User Guide

GDPR
Cookie Consent

2018

Introduction to GDPR CookieConsent Module

The **GDPRCookieConsent Module** allows you to stay compliant with any new modification of regulations related with data protection, such as the GDPR. This module enables you to customize and adjust the look and feel of the cookie consent notice and the cookie settings, according to your website needs.

This easy to use module is set up and installed with just a few clicks. Your site visitors will always stay informed about which cookies are used in different cookie categories, allowing them the opportunity to enable or disable the specific cookies for which they do not want to give consent.

Feature Description

- Customization of the cookie consent notice (design, text, positioning, links, button descriptions)
- Set main theme color applicable to the cookie settings and the cookie consent notice.
- Set custom descriptions for the Cookie Settings Options
- Allow visitors to enable/disable specific cookies types in the Cookie Settings
- Add, Edit and Delete cookies for the specific website domain
- Support for **DNN v. 7.X** and upwards

System Requirements

The GDPR CookieConsent Module is compatible with DNN version 7.X and upwards. Other minimum requirements are to have:

- .NET framework 4.5.1
- Microsoft SQL Server 2008 R2 service pack 2

Installation

To install the GDPR CookieConsent Module to your DNN portal do the steps described below:

1. Login as Host.
2. In the left side panel, go to Settings and choose the option Extensions.
3. Click on the **Install Extension** button.
4. Upload the extension package.
5. Go through the installation wizard to finish the installation.

How to use the GDPR CookieConsent module?

After the installation is done, to activate the Module, enter in **Edit Mode**, and after that, click on the **Add Module** option in the bottom toolbar. Place the module bubble to the desired position on your selected page.
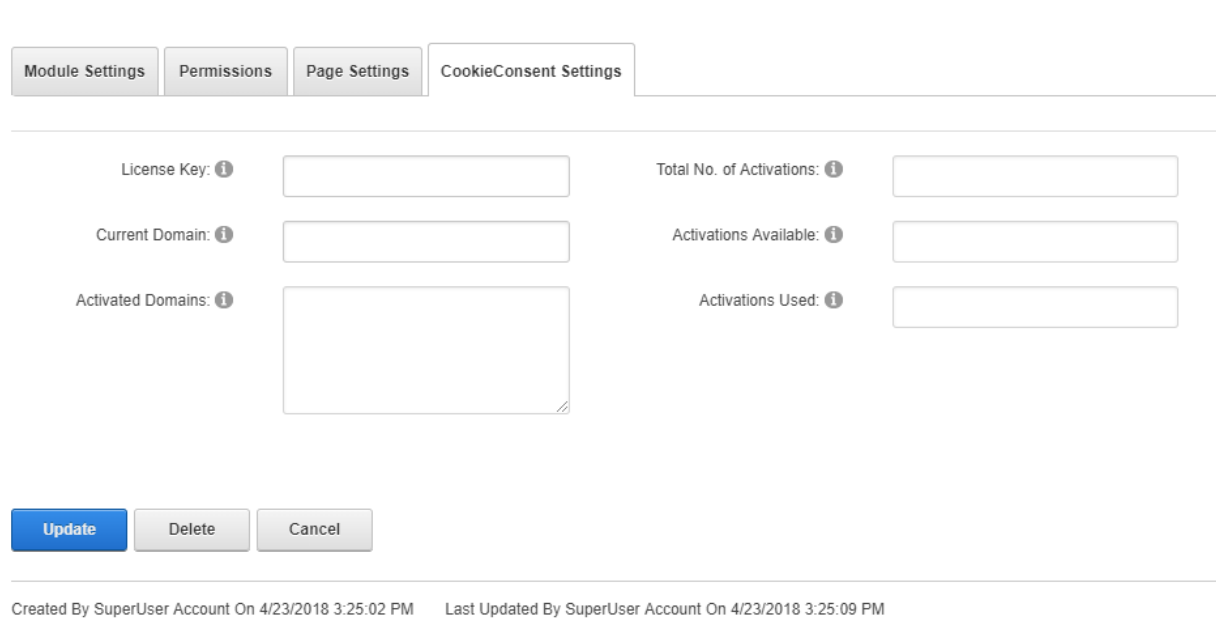
Activation

In order to activate the module the admin should do the following steps:

1. Go to the page on your website where you added the **Change Settings** option.
2. On mouse over the **Change Settings** option, click the **Settings** option from the dropdown menu.
3. Under the **CookieConsent Settinfs** option, enter the license key, that you have received once you've purchased the account.
4. Click **Update**.

