

Engineering Intent Corporation Privacy Policy

Version 2.1, January 1, 2020

When you work with Knowledge Bridge, you have the right to demand our trustworthiness. This Privacy Policy explains how you and we will work together to protect your information while providing you options to share your work.

Knowledge Bridge is owned and operated by Engineering Intent Corporation. This privacy policy will explain how our organization uses the personal data we collect from you when you use our website.

Topics:

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What data do we collect?

Engineering Intent Corporation collects the following data which may be created by you and provided to us:

- An email address,
- a First and Last name (that you as a user chooses, but which we do not verify), and
- (Optionally) a public Screen Name
- IP Address

- Contents of Cookies
- Type of Account/Organization
- Project data needed to allow you to work with our tools
- Other data that is a reasonable person would view as relevant for the essential purposes of the tools that you use.

In essence, Engineering Intent Corporation collects the minimum personal data needed to allow you to use our services. We do not collect data intended to track you or any personal data intended for the purpose of marketing.

If you choose not to provide certain information, that is your right. However, we need certain items of information to provide services and to archive your pages. In addition, if you choose not to provide information needed for security purposes, you may be denied access to certain web pages or tools.

Engineering Intent also keeps track of the projects you create, and the projects or tools you integrate into your work. We may also collect information about apps, browsers, computers or other devices you are using to access our systems because the way we display information on those devices may be limited or optimized by device type or application.

We do not collect data on you when you are not logged into our systems. We do not collect information about you from other sources such as publicly accessible websites.

When you are logged into our systems, we may collect information about how much time you spend on specific projects, run times for generating output, the Screen Names of other account holders whom with you communicate or share content, or other information relevant to providing our services to you. We retain access logs, storage statistics, application data caches, database entries, source control information, source and binary files, user interface preferences, or other persistent information needed to provide you the services you choose to use.

We may also collect your location or IP address to track the use of our systems or to help ensure the security of our systems. We may gather statistics to enable us to improve the efficiency or performance of our systems.

How do we collect your data?

You directly provide Engineering Intent Corporation the data we collect. We collect data and process data only when you:

- Register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

Engineering Intent Corporation may also receive your data indirectly from the following sources:

- Your employer, organization, school or the like if that entity provides you an account which you use to access our tools, systems, or services.

How will we use your data?

Engineering Intent Corporation collects your data so that we can:

- Enable you to Login to our systems and save your content.
- Process your orders and manage your account.
- Associate your published work with your Screen Name.
- Improve your experience by tracking whether you have provided information or permissions in a prior session.
- Customize your interaction with our tools.
- Manage your account or subscriptions.
- Provide you support.
- Enable you to communicate with other users.
- Help you learn how to use the tools.
- Comply with legal requirements.

Engineering Intent Corporation does not share your data with any partner companies so that they may offer you their products and services.

When Engineering Intent Corporation processes your orders, it may send your data to, and also use the resulting information from, credit reference agencies to prevent fraudulent purchases. Ordinarily, we use a third-party credit card processing system, and will typically not have any credit related information or billing details in our possession.

How do we store your data?

Engineering Intent Corporation securely stores your data in an encrypted format on secure Azure servers that are behind a network firewall with limited IP addresses whitelisted for access and for which all access is limited to authenticated users (using 2-stage authentication).

Engineering Intent Corporation will keep your account and login data for the duration of your subscription plus 90 days. Once this time period has expired, we will delete your data by deleting all of your files from our servers, except for backups which are not ordinarily accessible. In the event that backups are used to restore data, data scheduled for deletion may temporarily be restored pending an update to resynchronize the deleted data and will not be included in future backups.

We encrypt your data when in transit and at rest, and employ industry standard security protocols.

We restrict access to your data to only those Engineering Intent Corporation employees, consultants, or business partners who have a legitimate business purpose for such access, and who must comply with our confidentiality and other policies.

Your data may be stored, moved, or processed on servers located in different places. These places may not be the country where you live. We apply the same data protections and privacy policies to all information regardless of country of origin.

Publishing Your Projects

If you choose to publish any of your projects or if you are a FreeEducational user, your Screen Name will be publicly displayed, and members of the public may be able to attempt to contact you through our systems. If you choose a Screen Name that is similar to your real name, your existing account names, or incorporates any clue to your identity, then your privacy may be threatened. Therefore, you are encouraged to choose a fanciful or random Screen Name to protect your identity.

Marketing

Engineering Intent Corporation would like to send you information only about products and services of ours that you either presently use, or which your company or academic institution has asked us to provide to you. We will not send you information about partner companies unless you have requested such information.

If you have agreed to receive any marketing information at all, you may always opt out at a later date provided that if you are an employee of a subscribing company or a member of an academic institution, that organization may have the right to offer your consent for such purposes.

You have the right at any time to stop Engineering Intent Corporation from contacting you for marketing purposes or giving your data to any other organization unless that organization is your employer or your academic institution.

If you no longer wish to be contacted for marketing purposes, please email us as provided below.

Development Partners

We may share non-personally identifying information based on your activity on our systems to improve our systems, or to work with partners to develop, improve, or deliver our products or integration with other company's products or systems. We do not use such information for advertising or marketing. Notwithstanding, this policy does not apply to any other company.

Other Websites

If we provide links to third party websites for any reason, your clicking to access those sites is your acknowledgement that we do not control either the content or use and privacy policy of those sites. You, therefore, are responsible for determining such sites are appropriate for your uses and that your privacy is protected.

What are your data protection rights?

Engineering Intent Corporation would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to access – You have the right to request Engineering Intent Corporation for copies of your personal data. We may charge you a small fee for this service.

The right to rectification – You have the right to request that Engineering Intent Corporation correct any information you believe is inaccurate. You also have the right to request Engineering Intent Corporation to complete the information you believe is incomplete.

The right to erasure – You have the right to request that Engineering Intent Corporation erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that Engineering Intent Corporation restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to Engineering Intent Corporation's processing of your personal data, under certain conditions.

The right to data portability – You have the right to request that Engineering Intent Corporation transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at compliance@engineeringintent.com

You may also contact at the address below.

Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology, but we do so only to directly provide services to you.

For further information, visit allaboutcookies.org.

How do we use cookies?

Engineering Intent Corporation uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in
- Understanding how you use our website
- Associating your work with your account
- Providing security to your account

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

- **Functionality** – Engineering Intent Corporation uses these cookies so that we recognize you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- **Advertising** – Engineering Intent Corporation does **not** use cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address. Engineering Intent Corporation **does not** share data with third parties for advertising purposes. We **do not** share online data collected through cookies with our advertising partners. This means that when you visit another website, you **will not** be shown advertising based on your browsing patterns on our website.

How to manage cookies

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

Privacy policies of other websites

Any Engineering Intent Corporation website may contain links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

Changes to our privacy policy

Engineering Intent Corporation keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on May 28, 2019.

How to contact us

If you have any questions about Engineering Intent Corporation's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us by email (compliance@engineeringintent.com) or at:

Privacy Manager
Engineering Intent Corporation
14 Dover Farm Road
Medfield, MA 02052
U.S.A.
(888) 662-7896

How to contact the appropriate authority

Should you wish to report a complaint or if you feel that Engineering Intent Corporation has not addressed your concern in a satisfactory manner, you may contact the organization that is appropriate for your jurisdiction.