

# AEW UK Cookie Policy

## Setting of cookies

This website uses cookies which are small files of information, stored on your computer and enable the analysis of website use. The cookies used on our web servers are mostly session cookies which are automatically deleted from your hard drive once the browser session has come to an end. Other cookies reside on your computer system and help us to recognise your computer when you next visit our site (permanent cookies). This information is used to assess your use of the website, to compile reports about website activity for website operators and to provide other services relating to website activity and internet usage.

Cookies help to improve the website and to deliver a better and more personalised service:

- To estimate our audience size and usage pattern.
- To store information about your preferences, and so allow us to customise website according to your individual interests.
- To speed up your searches.
- To recognise you when you return to website.

You can prevent the storage of cookies by changing your browser settings, though in this case you may not be able to use all the features on our website. By using this website, you consent to the processing of data collected about you in the manner and for the purposes set out above. Information on deleting or controlling cookies is available at [www.AboutCookies.org](http://www.AboutCookies.org).

## Here is a list of the cookies on our Site and what they are used for: (as on 31 October 2018)

Name	Purpose	Expiry	Category
__utma	tracks each user's number of visits, and the time of the first, the previous, and the current visit (presumably partly for double checking).	2 years	Performance cookie
__utmb	are used to track how long you stay on a site - when a visit starts and approximately ends	30 Minutes	Performance cookie
__utmc	are used to track how long you stay on a site - when a visit starts and approximately ends. This expires quickly	End of browser session	Performance cookie
__utmz	tracks where a visitor came from (search engine, search keyword, link)	6 Month	Performance cookie
#sitename#lang	Stores Language for the Website	End of browser session	Functionality cookie
ASP.NET_SessionId	SessionId what .NET Manages for maintaining session	End of browser session	Strictly necessary cookie
.ASPXAUTH	Auth Id, which .NET assigns as a unique ID to authenticate user on each request	End of browser session	Strictly necessary cookie

_ga	Google analytics cookie. Used to distinguish users.	2 years	Performance cookie
__utmt	Google analytics cookie. Used to throttle request rate.	10 Minutes	Performance cookie
NREUM	This cookie collects the navigation start time with restricted environment	End of browser session	Performance cookie
NRAGENT	This cookie collects end users' page metrics data	End of browser session	Performance cookie
itmeid_cookie	Cookie from Mynotes	Persistent until it is deleted	Functionality cookie
cookieCollection	Cookie from Mynotes	Persistent until it is deleted	Functionality cookie
myNotesCounter	Cookie from Mynotes – 1 Note is added	Persistent until it is deleted	Functionality cookie
pdfPages	Cookie from PDF Basket – 2 Items added Separated by  .	Persistent until it is deleted	Functionality cookie
PreviewPages	Cookie from PDF Basket	Persistent until it is deleted	Functionality cookie
selectedTab	Cookie from Mynotes	Persistent until it is deleted	Functionality cookie
.ASPXFORMSAUTH	This attribute is used to specify the HTTP cookie to use for authentication.	End of browser session	Strictly necessary cookie
.ASPXROLES	Cookies used to keep track of if the visitor has any permissions on the website. Only used for logged in users	End of browser session	Strictly necessary cookie
ASP.NET_SessionId	SessionId what .NET Manages for maintaining session	End of browser session	Strictly necessary cookie
AWSELB	AWS Classic Load Balancer Cookie: Load Balancing Cookie: Used to map the session to the instance.	Removed after session with server closes	Strictly necessary cookie
AWSALB	AWS Classic Load Balancer Cookie: Load Balancing Cookie: Used to map the session to the instance.	1 Hour	Strictly necessary cookie
AWSELB	AWS Classic Load Balancer Cookie: Load Balancing Cookie: Used to map the session to the instance.	1 Day	Strictly necessary cookie
AWSALB	AWS Classic Load Balancer Cookie: Load Balancing Cookie: Used to map the session to the instance.	1 Day	Strictly necessary cookie

## Web Tracking Tool

This website uses web tracking tools to collect and save data in an anonymous form exclusively for the purposes of optimisation. This data is not used to personally identify the website user neither any personal data will be saved. The user's IP address is disguised and does not allow for any conclusions regarding the identity of the website visitor.

## Google Analytics

This website uses Google Analytics, a web analytics service provided by Google, Inc. ("Google"). Google Analytics uses "cookies", which are text files placed on your computer to help the website analyse how visitors use the site. The information generated by the cookie about your use of the website (including your IP address) will be transmitted to and stored by Google on servers in the United States. Google will use this information for the purpose of evaluating your use of the website, compiling reports on website activity for website operators and providing other services relating to website activity and internet usage. Google may also transfer this information to third parties where required to do so by law, or where such third parties process the information on Google's behalf. Google will not associate your IP address with any other data held by Google. You may refuse the use of cookies by selecting the appropriate settings on your browser, however please note that if you do this you may not be able to use the full functionality of this website. By using this website, you consent to the processing of data about you by Google in the manner and for the purposes set out above.

You can prevent Google's collection and use of data (cookies and IP address) by downloading and installing the browser plug-in available under <https://tools.google.com/dlpage/gaoptout?hl=en>.

Please note that this website initializes Google Analytics with the setting "anonymizeIp". This guarantees anonymized data collection by masking the last part of your IP address.

Further information concerning the terms and conditions of use and data privacy can be found at <http://www.google.com/analytics/terms/gb.html>

Our server automatically collects data about your server's internet address when you visit us. This information, known as an Internet Protocol address, or IP Address, is a number that's automatically assigned to your computer by your internet service provider whenever you're on the internet. When you request pages from our Site, our servers may log your IP Address and sometimes your domain name. Our server may also record the referring page that linked you to us (e.g., another website or a search engine); the pages you visit on our Site; the website you visit after our Site; the ads you see and/or click on; other information about the type of web browser, computer, platform, related software and settings you are using; any search terms you have entered on our Site or a referral site; and other web usage activity and data logged by our web servers. We use this information for internal system administration, to help diagnose problems with our server, and to administer our Site. Such information may also be used to gather broad demographic information, such as country of origin and internet service provider. Any or all of activities with regard to our Site usage information may be performed on our behalf by our services providers.

## A Guideline for users to opt-out

How to disable cookies in your browser

Here's how to prevent new cookies from being installed and how to delete existing cookies. The exact procedure depends on which browser you are using.

Internet Explorer

- To prevent new cookies from being installed and delete existing cookies: <http://windows.microsoft.com/en-GB/internet-explorer/delete-manage-cookies>

Firefox

- To prevent new cookies from being installed: <https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>
- To delete existing cookies: <https://support.mozilla.org/en-US/kb/delete-cookies-remove-info-websites-stored>

Google Chrome

- To prevent new cookies from being installed and delete existing cookies: <https://support.google.com/chrome/answer/95647?hl=en>

Safari

- To prevent new cookies from being installed and delete existing cookies: <http://help.apple.com/safari/mac/8.0/#/sfri11471>