

# Advance Privacy and Cookies Policy

Last updated: 17/03/2021

This privacy policy explains how Advanced Selling Skill Academy Ltd (Advance) uses the personal data we collect from you when you use the Sales Pipeline Simulator (SPS).

## Your Data

### What data do we collect?

SPS collects the following data:

- Your username – an email address.
- Your password, hashed.
- The date you last played.
- Any games you are currently playing.

### What is the legal basis for collecting this data?

The collection and processing of this data is necessary for SPS to run a session. By participating in an SPS session you agree that the data will be collected and processed as described in this policy.

### How do we collect your data?

You directly provide what we collect. We collect data and process data when you join a session.

### How will we use your data?

SPS collects your data so that we can:

- Operate SPS.
- Contact you during a game.
- Send you information that you have requested regarding SPS, demonstrations, practice sessions, etc.
- Display, publish and distribute results of sessions.
- Carry out statistical analysis.
- Maintain account and billing information with our customers.

## How do we store your data?

The SPS data is stored securely in the Microsoft Azure Cloud.

Advance stores account, contractual and contact information relating to its customers permanently. The data is stored securely in the Azure Cloud. It is available only to the customer and to Advance.

## What are your data protection rights?

Advance 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 ask Advance 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 Advance correct any information you believe is inaccurate. You also have the right to request Advance to complete the information you believe is incomplete.

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

**The right to object to processing** – You have the right to object to Advance processing of your personal data, 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 using one of the methods at the bottom of this page.

## Cookies

No cookies are used by SPS.

## Privacy policies of other websites

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

## Changes to our privacy policy

SPS keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on the date shown at the top of this page.

### **How to contact us**

If you have any questions about Advance's privacy policy or the data we hold on you, or you would like to exercise any of your data protection rights, please do not hesitate to contact us.

- By email: [sales@advancescotsman.com](mailto:sales@advancescotsman.com); or
- Write to us at: Advanced Selling Skills Academy Ltd, Hollygarth, Main Street, Linton, West Yorkshire, LS22 4HT, UK

### **How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that Advance has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office. Website: <https://ico.org.uk/>