</a></p>
Hubspot	<p>Used to detect if the website is inaccessible, in case of maintenance of content updates - The cookie allows the website to present the visitor with a notice on the issue in question.</p> <p><a href="https://legal.hubspot.com/cookie-policy">https://legal.hubspot.com/cookie-policy</a></p>

New Relic (nr-data.net)	Preserves users states across page requests. <a href="https://newrelic.com/termsandconditions/cookie-policy">https://newrelic.com/termsandconditions/cookie-policy</a>
Podbean	Used to distribute traffic to the website on several servers in order to optimise response times.  Registers which server-cluster is serving the visitor. This is used in context with load balancing, in order to optimize user experience.  <a href="https://www.podbean.com/privacy#:~:text=We%20may%20use%20both%20persistent,when%20you%20close%20your%20browser.">https://www.podbean.com/privacy#:~:text=We%20may%20use%20both%20persistent,when%20you%20close%20your%20browser.</a>
PHP	Preserves user session state across page requests.  <a href="https://www.php.net/privacy.php">https://www.php.net/privacy.php</a>
LinkedIn	Set by LinkedIn when a web page contains an embedded "Follow us" panel.  Remembers the user's selected language version of a website

## B. Preference Cookies.

In some circumstances, we may use preference cookies. Preference cookies enable a website to remember information that changes the way the website behaves or looks, like your preferred language or the region that you are in. Preference cookies allow us to remember the choices you make while browsing on the Sites, and to provide enhanced and more personalized content and features, such as customizing a certain webpage or application page, remembering if we have asked you to participate in a promotion and for other services you request, like watching a video or commenting on a blog. In order to permit your connection to the Sites, our servers receive and record information about your computer and browser, potentially including your IP address, browser type, and other software or hardware information. All of these features help us to improve your visit and assist in navigation of the Sites' features.

The following are the functionality cookies which we use:

Third Party	Description
LinkedIn	This cookie remembers the user's selected language version of a website and is set when a webpage contains an embedded "Follow us" panel.

	For more information on LinkedIn’s cookie practices, please visit:  <a href="https://www.linkedin.com/legal/privacy-policy">https://www.linkedin.com/legal/privacy-policy</a>
Hubspot Chatflow cookie	This cookie is used to recognize visitors who chat with you via the chatflows tool. If the visitor leaves your site before they are added as a contact, they will have this cookie associated with their browser.  <a href="https://legal.hubspot.com/cookie-policy">https://legal.hubspot.com/cookie-policy</a>

To manage the use of functionality cookies on our Sites, or to opt out of their use, follow the instructions in Section 5 of this Cookie Policy. Note that opting out may impact the functionality you receive when using our Sites.

### C. Statistics Cookies.

We and our service providers may use statistics cookies to collect information about your use of the Sites and enable us to improve the way they work. Statistics cookies collect information about how you use the Sites, for instance, which pages you go to most. The information allows us to see the overall patterns of usage, help us record any difficulties users may have while using the Sites and show us whether or not our advertising is effective. This information is collected anonymously

The following are the analytics cookies which we use:

Third Party	Description
Google Analytics	Google Analytics is an ad management and ad serving technology. Google Analytics places cookies on the TimeSolv Sites so that TimeSolv can record how many signups and leads originated from its marketing activity.  For information on how to reject or delete this cookie, please visit: <a href="https://tools.google.com/dlpage/gaoptout">tools.google.com/dlpage/gaoptout</a>
bam.nr-data.net	This registers the website's speed and performance. This function can be used in context with statistics and load -balancing.  For more information on bam.nr-data.net’s cookie practices, please visit: <a href="https://newrelic.com/termsandconditions/cookie-policy">https://newrelic.com/termsandconditions/cookie-policy</a>
Twitter	The cookie allows the visitor to share content from the website on to their Twitter profile.

	For more information on Twitter’s cookie practices, please visit:  <a href="https://twitter.com/en/privacy">https://twitter.com/en/privacy</a>
Podbean	Implements audio-files on the website and determines how many and who have listened to these files.  <a href="https://www.podbean.com/privacy#:~:text=We%20may%20use%20both%20persistent,when%20you%20close%20your%20browser.">https://www.podbean.com/privacy#:~:text=We%20may%20use%20both%20persistent,when%20you%20close%20your%20browser.</a>
Google Tag Manager	Used by Google Tag Manager to control the loading of a Google Analytics script tag.  <a href="https://policies.google.com/privacy?hl=en#infocollect">https://policies.google.com/privacy?hl=en#infocollect</a>

To manage the use of analytics cookies on our Sites, or to opt out of their use, follow the instructions in Section 5 of this Cookie Policy. Note that opting out may impact the functionality you receive when using our Sites.

**D. Marketing Cookies.**

We may also use cookies and similar tools to correlate your use of the Sites to personal information obtained about you. The intention is to display ads that are relevant and engaging for the individual user and thereby more valuable for publishers and third party advertisers. For example, if you have asked us to provide you information about our upcoming campaigns, our services or any promotions, we may utilize our cookie and/or clickstream data about your activities when you engage with us on the Sites. By evaluating this information, we may more clearly target the information we provide you to the specific items we think you will find interesting, based on your prior online activities and preferences.

We also use third party advertising cookies. We and our service providers may use advertising cookies to deliver ads that we believe are more relevant to you and your interests.

