

# Chrome:

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

# Internet Explorer:

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

## Firefox:

- 1. Click the menu button  $\equiv$  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**.
- 5. Close and restart browser.

## 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 range**, choose a time range from the drop-down menu.
- 4. Select Cached images and files.
- 5. Select Clear now.