



## TalaveraScience Cookies and email policy

**27 January 2018**

This document explains about the types of cookies we use in emails and the choices you have in terms of accepting or rejecting them.

TalaveraScience use cookies in our newsletter emails. They help us to understand a little bit about how you interact with our emails, and are used to improve our future email communications and gauge what is of interest to you. If you have configured your computer to automatically display images, or if you have added us to your email "address book" (or "safe senders" list), or if you have configured your computer to have "weak" security, cookies might be set at the same time as you download, open or read an email from us. If you would prefer for this not to happen, you should disable the automatic displaying of images, or remove us from your address book or strengthen your security settings.

### The types of 'cookies' used

#### Web beacons

A web beacon is a tiny, invisible image placed within an email message that tells us whether you have opened an email and how often you have opened it.

#### Link tracking

Our emails contain a number of hyperlinks, each of which has a unique tag to our Customer Relationship Management System (CRM). When you click on one of these links you will be automatically redirected to our CRM server which logs the click. From there you will be redirected to the relevant page on our website. This process enables us to understand who has clicked through from an email to visit our or our clients' websites. We use this information to tailor future messages to you.

#### Cookies

The cookies in our emails may be set when you download images or when you click on a link.

### Making choices about cookies

If you do not wish to accept our email cookies, simply close or delete the email before downloading any images or clicking on any links. You can also set your browser to restrict or reject cookies, entirely. These settings will apply to all cookies whether included on websites or emails. In some instances, depending on your email or browser settings, cookies in an email may be automatically accepted (*e.g.*, when you've added an email address to your address book or safe senders list). Please refer to your email browser, email client or device instructions for more information on this.