

# CTI Meeting Technology Privacy Policy

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At CTI Meeting Technology (“CTI,” “we,” “us,” or “our”) we are committed to protecting your privacy. This policy describes our collection, use, disclosure, retention, and protection of your personal data.

When this Privacy Policy uses the term “personal information” or “personal data,” we mean any Data that relates to identifiable individuals, including their names, addresses, online identifiers, payment details or email addresses.

This Privacy Policy covers any personal information we obtain when you visit us, use our services, or access the features on the websites and/or one of our mobile applications (collectively, the “Sites”) that CTI owns or controls (today or in the future), including:

- [www.call4abstracts.com](http://www.call4abstracts.com)
- [www.abstract2view.com](http://www.abstract2view.com)
- [www.abstractsonline.com](http://www.abstractsonline.com)
- [cslide.ctimeetingtech.com](http://cslide.ctimeetingtech.com)
- [cpaper.ctimeetingtech.com](http://cpaper.ctimeetingtech.com)
- [cpeople.ctimeetingtech.com](http://cpeople.ctimeetingtech.com)
- [www.ctimeetingtech.com](http://www.ctimeetingtech.com)
- [www.eventspring.com](http://www.eventspring.com)

We encourage you to read the entire Privacy Policy, which consists of the sections listed below:

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## [About Us/Contact Us](#)

CTI Meeting Technologies, LLC is a corporation registered in Illinois, with the principal office located at 500 North Michigan Avenue, Suite 800, Chicago, IL 60611, USA, +1-312-644-7660, [chicago@ctimeetingtech.com](mailto:chicago@ctimeetingtech.com).

CTI Meeting Technologies, GmbH is a corporation registered in Austria, with the principal office located at Nußdorfer Strasse 20/22, 1090 Vienna, Austria, +43-1-319 69 99-0, [vienna@ctimeetingtech.com](mailto:vienna@ctimeetingtech.com).

Questions regarding our Privacy Policy may be directed to [privacy@ctimeetingtech.com](mailto:privacy@ctimeetingtech.com).

## Information We Collect

We only collect information about you if we have a reason to do so – for example, to provide our Services, to communicate with you, or to make our Services better. We collect information in three ways: when you provide information to us, automatically through using our Sites, and from third parties such as our association clients.

## Information we use as a Processor on behalf of our clients

As a provider of services, CTI may collect and process personal information on behalf of our clients who are the data controllers. As the data processors, we only process this information under instructions from our clients.

Our clients are responsible for establishing the legal bases for collecting and processing your personal data. For more information on the legal basis established by our clients, we recommend you review their Privacy Policies. If we receive a data subject request, we may point you to our customer as the controller.

## Information we use as a Controller on our own behalf

### Contact information

We collect and retain personal contact information that you submit to us when requesting information or requesting product demonstrations or responding to survey questions. This information is retained and may be used for internal marketing and sales purposes. You may opt-out of receiving additional emails by clicking on the "unsubscribe" link within the text of our emails. We will process your unsubscribe request as quickly as possible, but please be aware that you may receive additional emails while your request is processed.

### Information on your usage of the Sites

CTI has a legitimate interest to monitor usage of our sites. When you visit our Sites, our servers automatically log certain browser or device generated information, including but not limited to: your IP address, domain, browser type and version, operating system, referral source, length of visit, and page views. These logs are retained for a limited time so that we may analyze traffic to personalize your experience, identify fraudulent activity, prevent unauthorized access to or use of our sites, investigate issues if something goes wrong on our sites, and improve our sites by better understanding how users interact with our services.

Some of our sites may use Google Analytics to collect and analyze usage data. The `_anonymizeIp()` function is used by these sites to ensure IP addresses are anonymized before being processed by Google. You may opt out of Google Analytics using browser-based tools provided by Google (<https://tools.google.com/dlpage/gaoptout>).

## Sharing your data

CTI does not sell, rent or lease any personal information to third parties. We may share your information with any of our companies to fulfill our services, and on the legal bases set out in this policy.

Financial transactions relating to our sites are handled by our payment services providers. We will share transaction data with our payment services providers as necessary for processing your payments.

## Business Transfers

If we transfer a business unit (such as a subsidiary) or an asset (such as a Web site) to another company, we will require them to honor the applicable terms of this privacy policy.