To see your license and activation details, go to the Settings option by repeating steps 1 and 2. See the image below.

| Module Settings | Permissions | Page Settings | CookieConsent Settings |

License Key: ⓘ

Current Domain: ⓘ

Activated Domains: ⓘ

Total No. of Activations: ⓘ

Activations Available: ⓘ

Activations Used: ⓘ

Update   Delete   Cancel

Created By SuperUser Account On 4/23/2018 3:25:02 PM   Last Updated By SuperUser Account On 4/23/2018 3:25:09 PM
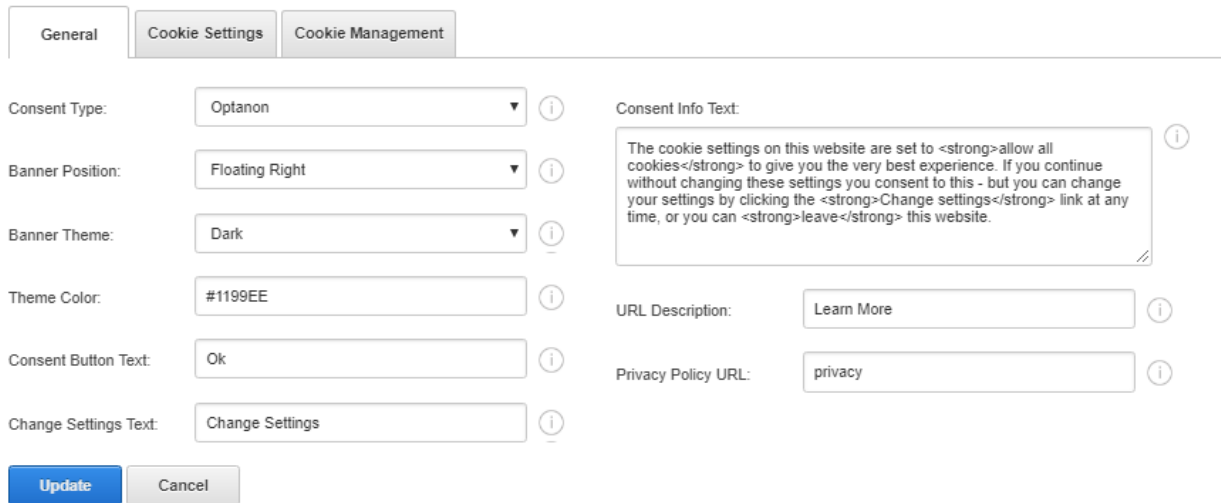
Cookie Consent Notice Settings

The **Cookie Consent Notice** applies to the banner that appears to the user the first time he/she visits a specific website. This notice, by the new GDPR Cookie-related guidelines in the Privacy Policy, should show explicit information to the website visitor about what Cookies are, and allow the user to give consent to all applied cookies or modify the Cookie Settings Options for a specific cookie type/category.

In order to customize the look of the Cookie Consent Notice and set custom descriptions regarding the notice and consent options, do the following steps:

1. Go to the page on your website where you added the **Change Settings** option.
2. On mouse over the **Change Settings** option, click the **Edit Module** option.
3. Under the **General Tab** option, change the desired options.

