Clearing a browser's cache and cookies will help a webpage to display correctly by loading a fresh webpage. The instructions below show how to clear cache and cookies for the Chrome and Microsoft Edge browsers.

## **Clearing Chrome's cache and cookies**

1. Click the three vertical dots icon in the top-right corner of the screen, Hovering over "More Tools," and then selecting "Clear Browsing Data."



2. Click the arrow in the box next to "Time Range" to expand the menu and then select **All time**.

Clear browsing data

Clear browsing data

Basic		Basic	Advanced
Time range		All time	-
	Browsii	Last hour	
	Clears I	Last 24 hours	address bar.
	Cookie	Last 7 days	
	Signs y	Last 4 weeks	
	Cached	All time	
	Frees u	o o r r mb. oome artea may	waa more slowly on your next visit.

3. Next, check the boxes next to "Cookies And Other Site Data" and "Cached Images And Files."

	Basic	Advanced
Time range	All time	~
Brows	ing history history and autocor	npletions in the address bar.
Cookie Signs	es and other site data	a s.
Cache	d images and files	
Frees	up 317 MB. Some sit	tes may load more slowly on your next visit.

4. Once the boxes are checked, select the "Clear Data" button.

## Clear browsing data

	Basic	Advanced
Time range	All time	T
Brows	ing history	nolations in the address har
Cookie Signs	s and other site data you out of most sites	i i
Cache	d images and files up 317 MB. Some site	es may load more slowly on your next visit.
		Cancel Clear data

After a few moments, the Chrome browser's cache and cookies will be cleared.

## **Clearing Microsoft Edge's cache and cookies**

1. Click the Menu icon dt the top-right corner of the screen, then click Settings.



2. In "Settings," from the left sidebar, select "Privacy, Search, and Services."



3. On the right pane, in the "Clear Browsing Data" section, click "Choose What to Clear".



4. A "Clear Browsing Data" box will open. First, click the "Time Range" drop-down menu and change to <u>All Time</u> and check the boxes next to Cookies and other site data and Cached images and files. Then, click Clear now.



After a few moments, the Microsoft Edge's cache and cookies will be cleared.

If you require further assistance, please reach out to your local tech support or the ITD Help Desk at (562) 345-9955.