


Each time you access a file through your web browser, the browser caches (i.e., stores) it. By doing this, the browser doesn't have to newly retrieve files (including any images) from the remote website each time you click **Back** or **Forward**. **You should periodically clear the cache to allow your browser to function more efficiently.** Also, if there were changes in the page after you last visited, they won't appear on a cached page.

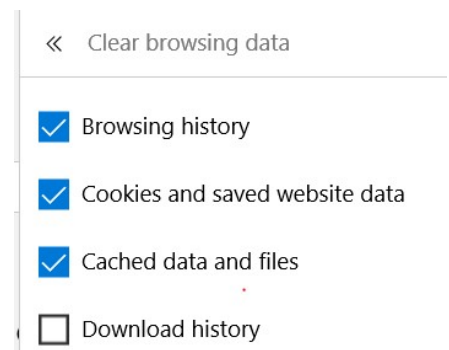
## What things are included in my history?

- **Browsing/Download History** - Browsing history is the list of sites you've visited that are shown in the History menu, the window's History list, and the Location bar auto-completes address list. Download history is the list of files you've downloaded.
- **Cookies** - Stores information about websites you visit, such as site preferences or login status.
- **Cache** - stores temporary files, such as web pages and other online media, which were previously downloaded.


To Clear History, Cookies and Cache, find your browser below:

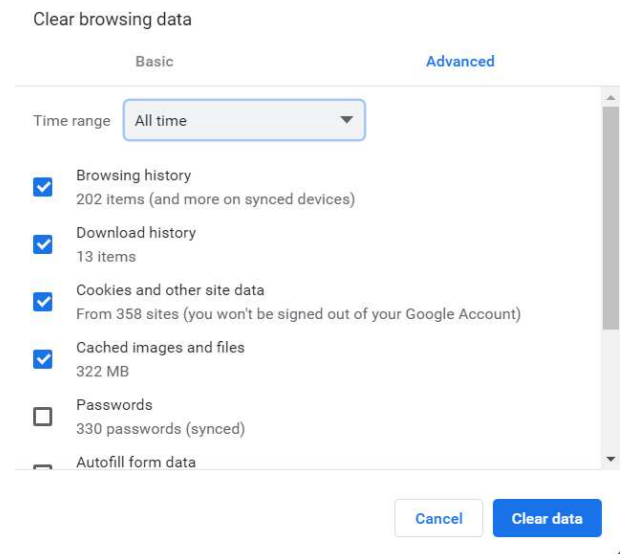
### Microsoft Edge:

1. Click the **three dots** the top right corner. 
2. Select **Settings**
3. Select **Privacy, search, and services**.
4. Under Clear browsing data, select **Choose what to clear**
  - Choose a time range from the Time range drop-down menu. (**All Time**)
  - Choose the types of data you want to clear (see the table to the right for descriptions). For example, you may want to remove browsing history and cookies but keep passwords and Autofill form data.
5. Select **Clear now**.



### Google Chrome

1. From the Chrome menu on the browser toolbar (top right), click on the **three dots** to get to the **More Tools** section and then select **Clear Browsing Data**. 
2. In the Clear Browsing Data window, **Time Range** section up top, select the amount of data you want to delete. We recommend selecting '**All time**' to clear your entire browsing history.
3. Select **Browsing history, Cookies and Other Site Data and Cached images and files**.
4. Click **Clear data**.





## Mozilla Firefox:

1. From the menu bar, up top, select **History**
2. Select **Clear Recent History**
3. In the Time range to clear - toggle to select any period you choose. **'Everything'** will clear it all.
4. Click which elements of the **History** section to clear (at least check Browsing, Cookies and Cache – all of them is fine).
5. Select **'OK.'**

Or If no menu bar up top, at the top right of Firefox, click the three lines icon and then click **History** and then **Clear Recent History** and following step 4 and 5 above.

### Clear All History

Time range to clear: Everything



All selected items will be cleared.  
This action cannot be undone.

### History

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Browsing & download history | <input checked="" type="checkbox"/> Cookies |
| <input checked="" type="checkbox"/> Active logins               | <input checked="" type="checkbox"/> Cache   |
| <input checked="" type="checkbox"/> Form & search history       |   |

### Data

- |  |   |
|--|---|
| <input type="checkbox"/> Site settings | <input type="checkbox"/> Offline website data |
|--|---|

OK

Cancel



## Safari

1. In the Safari app on your Mac, click on Safari up top and then choose **Clear History**.
2. Choose the time range to delete (we suggest "all history") and then **Clear History**.
3. You can simply close this window and continue to use Safari.