

# How to clear web browser cache, cookies and history

## Firefox

1. From the History menu, select Clear Recent History.

If the menu bar is hidden, press **Alt** to make it visible.

2. From the Time range to clear: drop-down menu, select the desired range; to clear your entire cache, select Everything.
3. Next to "Details", click the down arrow to choose which elements of the history to clear; to clear your entire cache, select all items.
4. Click Clear Now.
5. Exit/quit all browser windows and re-open the browser.

## Internet Explorer 9 and higher

1. Select Tools (via the Gear Icon) > Safety > Delete browsing history....

If the menu bar is hidden, press **Alt** to make it visible.

2. Deselect Preserve Favorites website data, and select:
  - o Temporary Internet files or Temporary Internet files and website files
  - o Cookies or Cookies and website data
  - o History
3. Click Delete. You will see a confirmation at the bottom of the window when the process is complete.
4. Exit/quit all browser windows and re-open the browser.