

# Cookie Policy

## What are Cookies and how do we use them?

Cookies are small text files that are placed on your computer by websites that you visit or access, including 3T's own website and services. They are widely used to make websites and services function with greater efficiency, and to provide information about our users' experience during use of, or interaction with, our websites and services. Some cookies last only for the duration of your web session and expire when you exit your browser whereas other cookies may last for longer than your web session, including after you exit your browser.

For example, 3T may use the information cookies provide in the following ways:

- To recognise your computer when you visit our website
- To improve the website's usability
- To analyse the use of the website
- To track you as you navigate our website to help us understand your experience
- To remember you when you return to our website

Full details of the types of cookies and their purpose can be found below.

## What types of Cookies do we use?

**Strictly Necessary:** These cookies are required for our site to function, without them the website cannot provide the services you expect to receive.

**Performance:** These cookies are used to collect data based on how users access and navigate through the website and help 3T identify where any improvements can be made.

**Functional:** These cookies allow for better functionality of both 3T's technology as well as 3<sup>rd</sup> party services we use such as YouTube or LinkedIn.

Name	Type	Purpose	Source
hide-cookies-message	Functional	Lets 3T RPD know if you have accepted the use of cookies	3T
_ga _gid  _cfduid	Performance	Used for analytics to help us improve our understanding of how users interact with our website	Google
VISITOR_INFO1_LIVE APISID HSID LOGIN_INFO PREF SAPISID SID	Functional	Set by YouTube when visiting a page with an embedded video	YouTube

SSID VISITOR_INFO1_LIVE YSC			
NID	Functional	Used by Google to store your preferences when using their services, such as language, number of search results etc	Google
vuid player	Functional	Set by Vimeo when visiting a page with an embedded video	Vimeo

Hotjar	_hjIncludedInSample	Hotjar cookie. This session cookie is set to let Hotjar know whether that visitor is included in the sample that is used to generate funnels.	<a href="https://www.hotjar.com/legal/policies/privacy">Click here for more information about Privacy</a>  https://www.hotjar.com/legal/policies/privacy
LinkedIn	BizID UserMatchHistory Bcookie Lang lidc	Deliver personalised ads to your LinkedIn account	https://www.linkedin.com/legal/privacy-policy
CommuniGator	Wow.anonymousID Wow.schedule Wow.session Wow.utmvalues	The cookie tracks company IP's, website history and additional contact info which is provided from a variety of data sources.	<a href="https://www.communigator.co.uk/privacy-policy/">Click here for more information about Privacy</a>  https://www.communigator.co.uk/privacy-policy/

Please note that while we try to keep the above list up to date, some 3<sup>rd</sup> party services such as Google, YouTube, Vimeo etc can change and add the cookies they set at any time without strictly notifying the users of the services they provide.

## How can you control Cookies?

Most web-browsers will automatically accept cookies, unless directed otherwise by using their own inbuilt controls allowing you to delete existing cookies or block new ones from being set.

In most browsers, these controls can be found in Settings > Privacy > Cookies, but more detailed instructions can be found in the help section for your specific browser. We have however linked below these instructions for the three most common:

- **Google Chrome**
- **Internet Explorer**
- **Mozilla Firefox**

Please note that by deleting or blocking certain cookies, our website may not function as intended and in doing so any previously set preferences may be lost and will have to be recreated.

To find out more about cookies, including how to see what cookies have been set and how to remove them, please visit [www.aboutcookies.org](http://www.aboutcookies.org) or [www.allaboutcookies.org](http://www.allaboutcookies.org).