## Procedures for deleting cookies and clearing temporary internet files

# Internet Explorer 9, 10 and 11 (Win) - Clearing Cache and Cookies

This document explains how to clear the cache and cookies in Internet Explorer 9, 10 and 11.

- 1. Select Tools (via the Gear Icon) > Safety > Delete browsing history....
  - **NOTE:** You can also access this menu by holding **Ctrl + Shift + Delete**.



2. Make sure to uncheck **Preserve Favorites website data** and check both **Temporary Internet Files** and **Cookies** then click **Delete**.



3. You will get a confirmation at the bottom of the window once it has successfully cleared your cache and cookies.



## Procedures to delete cookies and temporary internet files in Safari



### Procedures to delete cookies and temporary internet files in Chrome

#### Google Chrome:

- Open Google Chrome
- Click Tools
- Select Options
- Click the Under the Hood tab
- Click Clear Browsing Data
- Select the Empty the Cache check box
- Select the Clear Browsing History check box
- Select the Delete Cookies check box
- Click the Clear Browsing Data button