



Tilly Group Limited tiLly {today i Learned} Learner Assist Microsoft 365 Teams BOT Privacy Statement

Last Updated: 12th November 2021.

Tilly Group Limited is committed to maintaining respect of each individual's right to privacy.

Scope and Acceptance of this Privacy Policy

This Privacy Notice applies to the personal data that we collect about you for the purposes of providing you with the tiLly BOT service.

By using the tiLly BOT to process Q&A and to access commissioned asset searches, providing the data referenced below, you accept the practices described in this Privacy Notice. If you do not agree to this Privacy Notice, please do not use tiLly.

Tilly Group Limited reserves the right to make changes to this Privacy Notice at any time. We encourage you to regularly review this Privacy Notice to make sure you are aware of any changes and how your personal data may be used.

What information do we collect?

We collect information from you when you engage the tiLly BOT with a question, or if you are an expert, when you respond to a question.

The information recorded as part of tiLly service engagement and provisioning is: users name, email address, question asked, answer provided, date:time of each engagement with the BOT, Asset url, Asset title, Asset description, Asset image, teams expert channel id, company azure tenant id, company name, company address, company admin contact details, company business contact details.

How do we protect your information?

In order to keep your personal data secure, Tilly Group Limited has implemented a number of security measures, including:

Secure operating environments – Tilly Group Limited stores your data in secure operating environments and is only accessible to Tilly Group Limited employees, agents and contractors on a need-to-know basis.

Prior authentication for account access – the tiLly BOT requires its registered users to verify their identity (e.g. login ID and password) before they can access and utilise the BOT. This is achieved utilising single-sign-on via your Microsoft 365 Teams tenancy, underpinned by Azure Active Directory protocols and this is aimed to prevent unauthorised accesses.

Data Retention

Tilly Group Limited will only retain your personal data for as long as it is necessary for the stated purpose, taking into account the need to provide historical analytics, provide improved and new services, and comply with legal requirements under applicable laws.



tiLly: 'today i Learned' BOT

This means that we may retain your personal data for a reasonable period after your last interaction with us. When the personal data that we collect is no longer required in this way, we destroy or delete it in a secure manner.

Do we use Cookies?

Cookies are small text files that are placed on your computer by websites /applications that you use. They are widely used in order to make applications work more efficiently.

The tiLly BOT utilises in-process session cookies when engaging the BOT, which allows the BOT to retain in-context user profiles (established from Azure Active Directory - AAD) throughout a session. A session is the entire process from asking a question, receiving Q&A and content search responses from the BOT and the ability to escalate to an 'experts' Teams channel by the BOT creating Teams chat posts.

We use AAD for authentication and we store authentication cookies. We do not use cookies to retain user profile data. Cookies are only used for authentication.

Do we use any analytics?

We record the questions you ask and the answers provided in order to facilitate engagement analytics that are available to you in order to support your learner experience improvement.

Do we disclose any personal information?

We do not sell, trade, or otherwise transfer to outside parties' information of any nature, personal or otherwise, captured as part of the tiLly engagement process.

Changes to our Privacy Policy

If we decide to change our privacy policy, we will post those changes on this page.

Contact Us

Tilly Group Limited acts as "data controller" for the personal data it processes in the framework of this privacy notice. If you have any questions or comments regarding this Privacy Notice, please contact us at tilly@tillygroup.co.uk