



## **COOKIES POLICY ON THE WEB**

### **Regarding cookies during browsing**

A cookie is a small piece of information sent by a website and stored in the user's browser, so that the website can check the user's previous activity.

### **Manage cookies**

#### **You can allow, block or delete cookies installed on your computer by configuring the browser options installed on your computer**

If you are unsure about what type and browser version you use to access the internet:  
For Windows: click on 'Help' at the top of your browser window and select the 'About' option.  
For Mac: With the browser window open, click on the Apple menu and select the 'About ...' option.

### **How to manage cookies on Windows**

#### **Google Chrome:**

1. Click the Chrome menu on the browser toolbar.
2. Select "Settings".
3. Click on "Show advanced options ..."
4. In the "Privacy" section, click the "Content Settings ..." button.
5. In the "Cookies" section, you can configure the following options: Delete cookies, block or allow cookies by default, include cookies exceptions from specific domains or websites.
6. See Google Chrome Help for more details

#### **Microsoft Internet Explorer 7.0 y 8.0:**

Click the "Tools" button and then "Internet Options".

1. Click the "Privacy" tab, and then move the slider to an intermediate position between the top and bottom ends so that they do not block or allow all cookies.
2. Click on "Sites".
3. In the "Website address" box, type the address of a website, and then click "Block" or "Allow."
4. As you type, a list of the web pages you have visited will appear. If you click on an item in the list, it will be displayed in the Address box of the website.
5. When finished, click "OK".
6. Return the slider to its original position and click "OK."
7. You can consult Windows Help for more information



#### **Mozilla Firefox:**

1. At the top of the Firefox window, click the Firefox button and select "Options".
2. Select the "Privacy" panel.
3. In "Firefox you can:" choose "Use custom settings for history".
4. Check the "Accept cookies" option to activate them, and uncheck them to deactivate them.
5. If you do not want to receive cookies from teas uncheck "Accept third party cookies".
6. You can consult Mozilla Help for more information

#### **Safari:**

1. Click "Safari" at the top of your browser window and select the 'Preferences' option.
2. Click on "Privacy".
3. In the "Block cookies" section select one of the following options as you are interested: "Advertising and third parties", "Always", or "Never".

#### **Opera:**

1. Click "Settings" at the top of the browser window and select 'Options'.
2. Then select the tab "Advanced" and in the list on the left select "Cookies".
3. Then select "Accept Cookies".
4. You have three options according to your preference: "Accept cookies"

#### **How to manage cookies on Mac:**

#### **Google Chrome:**

1. Click the Chrome menu in the browser toolbar.
2. Select "Settings".
3. Click "Show advanced options ..."
4. In the "Privacy" section, click the "Content Settings ..." button.
5. In the "Cookies" section, you can configure the following options: Delete cookies, block or allow cookies by default, include exceptions for cookies from specific domains or websites.

#### **Microsoft Internet Explorer:**

1. Click 'Explorer' at the top of your browser window and select the 'Preferences' options.
2. Scroll down until 'Cookies' appears in Received Files.
3. Select the "Never ask" option.
4. Click "OK".



#### **Mozilla Firefox:**

1. In the menu bar, click on the Firefox menu and select "Preferences ...".
2. Select the Privacy panel.
3. In "Firefox you will:" choose "Use custom settings for history".
4. Check the "Accept Cookies" option to activate them, and uncheck them to deactivate them.
5. If you do not want to receive cookies from teas uncheck "Accept third-party cookies".

#### **Safari:**

1. Click "Safari" at the top of your browser window and select the 'Preferences' option.
2. Click on "Privacy".
3. In the "Block cookies" section select one of the following options as you are interested: "Advertising and third parties", "Always", or "Never".

#### **Opera:**

1. Click "Opera" at the top of the browser window and select 'Options'.
2. Then select the "Advanced" tab and select "Cookies" from the list on the left.
3. Then select "Accept Cookies".
4. You have three options according to your preference: "Accept cookies", "Accept cookies only from the visited site" and "Never accept cookies never".