

# Privacy Policy

**Updated Aug. 23<sup>rd</sup>, 2024**

We are committed to protecting your privacy. This Privacy Policy explains how ("we", "us", or "our"), Orditus LLC, collects, uses, discloses, and safeguards your information when you use our website RTutor.ai and our services (collectively, the "Services"). By accessing or using the Services, you agree to the terms of this Privacy Policy. If you do not agree with the terms of this Privacy Policy, please do not access or use the Services.

## **1. Information We Collect**

### **1.1 Personal Information**

We may collect personal information that you provide directly to us when using our Services or communicating with us. This information may include:

Name

Email address

Company name

### **1.2 Usage Information**

We may collect information from third parties that your browser sends whenever you visit our website or use our Services. This data may include:

browser type,

browser version,

pages of our Service that you visit,

city of user,

time and date of your visit,

time spent on those pages,

other diagnostic data.

We do not collect IP addresses or demographic data.

### **1.3 Upload Information and Prompts**

When you upload data to our Services, it is stored temporarily for the duration of your session. Once your session ends or you close your browser, all uploaded data is automatically deleted. We do not track or store any of the data you upload.

By default, 5 randomly selected rows from your uploaded data is sent to the selected language learning model to increase results accuracy. However, you may opt out of this using the bottom leftmost settings option in the "Settings" tab. We do not store or track this data, it is deleted when you reset your session. It is solely used to send to the selected LLM.

We do collect data structure information and the prompts you send while using our Services. If you prefer not to share this information, you can opt out through the settings in the "Settings" tab.

Additionally, column names and data type information from your uploaded data are sent to the selected language learning model to improve the functionality of the Services. This includes category names of all factor variables within your uploaded data.

## **2. How We Collect This Data**

To collect data structure information and prompts, we utilize Google Analytics and an SQL database. Google Analytics helps us track and analyze user interactions with our Services, providing insights into how data is structured, and which prompts are most commonly used. This information is collected in real-time and stored securely in our SQLite database. The SQLite database allows us to manage and retrieve this data efficiently, ensuring that it is used to improve the quality and functionality of our Services.

## **3. Why We Collect This Data**

We may use information from users for the following purposes:

to operate and improve the Services by providing you with more effective customer service

to perform research and analysis aimed at improving the Services, or other products and technologies of Orditus LLC

to diagnose or fix problems with the Services

to communicate with you, especially through the sending of emails, information on technical Service issues, security announcements, information of new Services available,

legal notices, response to your requests, or other information that we think might be relevant to you

to protect against harm to the rights, property or safety of Oreditus LLC, our users, yourself or the public

to enforce any terms of use, including investigations of potential violations of the terms

to comply with any law, regulation, legal process or governmental requests

#### **4. How We Use This Data**

Oreditus LLC will use the information collected from you to pursue legitimate interests such as legal or regulatory compliance, security control, business operations, scientific research, or any other interest reasonably held as legitimate.

#### **5. Sharing This Data**

We will not lease, sell, or rent your personal, usage, or upload information except in the following instances described in this policy.

##### **5.1 Third Party Service Providers**

We may occasionally hire other companies to provide limited services on our behalf, such as providing customer support, hosting websites, or performing statistical analysis of our Services. Those companies will be allowed to obtain only the information they need to deliver the relevant service. They will be required to maintain the confidentiality of the information and are prohibited from using it for any other purpose.

Third Party Service Providers:

Google Analytics

SQLite

AWS

##### **5.2 With your Consent**

At any time during your use of our Services, or upon explicit request from us, you may consent to the disclosure of your information.

##### **5.3 For Security and Safety Purposes**

In the event of any fraud, security threats or incidents, we reserve the right to disclose your information without your consent for the purposes of maintaining security on our website and for our users and addressing fraud or security issues. We reserve the right to disclose your information without your consent for the purpose of protecting against harm to the rights, property or safety of Orditus LLC, our users, yourself or the public.

#### **5.4 For Legal or Regulatory Purposes**

We reserve the right to disclose your information without your consent to comply with any applicable law, regulation, legal process or governmental requests.

### **6. Opting Out of Sharing your Data**

#### **6.1 Access your Information**

You may be entitled under data protection laws to access and review personal information that Orditus LLC holds related to you. You may access, modify or delete the information we collected by controlling the content that you share or upload at any time.

Any other request should be addressed to: [ge@orditus.com](mailto:ge@orditus.com). Such inquiries should be clearly marked as data protection queries, and you should indicate if the request is time sensitive.

#### **6.2 Data retention**

We retain your Information for as long as necessary to deliver our Services, to comply with any applicable legal requirements, to maintain security and prevent incidents and, in general, to pursue our legitimate interests. If you wish to request the erasure of all your personal information that we process, you may do so by sending a written request to [ge@orditus.com](mailto:ge@orditus.com).

#### **6.3 Opting Out**

You may opt out of sending information relevant to your data uploads and prompt requests at any time by switching off the checkbox in the RTutor.ai settings.

### **7. Data Security**

All interactions with our Services occur over HTTPS which ensures that data transmitted between your device and our servers is encrypted and secure. Additionally, any data you upload during your session is stored in a temporary location and is automatically deleted

as soon as your session ends, or you close your browser. We do not retain any uploaded data after your session to safeguard your information from unauthorized access or misuse.

## **8. Children's Privacy**

RTutor is neither directed to nor structured to attract children under the age of 13 years. Accordingly, Orditus LLC does not intend to collect personal information from anyone it knows to be under 13 years of age. Orditus LLC will direct potential users under 13 years of age not to use the Services. If the Company learns that personal information of persons less than 13 years of age has been collected without verifiable parental consent, Orditus LLC will take the appropriate steps to delete this information.

To make such a request, please contact Orditus LLC at: [ge@orditus.com](mailto:ge@orditus.com).

## **9. Contact Us**

If you have questions about this policy, please email us at: [ge@orditus.com](mailto:ge@orditus.com).