

Columbia University
PDFitc.org
Privacy Policy

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PDF In the Cloud is a research project of Columbia University Professor Simon Billinge. This privacy policy (“**Policy**”) describes how Trustees of Columbia University in the City of New York (“**Columbia University**,” “**we**,” “**our**” or “**us**”) use and disclose the information we obtain about you through <https://pdfitc.org> and all other websites and applications that link to this Policy (the “**Services**”), and your rights with respect to your personal information is information, or a combination of pieces of information, that could reasonably allow you to be identified. By using the Services, you consent to the processing of your information as set forth in this Privacy Policy, which is incorporated into the [Terms of Use](#).

INFORMATION WE COLLECT

Information You Provide. We collect the personal information you voluntarily provide to us when you access or use the Services, such as when you login to use the Services, use a feature on the Services, or contact us with a question, comment, or request in connection with the Services. The categories of information that you provide is based on the specific function of the Services that you access or use including, for example:

- Personal Identifiers, including first name, last name, IP address, and/or other unique identifier.
- Contact Information, including email address, phone number, academic position or title, and affiliated institution or entity.
- Commercial Information, including user account logs, records of Services provided, requested documentation, and service logs.
- Employment Information, including employer, job title, academic or research expertise or interests, and academic position or title.
- Educational Information, including information about education history or background.

Information We Receive from Third Parties. We may combine the information we collect from you with information that we receive about you from other sources, including third party authentication services. The information we receive from third parties may include personal identifiers, educational information, and academic position or title.

Information We Collect Automatically. When you access and use the Services, we and our third party service providers may collect information, including usage and technical data, automatically from your device, including, for example:

- Device Identifiers, such as IP address; and
- Internet or other electronic network activity information, such as the cookies and other device identifying technologies revealing the date and time the Services access our servers and which features of the Services you use.

ONLINE IDENTIFICATION TECHNOLOGIES

We may utilize online identification technologies, such as cookies, web beacons, or pixels in connection with the Services. Online identification technologies can be used to store registration information in an area of our site so that a user does not need to re-enter it on subsequent visits to that area. It is our intention to use these technologies to make navigation of our websites easier for visitors, to facilitate efficient registration procedures (including remembering preferences), and to better deliver tailored content to visitors.

We may also use site analytics providers which may set cookies in your browser. If you are concerned about cookies, most browsers permit individuals to decline cookies. In most cases, you may refuse or delete one or more cookies and still access our websites, but the functionality of the Services may be impaired. After you finish using the Services, you may delete site cookies from your system if you wish. If you would like more information on how to opt out of cookies, please visit: <http://optout.aboutads.info> or <http://www.youronlinechoices.eu>.

HOW WE USE YOUR PERSONAL INFORMATION

We may use your personal information for the following purposes:

- **Identification and authentication:** We use your identification information to verify your identity when you access and use our Services and to ensure the security of your personal information.
- **Operating the Services:** We process your personal information to provide the Services you have requested.
- **Improving our Services:** We analyze information about how you use our Services to provide an improved experience for users our Services, including product testing and site analytics.
- **Communicating with you:** We may use your personal information when we communicate with you, for example if we are providing information about changes to the terms and conditions or if you contact us with questions.
- **Exercising our rights:** we may use your personal information to exercise our legal rights where it is necessary to do so, for example to detect, prevent, and respond to fraud claims, intellectual property infringement claims or violations of law or our [Terms of Use](#).
- **Complying with our obligations:** we may process your personal information to, for example, carry out fraud prevention checks or comply with other legal or regulatory requirements, where this is explicitly required by law.
- **Customizing your experience:** when you use the Services, we may use your personal information to improve your experience of the Services, such as by providing interactive or personalized elements on the Services and providing you with content based on your interests.

We will process your information consistent with the consent you have provided for a stated purpose, as necessary for purposes of our legitimate interests, for performance of a contract with you or to fulfill a request you have made, or for compliance with a legal obligation. For example, we may use your personal information based on our legitimate interests in providing you with appropriate responses and to provide you with notices about our Services.

We use de-identified aggregate or anonymized information to help us analyze the use of the Services. Where permitted by law, this Policy does not limit our use or disclosure of de-identified, aggregate, pseudonymous, or anonymous information, and we reserve the right to use and disclose such information other third parties in our discretion.

