Clearing Cache
Step-by-Step Instructions for Web Browsers

Google Chrome:

1. Launch the Settings by clicking on the ⋮ in the upper right hand corner.
2. Click on *More Tools.*
3. Click on *Clear Browsing History.*
4. The clear browing data pop-up will open, click on *Clear Data.*

Internet Explorer:

1. Go to the *Tools* Menu and select *Internet Options.*
2. In the *Browsing History* section of the *General* tab, click the *Delete. . .* button.
3. On the *Delete Browsing History* dialog box, check the following boxes:
   a. Temporary Internet Files
   b. Cookies
4. On the *Delete Browsing History* dialog box, uncheck the folllowing box:
   a. Preserve Favorites website data
5. **Leave all other boxes unchecked and click the Delete button.**
6. Allow time for the browsing history to be deleted.
7. Return to the *General* tab on the *Internet Options* dialog box.
8. In the *Browsing History* section of the *General* tab, click the *Settings* button.
9. Make sure the *Check for newer version of stored pages* option is set to *Automatically*.
10. Click OK to close the Temporary Internet Files and History Settings window.
11. Click OK to close the Internet Options dialog box

Firefox:

1. Click on the menu button ☰ and select *Settings*.
2. Select the *Privacy & Security* panel and go to the *Cookies and Site Data* section.
3. Click the *Clear Data* button. The *Clear Data* dialog will appear.
4. With *Cached Web Content* check marked, click the *Clear* button.
5. Close the *About: Preferences* page. Any changes made will automatically be saved.

Safari:

1. From the top menu, click *Safari* and select *Preferences*.
2. In the window that displays, select the *Advanced* tab.
3. Select the *Show Develop Menu* in menu bar check box.
4. From the top menu, click *Develop* and select *Empty Caches*.

Microsoft Edge:

1. Select *Settings and more*, click *Settings*, then click *Privacy, search, and services*.
2. Under *Clear browsing data*, click *Clear browsing data now*, select *Choose what to clear*.
3. Under *Time rannge*, choose a time range from the drop-down menu.
4. Select *Cached images and files*.
5. Select *Clear now.*