

COBWEB Use of Cookies [October 2014]

COBWEB **Services** and **Sites** use **cookies** to distinguish you from other users. We may obtain information about you, your computer and your general internet usage by using cookie files which are stored on your device. A cookie is a small file of letters and numbers that we store on your device *if you agree*. We use this information to track your movements through the Services and Site(s) and to find out how the Services and Site(s) is/are being used. Cookies are used for service resilience and session persistence and enable us:

- To estimate our audience size and usage pattern.
- To recognise you when you return to any Services and Site(s).
- To store information about your preferences, and so allow us to customise the Services and Site(s) according to your individual interests.

You may refuse to accept cookies by activating the setting on your browser which allows you to refuse the setting of cookies or explicitly by not agreeing to the form you will be presented with on first accessing the Services and Site(s). However, if you refuse COBWEB the use of cookies you may be unable to access certain parts of the Services and Site(s). Unless you have adjusted your browser setting so that it will refuse cookies or deliberately expressed non-consent to us using cookies, our system will issue cookies when you log on to use any Services and/or Site(s).

Security

We employ security measures to protect your information from access by unauthorised persons and against unlawful processing, accidental loss, destruction or damage.

Please help us keep our records updated by informing us of any changes to your e-mail address and other contact details through the COBWEB Portal site.

Changes To Our Privacy Policy

We may amend this privacy policy from time to time. If we make any substantial changes we will notify you by posting a prominent notice on the relevant Site(s).

Your Rights

You have the right to ask for a copy of the personal information about you which is held by us in our records, in return for which we are permitted to charge a small fee.



This project has received funding from the European Union's Seventh Programme for research, technological development and demonstration under grant agreement No 308513.

The Services and Site(s) may, from time to time, contain links to websites of third parties. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

Contact Us

If you have any queries concerning your personal information or any questions on our use of the information, then please contact the COBWEB consortia at cobweb@ed.ac.uk.

COBWEB Cookies Policy

Types of Cookies We Use

We use several types of cookies for a range of reasons across COBWEB services and sites. Some are essential, while others you can opt out of or block. Opting out or blocking some cookies may affect the functionality of the services and sites. We strongly advise that for optimum experience in using the services and sites that we offer, that you allow cookies to be used.

Some of the cookies we use are essential to the performance of the services and sites, while others are not. We want to be open in the way we use cookies, and to help you make informed choices about the information you provide to us and third parties when you visit our website.

What is a Cookie?

"A cookie is a small file, typically of letters and numbers, downloaded on to a device when the user accesses certain websites. Cookies are then sent back to originating website on each subsequent visit. Cookies are useful because they allow a website to recognise a user's device".

From the Information Commissioner's Office guidance on use of cookies



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Why and how we use cookies

There are broadly four reasons why a cookie might be stored on your device when visiting COBWEB services and sites:

- Cookies that make the website work properly for you and enable you to make use of the secure online services that we provide;
- Cookies that collect data about your use of the website which is then anonymised and used to help us improve our online services
- Cookies that remember your preferences and make the site easier for you to use
- Cookies that are placed by third party services we make use of to enhance the information we present online. We have no control over these third party cookies.

These cookies are placed on your device either by COBWEB or by the third parties whose services we use as part of the website.

Some cookies are retained in your browser for only as long as you visit our website, while others persist for a longer specified or unspecified period.

How to block cookies

You can restrict or block cookies which are set during your use of the website by changing your browser's settings. Additionally, on first accessing the services or sites you will be expressly asked if you wish to accept the use of cookies. Please note that some pages and functionality may not work if you completely disable cookies.

Check information in your browser's help section for specific instructions on how to manage cookies. Alternatively, websites such as "All About Cookies" provide comprehensive guidance.

[Guide to managing cookies - All About Cookies website](#)

Strictly necessary cookies

Some cookies we place on your browser ensure that COBWEB services and sites delivers you information and services securely and optimally. You must accept these cookies to be able to make use of our online systems.

Functionality cookies

Some cookies enable websites to remember choices their users make, for example,



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user name, language or text size. These cookies are known as "functionality cookies" and help to improve a user's experience of a website by providing a more personalised service.

Performance cookies

We use a number of tools that monitor visitor behaviour on our website to help us improve our information and services.

The tool we use most consistently is Google Analytics. Anonymous data about your visit is collected and amalgamated with that of other visitors so we can better understand how people use our website.

You can opt out of providing us with this information if you wish, with no impact on your experience of our website.

[Opt out of providing us with website usage data via Google Analytics](#)

Third party cookies

Some COBWEB services and sites use third party services or software, such as maps, online videos or social networking features. Many of these services may set cookies on your device.

In line with new EU regulations, we are working to change the way our website works and actively get your consent for these cookies. At present this consent process is not in place.

However, you can block or remove cookies yourself by altering the settings of your browser. Blocking these cookies is unlikely to impact on your experience of our website.

Cookies set across the COBWEB Services and Sites

Strictly necessary cookies

Some cookies we place on your browser ensure that COBWEB Services and Sites deliver you information and services securely and optimally. You must accept these cookies to be able to make use of our online systems.

Cookie	Cookie name(s)	Data stored	When does it	Description
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			expire?	
COBWEB Discovery Service	_redirect_user_idp	Redirection details	Never	Cookie where to store the settings to temporarily or persistently redirect user clients to their selected IdP
COBWEB SSO	_redirect_state	Single Sign On	Never	Stores the SSO option selected (this cookie is set to "checked" and read-only for COBWEB)
COBWEB IdP Discovery Profile	_saml_idp	Last IdP	Never	Stores last selected IdPs as specified by SAML specification (IdP Discovery Profile). Cookie used by each COBWEB Service Provider
COBWEB Service Provider	_saml_sp	Last SP	Never	Stores last selected Service Provider
COBWEB Security Context	_shibsession_<number>	Security Context	Never	Stores the session information related to the security context. Cookie used by each COBWEB Service Provider
COBWEB Session	JSESSIONID	Session ID	Never	Stores the connection session with the client. Cookie used by each COBWEB Identity Provider
COBWEB Session Security Context	_idp_session	Session Security Context	Never	Stores the session information related to

the security context.
Cookie used by each
COBWEB Identity
Provider

Performance cookies

We use a number of tools that monitor visitor behaviour on COBWEB's Services and Sites to help us improve our performance in provision of information and services. These cookies collect anonymous information on the pages visited.

Cookie	Cookie name(s)	Data stored	When does it expire?	Description
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Functionality cookies

These are cookies that are not essential, but enhance your use of our services and sites. They remember choices you make to enhance your experience of the service.

Cookie	Cookie name(s)	Data stored	When does it expire?	Description
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3rd party cookies

Third party services or software, such as maps, online videos or social networking features may set their own cookies. Many of these services may set cookies in your browser in accordance with their own privacy policies, although many can be blocked by you without impact on your experience. COBWEB has no control over these cookies.

The SSO capability provided by the COBWEB framework requires that the user client, e.g. Web Browser, enables the use of 3rd party cookies. This feature is set by default for the following Browsers: Firefox, Google Chrome and Safari

The disabling of "3rd party cookies" will result in the loss of SSO support and may cause certain applications not to function at all or only partially.

Cookie	Cookie name(s)	Data stored	When does it expire?	Description
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