HOW AND WHEN WE SHARE YOUR PERSONAL INFORMATION

We may share your personal information with third parties under the following circumstances:

- To our affiliates: we may share personal information with our affiliated entities for their own research and analytics purposes.
- To service providers and business partners: we may share your personal information with our service providers and business partners that perform third-party services for website hosting, maintenance, business operations, and identity verification. These service providers and business partners are only given access to your information to the extent necessary to process your information and/or provide the Services, and they are prohibited from using or sharing your information for any other purposes.
- To other users: certain features on the Services may allow you to display your personal information, such as your name, profile picture, device, email address, and usage information to other users for the purposes of collaboration or community building.
- Parties to a corporate transaction: in the event our assets are transferred or sold to another entity, your personal information may be transferred to the acquiring entity and/or to potential acquiring entities to the extent permitted by applicable law and we will seek your consent where required.
- To protect our interests and interests of others: we may disclose your personal information as is necessary to identify, contact, or bring legal action against a person or entity who may be violating our Terms of Use, or who may be causing harm to, or interfering with, other users of the Services.
- Where required by law: we may share your personal information with law enforcement agencies, courts, other government authorities or other third parties where we believe necessary to comply with a legal or regulatory obligation, or otherwise to protect our rights or the rights of any third party.

YOUR CHOICES

Your preferences about how we use your information are important to us and, when possible, we aim to honor them. We encourage you to contact us at the contact information set forth below to update or correct your information if it changes or if the personal information we hold about you is inaccurate. Please note that we may require additional information from you in order to honor your requests.

Data Subject Rights

You have certain rights regarding the personal information we hold about you, subject to local law. These may include the right to access, correct, delete, restrict or object to our use of, or receive a portable copy in a usable electronic format of your personal information. You also may have a right to lodge a complaint with your local data protection or privacy regulator.

If you would like to discuss or exercise these rights, please contact us at the details below. We encourage you to contact us to update or correct your information if it changes or if the personal information we hold about you is inaccurate. Where you have provided your consent to any use of your personal information, you can withdraw this consent at any time. Please note that we may require additional information from you in order to honor your requests.

INTERNATIONAL DATA TRANSFER

By accessing or using the Services, please be advised that any information collected through the Service will be processed in and subject to the laws of the United States and may be transferred to other jurisdictions; and that by using our Services or submitting information, you explicitly authorize its processing in the United States and subsequent transfers outside the United States. As such, your personal information may be transferred to, stored and processed in various countries, which, if you are not located in the United States, may not provide the same level of protection for your personal information as your home country. To the extent necessary, we have put in place appropriate safeguards in accordance with applicable legal requirements to ensure that your data is adequately protected. For more information on the appropriate safeguards in place, please contact us at the details below.

CHILDREN'S INFORMATION

The Services are not directed at or intended for use by children. We do not knowingly collect or maintain personal information from anyone under the age of eighteen (18). If a parent or guardian becomes aware that his or her child has directly provided us with personal information, please contact us by using the contact information below.

THIRD PARTY LINKS

The Services may include links to other websites whose privacy practices may differ from our practices. If you submit personal information to any of those sites, your information is governed by their privacy policies. We encourage you to carefully read the privacy statement of any website you visit.

RETENTION

We will retain your personal information for as long as we have a relationship with you. When deciding how long to keep your personal information after our relationship with you has ended, we take into account our legal obligations, including, for example fraud prevention, dispute resolution, investigations, and enforcement our [Terms of Use](#).

SECURITY

We use appropriate security measures to protect against unauthorized access, collection, use, disclosure, copying, and disposal of your personal information. It is important to bear in mind that the Internet is not a secure means of communication. Personal information communicated through the Internet may be intercepted by other people. We cannot guarantee the security of personal information sent to us through the Services. You accept that you use the Services at your own risk.

CHANGES TO THE PRIVACY POLICY

We may modify or update this Policy from time to time. If we make any revisions that materially change the ways in which we process your personal information, we will notify you of these changes before applying them to that personal information.

CONTACT US

We are committed to working with you to obtain a fair resolution of any complaint or concern about privacy. If you have any questions or concerns about this Policy, please contact us: Prof. Simon Billinge, sb2896@columbia.edu.

For purposes of the European General Data Protection Regulation, Columbia University is the controller responsible for the personal information we collect and process. If you have questions or concerns regarding the way in which your personal information has been used, please contact gdpr-requests@columbia.edu.