You can modify the following settings of the Cookie Consent Notice Banner:

- Consent Type
- Banner Position
- Consent Info Text
- Consent Button Description
- Cookie Settings Button Description
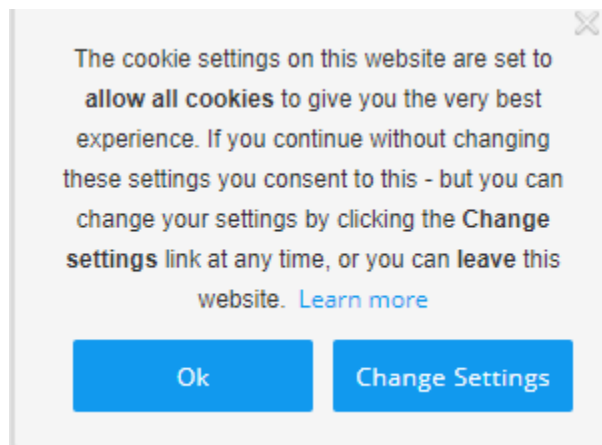- Privacy Policy URL and description

Once you apply the changes, click the **Update** button and you may get a result like in the image below.

Cookie Settings Options

The GDPR guidelines that come in effect, May 25th 2018, inform the website owners that they must give the website visitor to give consent about enabling the use of cookies on the site for his/her visit. The given consent activates all cookies types, except the strictly necessary cookies, which are always active, and the user has no power to disable them.

If the website's visitor wants to change the cookie settings, they should go the Privacy Policy and under the Cookies heading to find the option Change Settings.

Cookie Settings dialog will appear to unique visitors of the site and they will be given an option to enable/disable specific cookie types on collecting data for their website use and preferences.

Admin Cookie Settings Options

The admin of the site will be able customize the appearance of the Cookie Settings dialog and the descriptions needed for each cookies category and the Cookie Policy.

To access the cookie settings options, follow these steps:

1. Go to the page on your website where you added the **Change Settings** option.
2. On mouse over the **Change Settings** option, click the **Edit Module** option.
3. Under the **Cookie Settings Tab** option, change the descriptions for the Cookie Settings dialog.

There are descriptions for four types of Cookies and these are:

Strictly Necessary Cookies

These cookies are necessary for the website to function and cannot be switched off in our systems. They are usually only set in response to actions made by you which amount to a request for services, such as setting your privacy preferences, logging in or filling in forms.

You can set your browser to block or alert you about these cookies, but some parts of the site will not then work. These cookies do not store any personally identifiable information.

Performance Cookies

These cookies allow us to count visits and traffic sources so we can measure and improve the performance of our site. They help us to know which pages are the most and least popular and see how visitors move around the site.

All information these cookies collect is aggregated and therefore anonymous. If you do not allow these cookies we will not know when you have visited our site, and will not be able to monitor its performance.

Functional Cookies

These cookies enable the website to provide enhanced functionality and personalization. They may be set by us or by third party providers whose services we have added to our pages. If you do not allow these cookies then some or all of these services may not function properly.

Targeting/Advertising Cookies

These cookies may be set through our site by our advertising partners. They may be used by those companies to build a profile of your interests and show you relevant adverts on other sites. They do not store directly personal information, but are based on uniquely identifying your browser and internet device. If you do not allow these cookies, you will experience less targeted advertising.

How the visitor can change the Cookie Settings?

In order to enable/disable any specific cookie category the visitor should open the **Change Settings** link either in the Privacy Policy page or when giving the consent.

To enable/disable the exact cookie category the user should select the appropriate cookie category in the **Cookie Settings** dialog and **switch on or off** the toggle button in the upper right corner, like in the images below.

Cookies Management

With the GDPR CookieConsent Module for DotNetNuke, you can easily add new cookies to your website, for which you set several parameters. These parameters are:

- Cookie Name
- Cookie Type – There are several types of cookies from which you can choose, which defer from the type of data they collect and what are they intended for.
- Script/Plugin Code – the code that is used on the site in order for the cookie to be executed.
- Server Control ID – The position where the cookie will be placed in the webpage body.

To access the Cookie Management Options in the module, follow the steps below:

1. Click on the Edit option in the left toolbar.
2. Go to the Change settings option, and on mouse over select the Edit Module.
3. Select the Cookie Management tab.

Add, Edit and Delete Cookies

To **add a cookie**, specify the required data for the cookie and select the **Add** option. The cookie will appear in the Cookie List, where you will have the options to either Edit or Delete it, if necessary.