## How to Clear the Cache and Cookies in Your Web Browser



- 1. Click the **Tools** menu (three dotted lines in the upper-right corner).
- 2. Select **History**.

| History                                   |                   |
|---|-------------------|
| Chrome history<br>Tabs from other devices | Today - Thursday, |
| Clear browsing data                       | 10:19 AM          |
|   | 10:19 AM          |
|   | 10:19 AM          |
|   | □ 10:19 AM        |

3. Select **Clear Browsing Data** from the left-hand side. Set the **Time Range** set to **All Time**. Check-mark **Cookies and other site data** and **Cached images and files** and select **Clear Data**.

| Manage ot               | Clear browsing data |                       | ×                     |                     |   |
|-------------------------|---------------------|-----------------------|-----------------------|---------------------|---|
|                         | Ba                  | sic                   | Adva                  | nced                |   |
| Import boo              | Time range All t    | ime                   | *                     |                     | • |
| Appearance              | Browsing hi         |                       |                       |                     |   |
| Themes                  | Clears histo        | ry and autocompletion | s in the address bar. |                     |   |
| Open Chro               | Cookies and         | l other site data     |                       |                     |   |
| in second second        | Signs you of        | ut of most sites.     |                       |                     |   |
| Show home<br>http://www | Cached ima          | ges and files         |                       |                     |   |
|                         | Frees up 44         | 3 MB. Some sites may  | load more slowly on y | our next visit.     |   |
| 0                       |                     |                       |                       |                     |   |
| ۲                       |                     |                       |                       |                     | B |
| Show book               |                     |                       | CANCEL                | CLEAR DATA          | - |
| Font size               |                     |                       |                       | Medium (Recommended |   |

4. If on a Windows computer, close and re-open Chrome to save your changes. If on an Apple computer, go to the **Chrome** menu on the top menu bar and select **Quit** for the changes to take effect.