COMPUTER HELP

Deleting Cookies and Cache in a Browser

PURPOSE:

- How to clear cookies and cache in the popular web browsers:
 - o Google Chrome
 - o Mozilla Firefox
 - o Internet Explorer
 - o <u>Safari</u>
 - o Microsoft Edge

HOW TO CLEAR COOKIES AND CACHE:

Google Chrome

| In Google Chrome, click on the three | – 0 × |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------------|
| vertical dots in the top right corner , then select Settings from the dropdown. | 🖈 📾 🦣 🖪 💹 🛛 🕲 |
| | New tab Ctrl+T |
| | New window Ctrl+N New incognito window Ctrl+Shift+N |
| | |
| | History |
| | Downloads Ctrl+J Bookmarks |
| | |
| | Zoom – 125% + [] |
| | Print Ctrl+P |
| | Cast Find Ctrl+F |
| | More tools |
| | |
| | |
| | Settings |
| | neb . |
| | Exit |
| | |



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| When the Settings menu pops up, scroll to the bottom, and click Advanced . Under Privacy and security select Clear | Open a specific page or set of pages Advanced Privacy and security | |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|---|
| Browsing Data. | | |
| | Sync and Google services More settings that relate to privacy, security, and data collection | • |
| | Allow Chrome sign-in | |
| | By turning this off, you can sign in to Google sites like Gmail without signing in to Chrome | |
| | Send a "Do Not Track" request with your browsing traffic | |
| | Allow sites to check if you have payment methods saved | - |
| | Preload pages for faster browsing and searching Uses cookies to remember your preferences, even if you don't visit those pages | - |
| | Manage certificates Manage HTTPS/SSL certificates and settings | |
| | Site Settings Control what information websites can use and what content they can show you | Þ |
| | Clear browsing data Clear history, cookies, cache, and more | • |



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A window will pop up, click the **Advanced** tab.

Change the **Time range** to **All time** in the drop down. Then make sure you select **Cookies and other site data** and **Cached images and files**.

Then select the **Clear data** button.

| Clea | ar browsing data Basic Advanced |
|------|------------------------------------------------------------------------------------------------|
| Time | e range All time 👻 |
| | Browsing history 6,551 items (and more on synced devices) |
| | Download history 42 items |
| ~ | Cookies and other site data From 622 sites (you won't be signed out of your Google Account) |
| ~ | Cached images and files 319 MB |
| | Passwords and other sign-in data 48 passwords (synced) |
| _ | Autofill form data |
| | Cancel Clear data |



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Mozilla Firefox

| To clear cookies and cache in Mozilla Firefox, select the three horizontal lines in the top right corner. Select Options from the dropdown menu. | ☆ III\ □ ∠ Ę Sign in to Sync ⊡ New Window Ctrl+N |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| | New Private Window Ctrl+Shift+P |
| | _ |
| | Restore Previous Session |
| | Zoom – 100% + z |
| | Edit 🔀 🔁 🖆 |
| | Library > |
| | Add-ons Ctrl+Shift+A |
| | 🔅 Options |
| | 🖌 Customize |
| In the window that comes up, select Privacy | |
| & Security on the left side. | ☆ General |
| | Q Search Privacy & Security Firefox Account |



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| Under Cookies and Site Date , select the Clear Data button on the right side. | 🔆 General | Browser Privacy | |
|-------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------|
| | Q Search Forms & Passwords | | |
| | Privacy & Security | Remember logins and passwords for websites | Exceptions |
| | 2 Firefox Account | | Saved Logins |
| | | ✓ Autofill addresses Learn more | Saved Addresses |
| | | Use a master password | Change Master Password |
| | | History | |
| | | Firefox will Remember history - | |
| | | Firefox will remember your browsing, download, form and search history. | Clear History |
| | | Cookies and Site Data | |
| | | Your stored cookies, site data and cache are currently using 76.8 disk space. Learn more | 5 MB of Clear Data Manage Data |
| | | Accept cookies and site data from websites (recommended) | |
| | | Keep until they expire • | |
| | | Accept third-party cookies and site data Always Block cookies and site data (may cause websites to break) | |
| Click the Clear button on the Clear Data window that pops up. | | Clear Data | × |
| | | es and site data stored by Firefox may sign you o b content. Clearing cache data will not affect you | 255 - 255 |
| | | I Site Data (0 bytes) t signed out of websites if cleared | |
| | | o Content (76.5 MB) websites to reload images and data | |
| | | Canc | el Clear |



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Internet Explorer





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| In the window that pops up, under Browser | Internet Options ? × |
|--------------------------------------------------|--------------------------------------------------------------------------------------|
| History click the Delete button. | General Security Privacy Content Connections Programs Advanced |
| Click the OK button. | Home page |
| | To create home page tabs, type each address on its own line. |
| | |
| | Use current Use default Use 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, and web form information. |
| | Delete browsing history on exit |
| | Delete Settings |
| | Appearance |
| | Colors Languages Fonts Accessibility |
| | |
| | OK Cancel Apply |



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| In the window that pops up from there, make sure you select only Temporary Internet Files | Delete Browsing History |
|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| and Website Files and Cookies and Website Data. | Preserve Favorites website data Keep cookies and temporary Internet files that enable your favorite websites to retain preferences and display faster. |
| Click Delete. | 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. |
| | 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 |



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<u>Safari</u>





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| In the window that pops up, click Remove All in the bottom left. | C Search These websites have stored data that can be used to track your browsing. Removing the data |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| | may reduce tracking, but may also log you out of websites or change website behavior. |
| | Cache, Cookles, Local Storage |
| | Cache |
| | Cache |
| | ajax.googleapis.com |
| | Cache, Cookies, Local Storage |
| | Seche Cache |
| | Cache |
| | Remove All Done |



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Microsoft Edge

To clear the cookies and cache in Microsoft ٥ × Edge, first click the three horizontal dots in □☆ ☆ ん ビ the top right corner and select Settings. New window New InPrivate window Zoom - 100% + 1 Favorites Cast media to device Find on page Read aloud Print Pin this page to the taskbar Pin this page to Start F12 Developer Tools Open with Internet Explorer Send feedback Extensions What's new and tips Settings



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| From the menu that pops out, select Choose | Settings ->> |
|---------------------------------------------------|-----------------------------------------------------------------------------|
| what to clear. | bettings |
| | Do more with Microsoft Edge – the fast, new browser built for Windows 10 |
| | Change my default |
| | Choose a theme |
| | Light \checkmark |
| | Open Microsoft Edge with |
| | Start page \checkmark |
| | Open new tabs with |
| | Top sites and suggested content \sim |
| | Import favorites and other info |
| | Import from another browser |
| | Favorites bar |
| | Show the favorites bar |
| | Off Off |
| | Clear browsing data Choose what to clear |
| | |



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| In the next menu, only select Cookies and saved website data and Cached Data and Files, then click the Clear button. | « Clear browsing data |
|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| | Browsing history |
| | Cookies and saved website data |
| | Cached data and files |
| | Tabs I've set aside or recently closed |
| | Download history |
| | Form data |
| | Passwords |
| | Media licenses |
| | Website permissions |
| | Manage permissions |
| | Clear |



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