## Security of your data

CTI takes commercially reasonable steps to keep your information secure against its unauthorized or unlawful processing and its accidental loss, destruction or damage. We will do our best to protect your personal information. Our sites encrypt all communications using SSL. We will maintain the confidentiality of your data. Access to your data is restricted to appropriate staff who are trained to handle your data securely. However, no method of transmission over the Internet or method of electronic storage is completely secure, and we cannot guarantee its absolute security. It is important that you protect against unauthorized access to your computer and your logins and passwords, and to be sure to sign off when you are finished using a shared computer. If you believe your account has been compromised, please contact us at [privacy@ctimeetingtech.com](mailto:privacy@ctimeetingtech.com).

## Test platforms and backup data

We may refresh our test environments with data from our production environments on a regular basis. This ensures that we test upgrades and new features planned for your improved experience in a safe environment under conditions that closely duplicate our production systems. Access to these systems and your personal data is limited to authorized employees.

We also backup data regularly to ensure our sites can be restored should we experience technical difficulty. Test and backup environments are never used for purposes other than internal operations. The test and backup environments are maintained and monitored with the same diligence as we maintain our production environments.

## European General Data Protection Regulation (GDPR)

### Your rights

If you are a European citizen or resident, you may have rights concerning your personal data, subject to any exemptions provided by the law, including the rights to:

- Request access to a copy of your personal data;
- Request correction or deletion of your personal data;
- Object to our use and processing of your personal data; and
- Request that we limit or terminate our use and processing of your personal data.

Your rights in relation to your personal data are limited in some situations. For example, if we have a legal requirement or a compelling legitimate basis we may continue to process your information. We will inform you if there are limits or exemptions that apply to any request you make. Please note, no personal information will be provided without verification.

You also have the right to make a complaint if you feel your personal data has been improperly processed or mishandled. We encourage you to come to us but, to the extent that this right applies to you, you are entitled to complain directly to the relevant supervisory authority. This can be the supervisory authority where you reside or work or the place of the alleged violation.

### Transferring your data

Some of our sites are operated in the United States, and as such, personal information may be transferred outside the European Economic Area (EEA). CTI takes appropriate safeguards with your data and only uses providers that are part of the EU-US Privacy Shield as approved by the EU data protection authorities.

### California Online Privacy Protection Act “Do Not Track” Notice

Your browser settings may allow you to automatically transmit a “Do Not Track” signal to websites and online services you visit. There is no consensus among industry participants as to what “Do Not Track” means in this context. Like many websites and online services, CTI currently does not currently alter its practices when it receives a “Do Not Track” signal from a visitor’s browser. To find out more about “Do Not Track,” you may wish to visit <https://allaboutdnt.com>.

### Cookies

Cookies are small text files which are transferred from our websites, applications or services and stored on your device. We use cookies to help us provide you with personalized service and to help make our websites, applications, and services better for you.

Our cookies may be

1. session cookies (temporary cookies that identify and track users within our websites, applications or services which are deleted when you close your browser or leave your session in the application or service) or
2. persistent cookies (cookies which enable our websites, applications or services to “remember” who you are and to remember your preferences within our websites, applications or services and which will stay for a time on your computer or device after you close your browser or leave your session in the application or service).

We use the following different types of cookies:

#### Strictly necessary cookies

These are cookies which are needed for our websites, applications or services to function properly, for example, these cookies allow you to access restricted areas of our website or to validate your status.

## Performance cookies and analytics technologies

These cookies collect information about how visitors use our websites. These cookies don't collect information that identifies a visitor or user. All information these cookies collect is aggregated and therefore anonymous. We only use these cookies to improve how our website, applications, and services work.

## Functionality cookies

These cookies allow our websites, applications, and services to remember choices you make (such as your user name, language or the region you are in) and provide enhanced, more personal features. They may also be used to provide services you have asked for. The information these cookies collect may be anonymized, and they cannot track your browsing activity on other websites.

## How to disable cookies

You may be able to configure your browser to restrict cookies or block all cookies if you wish. However, if you disable cookies, you may find this affects your ability to use certain parts of our website, applications or services. For more information about cookies and instructions on how to adjust your browser settings to accept, delete or reject cookies, see <http://www.allaboutcookies.org>.

## Children

Our sites are not intended for use by children. We do not knowingly collect the personal information of children under the age of 13. If we learn that we have inadvertently collected the personal information of a child under the age of 13, we will take appropriate steps to delete that data.

## Changes to this Policy

We may update this Privacy Policy from time to time. However, we will not reduce your rights under this Privacy Policy. We will always update this Privacy Policy on our website, so please try to read it when you visit the website (the 'last updated' date tells you when we last updated this Privacy Policy).

## Last Updated

This Privacy Policy was last updated June 7, 2018.