## Deleting your browser cache

From time to time you may need to delete your browser cache and to close and re-open your browser. Below are the instructions for deleting your cache in Chrome, Internet Explorer and Firefox.

Chrome

🔂 🖸 😵 🚍
C Other bookmarks
Gmail Images

Click the icon in the top right-hand corner.  $^{/}$ 

						☆ 🖸	8
O Fluid Us	ser In	terface D 🛛 🖪 UOM_Instances 🛛 pt855tsec-b1215.pdf		New tab			Ctrl+T
				New window	w		Ctrl+N
				New incogn	ito windo	w Ctrl+	Shift+N
		History	Ctrl+H	History			
		Recently closed		Downloads			Ctrl+J
	-0	History	Ctrl+Shift+T	Bookmarks			
	ß	About		Zoom	- 1	.00% +	100
	ß	Query					0.1.0
	ß	Online Admission Application		Print			Ctrl+P
	BBC	Where should we look for alien life? - BBC News		Cast			Ctrl+F
	ß	http://172.16.2.150:8080/psp/cscfg/?cmd=login is not available		Find Ctrl+ More tools		Ctri+F	
	ß	External Welcome Page		More tools			
	G	Connect to Wi-Fi		Edit	Cut	Сору	Past
		No tabs from other devices		Settings			
l	_			Help			
				Exit		Ctrl+	Shift+Q
O Welc	ome t	o Google C					

Next select History then History again.

Chrome	History Search history
History	Clear browsing data Remove selected items
Extensions	
Settings	Today - Thursday, August 25, 2016
	□ 1:17 PM PeopleSoft session expired 172.16.2.150
About	□ 11:55 AM Timeout Warning. Click OK to not end the session. 172.16.2.150 -
	□ 11:37 AM Duery 172.16.2.150 -

## Now click on the **Clear browsing data** button.

Clear browsing data	×
Psst! Incognito mode (Ctrl+Shift+N) may come in handy next time.	
Obliterate the following items from: the beginning of time 🔻	
Browsing history – 56 items	
Download history	
Cookies and other site and plugin data	
Cached images and files – 19.8 MB	
Passwords	
Autofill form data	
Hosted app data	
Content licenses	
Clear browsing data Cancel	
Some settings that may reflect browsing habits will not be cleared. <u>Learn more</u>	

Select the **beginning of time** and click on **Clear browsing data**.

Now please close and reopen your browser.

Internet Explorer



Click on the cog-wheel icon in the top right-hand corner.

Internet Options	ę	23
General Security Privacy Content Connections Programs	Adva	anced
Home page		_
To create home page tabs, type each address on its o	own lin	e.
http://www.bing.com/		^
		Ŧ
Use current Use default Use n	ew tab	,
Startup		-
Start with tabs from the last session		
Start with home page		
Tabs		<u> </u>
Change how webpages are displayed in tabs.	abs	
Browsing history		- 1
Delete temporary files, history, cookies, saved passwords, and form information.	d web	
Delete browsing history on exit		
Delete Set	tings	
Appearance		
Colors Languages Fonts Acce	ssibility	y
OK Cancel	Ap	ply

Now click on the **Delete** button.

Delete Browsing History
Preserve Favorites website data Keep cookies and temporary Internet files that enable your favorite websites to retain preferences and display faster.
Temporary Internet files and website files Copies of webpages, images, and media that are saved for faster viewing.
Cookies and website data Files or databases stored on your computer by websites to save preferences or improve website performance.
History List of websites you have visited.
Download History List of files you have downloaded.
Form data Saved information that you have typed into forms.
Passwords Saved passwords that are automatically filled in when you sign in to a website you've previously visited.
Tracking Protection, ActiveX Filtering and Do Not Track A list of websites excluded from filtering, data used by Tracking Protection to detect where sites might automatically be sharing details about your visit, and exceptions to Do Not Track requests.
About deleting browsing history Delete Cancel

Next select what to delete. As a minimum check the items shown above. Then click the **Delete** button.



Next this message should be displayed at the bottom of your screen and you will have returned to the page below.

×

Internet Options	8 X
General Security Privacy Content Connections Programs	Advanced
Home page	
To create home page tabs, type each address on its	own line.
http://www.bing.com/	~
	$\overline{\mathbf{v}}$
Use current Use default Use r	new tab
Startup	
Start with tabs from the last session	
Start with home page	
Tabs	
Change how webpages are displayed in tabs.	Tabs
Browsing history	
Delete temporary files, history, cookies, saved passwords, ar form information.	nd web
Delete browsing history on exit	
Delete Se	ttings
Appearance	
Colors Languages Fonts Acce	essibility
OK Cancel	Apply

Now just click the  $\mathbf{OK}$  button and please then close and re-open your browser.

**Firefox** 



Click the icon in the top right-hand corner.



Select the **History** icon.



Select the Clear Recent History menu item.

Time range to clear:	<b></b>
▶ D <u>e</u> tails	
Clear Now	Cancel

Click the drop-down in **Time range to clear**.

Clear All History	
Time range to clear:	Everything •
	elected items will be cleared. action cannot be undone.
Details	
Browsing & Dow	nload History
🔽 Form & Search H	istory
Cookies	
🔽 Cache	
Active Logins	
📃 🔲 Offline Web Site I	Data
Site Preferences	
	Clear Now Cancel

Select **Everything** for **Time range to clear**. The **Details** section will open automatically. Ensure you make the selections shown above as a minimum. These are the defaults in any case.

Then click the **Clear Now** button.

Next please close and re-open your browser.