

Security Overview – Calculate in Word Add-in

Calculate in Word is a Microsoft Word Add-in that runs in a secure browser environment within Microsoft Word.

The Add-in uses a backend service to evaluate mathematical equations. Only the mathematical equations and user-configurable settings (such as the preferred decimal separator) are transmitted to the backend. This information is processed entirely in memory and is never written to disk or cached. No content from user documents is stored or retained. All communication between the Add-in and the backend is protected using TLS encryption. The backend is hosted on Microsoft Azure in the West Europe region.

For license management, the Add-in stores only a minimal set of user information in a database. This includes the Microsoft User ID and Tenant ID. If the user chooses to provide them, their name and email address are also stored. This database is hosted on Microsoft Azure in the West Europe region. Licensing information is retained only for as long as required for license management and will be removed when it is no longer required.

Authentication is based on Microsoft identity services (Microsoft Account / Microsoft Entra ID). License validation is performed using the Microsoft User ID and Tenant ID.

Technical logs may be used for operational purposes, such as error handling and performance monitoring. Logs do not contain document content or user calculations.

Component	Description
Frontend	Secure browser environment within Microsoft Word.
Backend	An Azure-hosted service responsible for processing and evaluating mathematical equations. The backend performs only the required calculations.
Communication	Encrypted using TLS.
API Layer / Endpoints	Communication between the Add-in and the backend takes place through secured API endpoints. Only the minimum required information is exchanged.
Data transmitted to the backend	Only mathematical equations and limited user-configurable settings (e.g. preferred decimal separator)
Backend data storage	No document content is stored, cached, or retained. Data is processed entirely in memory.
Authentication & Authorization	Authentication is based on Microsoft identity services (Microsoft Account / Microsoft Entra ID). License validation is performed using the Microsoft User ID and Tenant ID.
Third-party Services	External services used by the solution may include Microsoft Azure for hosting and Microsoft AppSource / Marketplace for distribution and licensing.
Licensing database	Stores only the Microsoft User ID and Tenant ID required for license management.
Optional user information	Username and email address, only if voluntarily provided by the user.
Software Updates	Updates to the Add-in are distributed through Microsoft AppSource, ensuring users receive the latest approved version.
Access Control	Access to backend systems and databases is restricted to authorized Orange Dynamite personnel only and follows the principle of least privilege.
Data Location	Application services and licensing data are hosted in Microsoft Azure West Europe.
Vulnerability Management	Security updates and updates to software dependencies are applied regularly to maintain the security of the application environment.