Clearing the cache from your browser

Browsers are interesting creatures. Sometime they get something in their cache and no number of override attempts will clear it. When this occurs, funky things start to happen - one example is when you see an OLD version of a document rather than the NEW one. Or when a bit of functionality just....does....not....work.

Before using the prepayment options on the Dallas IFGS website at <u>http://dallasifgs.org/</u>, please clear the cache from your browser!

To be taken directly to the instructions on how to clear the cache for each specific browser, control-click on the desired link.

Instructions to clear the cache in:

<u>Chrome</u>
<u>Firefox</u>
Internet Explorer
<u>Safari</u>

To return to this page, right click on the "Return to top" link then left-click "Open Hyperlink".

Please let me know if you have any questions.

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Chrome

1. In your Chrome browser, click on the <u>the three vertical lines</u> in the upper-right corner of the browser window.

← → C ♠ 9	5	2 00		
🛄 Apps 🔺 Bookmarks 🥘 Getting Started 🦳 Imported From Firefox	New tab New window New incognito w	indow Ctrl+S	Ctrl+T Ctrl+N hift+N	
	History Downloads Bookmarks		Ctrl+J	
	Zoom – 1	100% +	53	
Goog	Print Find More tools		Ctrl+P Ctrl+F	
	Edit O	ut Copy	Paste	
Search Google or type URL	Settings Help	,		
	Exit	Ctrl+S	hift+0	

2. This displays the popup menu. Click on <u>Settings</u>.

3. A new tabpage will be opened. Scroll down until you get to the "<u>Show advanced settings</u>" label, and click on it.

Add person	Edit	Remove	Import bookmarks and settings	
Default browser				
The default brow	/ser is curre	ently Google Cl	irome.	

4. This will cause the tabpage to expand vertically, and an entirely new set of settings will now be displayed. Scroll down slightly and click on the "<u>Clear Browsing Data</u>" button.

Extensions	The default browser is	currently Google Chrome.	
Settings	Privacy		
About	Content settings	Clear browsing data	

5. Yet ANOTHER popup window will appear. Ensure that the options are selected as shown below, and click the "<u>Clear Browsing Data</u>" button.

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bliterate the following items f	om: the beginnin	g of time 🔻	
Browsing history – 5 item	s		
Download history	\		
Cookies and other site and	pugin data		
Cached images and files	2.2 MB		
Passwords			
Autofill form data			
Hosted app data			
Content licenses	\setminus		
		Clear browsing data	Cancel

6. When the data has been cleared, this popup window will vanish and you will be back in the Settings tabpage. At this point the cache has been cleared and you can close this tabpage.

Υ.

FireFox

1. Ensure that the Menu Bar is visible.



If the Menu Bar is not visible, make it visible by right-clicking in the unused grey area to the right of the last visible tab

<u>File Edit View History B</u> ookmarks <u>T</u> ools <u>H</u> elp	
G Google × +	Reload <u>A</u> ll Tabs Bookmark All <u>T</u> abs Undo Close Tab
	 ✓ Menu Bar Bookmarks Toolbar ✓ LastPass Toolbar
	<u>C</u> ustomize

Then ensure that the "Menu Bar" entry is checked by LEFT-clicking on it to toggle the checkmark until it is ON.

2. Click the Tools menu item, then the "Options" sub-menu item.



3. This will open a new "Options" tabpage.

<u>Fi</u> le <u>E</u> dit <u>V</u> iew Hi <u>s</u> tory <u>B</u> ookr	narks <u>T</u> ools <u>H</u> elp	
G Google	× 🌣 Options × +	
Firefox about:preference	s C Q Search 🔂 🖻 🛡 🦊 🏠 🐗	··· 🛛 🚇 🚍
Image: Content Image	General Startup Always check if Firefox is your default browser Firefox is not your default browser When Firefox starts: Show my home page Home Page: http://www.google.com	ĵ Make Default ▼
Sync 🔬 Advanced	Use <u>C</u> urrent Page Use <u>B</u> ookmark <u>R</u> esto	pre to Default
1	Downloads	
	Save files to	Browse
	 Always ask me where to save files Tabs Open new windows in a new tab instead Don't load tabs until selected When I open a link in a new tab, switch to it immediately Show tab previews in the Windows taskbar 	

Click the "<u>Advanced</u>" link on the left side of the tabpage.