The following are the Marketing cookies which we use:

<b>Third Party</b>	<b>Description</b>
HubSpot	Collects information non-user preferences and/or interaction with web - campaign content. This is used on CRM -campaign -platform used by website owners for promoting events or products.

	<p>For more information on HubSpot’s cookie practices, please visit:</p> <p><a href="https://legal.hubspot.com/privacy-policy">https://legal.hubspot.com/privacy-policy</a></p>
YouTube	<p>This cookie stores the user's video player preferences using embedded YouTube video.</p> <p>For more information on YouTube’s cookie practices, please visit:</p> <p><a href="https://www.youtube.com/account_privacy">https://www.youtube.com/account_privacy</a></p> <p><a href="https://policies.google.com/technologies/types?hl=en-US">https://policies.google.com/technologies/types?hl=en-US</a></p>
Google	<p>This is used by Google AdWords to re-engage visitors that are likely to convert to customers based on the visitor's online behavior across websites.</p> <p>For more information on Google’s cookie practices, please visit:</p> <p><a href="https://policies.google.com/privacy?hl=en-US">https://policies.google.com/privacy?hl=en-US</a></p>
Facebook	<p>This is used by Facebook to deliver a series of advertisement products such as real time bidding from third party advertisers.</p> <p>Used by Facebook to deliver a series of advertisement products such as real time bidding from third party advertisers.</p> <p>For more information on Facebook’s cookie practices, please visit:</p> <p><a href="https://www.facebook.com/policy.php">https://www.facebook.com/policy.php</a></p>
Leadpages	<p>Collects information on what products the visitor has viewed and the content of the shopping-cart. This is used to increase the website's conversion rate through targeted advertisement and product promotions through emails.</p> <p>Tracks the conversion rate between the user and the advertisement banners on the website - This serves to optimise the relevance of the advertisements on the website.</p> <p><a href="https://www.leadpages.com/privacy">https://www.leadpages.com/privacy</a></p>
Atlas Solutions	<p>his domain is owned by Atlas Solutions which is in turn owned by Facebook. Atlas is an online advertising business, targeting users through tracking their web activity. From September 2014 the company re-launched under the ownership of Facebook, promising the ability to reach known users and target adverts based on profiles generated using Facebook's user data.</p> <p>The main purpose of cookies set by this host is: <b>Targeting/Advertising</b></p>

	<a href="https://www.facebook.com/policy.php">https://www.facebook.com/policy.php</a>
Podbean	Ensures that the updated counter is displayed to the user if a page is shared with the social sharing service, AddThis.  <a href="https://www.podbean.com/privacy#:~:text=We%20may%20use%20both%20persistent,when%20you%20close%20your%20browser.">https://www.podbean.com/privacy#:~:text=We%20may%20use%20both%20persistent,when%20you%20close%20your%20browser.</a>

To manage the use of advertising cookies on our Sites, or to opt out of their use, follow the instructions in Section 5 of this Cookie Policy. Note that opting out may impact the functionality you receive when using our Sites.

#### 4. HOW TO LEARN ABOUT COOKIES.

The following third party links contain additional information about cookies and other helpful information on your ability to control what cookies apply to you. Please note, however, that these links will take you to third party sites over which TimeSolv has no control:

<u>Link to Site</u>	<u>Description</u>
<a href="http://www.allaboutcookies.org/manage-cookies/index.html">www.allaboutcookies.org/manage-cookies/index.html</a>	offers comprehensive information on how to amend the settings of a wide variety of browsers, details on how to delete cookies from your computer, and more general information about cookies
<a href="http://www.aboutcookies.org">www.aboutcookies.org</a>	offers comprehensive information on how to amend the settings of a wide variety of browsers, details on how to delete cookies from your computer, and more general information about cookies
<a href="http://www.youronlinechoices.com/uk">www.youronlinechoices.com/uk</a>	offers information about third party cookies generated by advertisers and how you can turn these off by going to the Internet Advertising Bureau's ("IAB") consumer site
<a href="http://www.networkadvertising.org">www.networkadvertising.org</a>	offers a comprehensive listing of opt-outs for advertising platforms, however, note that there are many more networks listed on this site than those used by us at TimeSolv

#### 5. "DO NOT TRACK" SIGNALS.

"Do Not Track" is a concept that has been promoted by regulatory agencies such as the U.S. Federal Trade Commission ("FTC"), for the Internet industry to develop and implement a mechanism for allowing Internet users to control the tracking of their online activities across websites by using browser settings. Some Web browsers may be configured to send Do Not Track signals to websites, or users may use similar mechanisms, to indicate a user's preference



that certain web technologies not be used to track the user's online activity. The Sites do not accept or process such Do Not Track signals or similar mechanisms.

## **6. OUR PRIVACY POLICY.**

This Cookie Policy only contains information about TimeSolv's use of cookies. Please see our Privacy Policy for a detailed description of how we collect, use, and disclose information about our users.

## **7. CONTACT US.**

If you have any comments or questions about our Sites, including our use of cookies, please contact us at [privacy@timesolv.com](mailto:privacy@timesolv.com) or write to us at:

TimeSolv Corporation  
Attn: Privacy Inquiry  
3432 Denmark Avenue, # 105  
Eagan, MN 55123  
U.S.A.