Clearing Browser Cache

For Chrome

1. Click on the three vertical dots in the top right corner of your Chrome browser.

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- 2. Click **Settings** in the menu.
- 3. In the left-hand menu, select Security and Privacy.



4. On the next page, select Clear Browsing Data.



5. In the pop up window, check the box next to **Cached images and files**. Make sure that your date range is at least 7 days. **Click Clear Data.**

Clear browsing data					
	Basic	Advanced			
Time range Last 7 days 🔹					
	Browsing history Clears history, including in the search box				
	Cookies and other site data Signs you out of most sites.				
 Cached images and files Frees up less than 320 MB. Some sites may load more slowly on your next visit. 					
G	Search history and other forms of activity may be saved in your Google Account when you're signed in. You can delete them anytime.				
		Cancel Clear data			

For Edge

- 1. Click on three three horizontal dots in the top right corner of your Edge browser.
- 2. Click **Settings** in the menu.
- 3. In the left-hand menu, select **Privacy, search, and services.**
- 4. Scroll down to Clear Browsing Data. Click on **Choose what to clear.**

Clear browsing data

This includes history, passwords, cookies, and more. Only data from this profile will be deleted. Manage your data				
Clear browsing data now	Choose what to clear			
Choose what to clear every time you close the browser	>			

5. In the pop up window, check the box next to **Cached images and files**. Make sure that your date range is at least 7 days. Click **Clear now.**

Clear browsing data

Time range

Last 7 days	\sim				
Browsing history 25 items. Includes autocom	pletions in the address bar.				
Download history	Download history				
Cookies and other site data From 16 sites. Signs you out of most sites.					
Cached images and files Frees up less than 234 MB. Some sites may load more slowly on your next visit.					
Sync is turned off. When you turn on sync, this data will be cleared across all synced devices signed in to hmhansen@ortn.edu. To clear browsing data from this device only, <u>sign out first</u> .					
Clear now Cancel					

Removing Stored Passwords

For Chrome

1. Click on the three vertical dots in the top right corner of your Chrome browser.

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- 2. Click **Settings** in the menu.
- 3. In the left-hand menu, select Autofill.



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4. Next, click on **Passwords.**

Au	itofill			
	07	Passwords	•	
		Payment methods	•	
	9	Addresses and more	•	

5. Here, you will see all sites that you have given Chrome permission to save passwords for. Look through the list, and for any ORTN websites, click the three vertical dots next to the site's name.

Saved Passwords					:
H	You can also show passwords from your Google Account here hmhansen@ortn.edu			S	how
Site		Username	Password		
٢	ortn.edu	technology@ortn.edu	•••••	ø	:

6. Click Remove.

Password	
	Copy password
	Edit password
	Remove

For Edge

1. Click on the three vertical dots in the top right corner of your Chrome browser.

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- 2. Click **Settings** in the menu.
- 3. In the left-hand menu, select **Profiles.**

Settings						
Q	Search settings					
8	Profiles					
Ċ	Privacy, search, and services					
6	Appearance					
	Start, home, and new tabs					
Ē	Share, copy and paste					
G.	Cookies and site permissions					

4. Next, select Passwords.



5. Scroll down to **Saved Passwords.** Here, you will see all sites that you have given Edge permission to save passwords for. Look through the list, and for any ORTN websites, click the three horizontal dots next to the site's name.

Saved passwords You have 1 saved passwords. (0 reused, 0 weak)						
Sort by: Website (A-Z) 🗸	Showing: All	\checkmark			Show health	
Site	Username	Password		Health	0	
ortn.edu	orstechnology	•••••	0			

6. Click Delete.