4. Click on the "<u>Clear Now</u>" button to the right of the "Cached Web Content" text.

🖴 Security	Cached Web Content	
🚺 Sync	Your web content cache is currently using 145 MB of disk space	<u>C</u> lear Now
Advanced	Override automatic cache management	

It usually takes clicking on the "Clear Now" button a couple of times before the space used indicator goes to zero.



5. Once the space used indicator is reset to zero, the web cache for the browser has been cleared.

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Internet Explorer 11

1. Ensure that the Menu Bar is visible.

Google - Internet Explorer	
G Google Eile Edit View Favorites Tools Help	The Menu bar
🟠 • 🖾 - 🖃 🖶 • Page • Safety • Tools • 🕢 •	

If the Menu Bar is not visible, make it visible by right-clicking in the unused grey area to the right of the last visible tab

🔁 Google - Internet Explorer					
G https://www.google.co.in/?gfe_rd=cr&ei=hF4_V5WFOsiCyALOILHICw&gws_rd=ssl					
G Google ×	🖌 Menu bar				
File Edit View Favorites Tools Help	Favorites bar				
🏠 🔹 🔝 👻 🚍 🔹 Page 🔹 Safety 👻 Tools 👻 🕢	 ✓ Command bar ✓ Status bar 				
	✓ Lock the toolbars✓ Show tabs on a separate row				

Then ensure that the "Menu Bar" entry is checked by LEFT-clicking on it to toggle the checkmark until it is ON.

2. Left-click on the menu item TOOLS, then left-click on the sub-menu item Internet Options.

File	Edit	View	Fav	orites	Tools	Help		,		
<u>-</u>		-		Page	Dele InPri Turn Activ Fix d Reop Add	te browsing history vate Browsing on Tracking Protectior /eX Filtering onnection problems pen last browsing sessi site to Start menu	Ctrl+Shift+Del Ctrl+Shift+P 1	ľ		
					View Pop- Smar Mana	downloads up Blocker tScreen Filter age add-ons	Cft +]	*		
					Com	patibility View settings				
					Subs Feed Wind	cribe to this feed I discovery Iows Update		Þ	/	
					Perf F12	ormance dashboard Developer Tools	Ctrl+Shift+U			
					Rep	ort website problems				
					Inte	rnet options				

3. In the Internet Options popup window, click on the <u>Delete</u> button.

Internet Options
General Security Privacy Content Connections Programs Advanced
Home page To create home page tabs, type each address on its own line.
Use <u>c</u> urrent Use de <u>f</u> ault <u>U</u> se new y ab
Startup
Start with tags from the last session Start with home page
Tabs
Change how webpages are displayed in tabs.
Browsing history
Delete temporary files, history, cookies, saved passwords, and web form information.
Delete browsing history on exit
Delete Settings
Appearance
Colors Languages Fonts Accessibility
OK Cancel Apply

4. The following popup window will be displayed. Set the checkmarks as shown, then click the <u>Delete</u> button.



When the cache has been cleaned out, this message will pop up across the bottom of your browser tabpage....

Internet Explorer has finished deleting the selected browsing history.

....and the Internet Options popup will be on top. Click the OK button.

Your browser cache has now been cleared.

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Safari

Safari 8.0+ (Mac) - Clearing Cache and Cookies

- 1. Click Safari in the upper left hand side of your screen. In the menu that appears, click Preferences.
- 2. In the window that appears, click the Privacy tab.
- 3. Click the button Remove All Website Data....
- 4. Click Remove Now in the pop up window that appears.

Note that in the Mac, this will remove ALL of the users data that has been saved, including saved user IDs and password, as well as cookies from the websites you like. Think about it before clearing the cache.

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