

# Internet Explorer 6 and 7 Users

## How and Why to Clear Your Cache

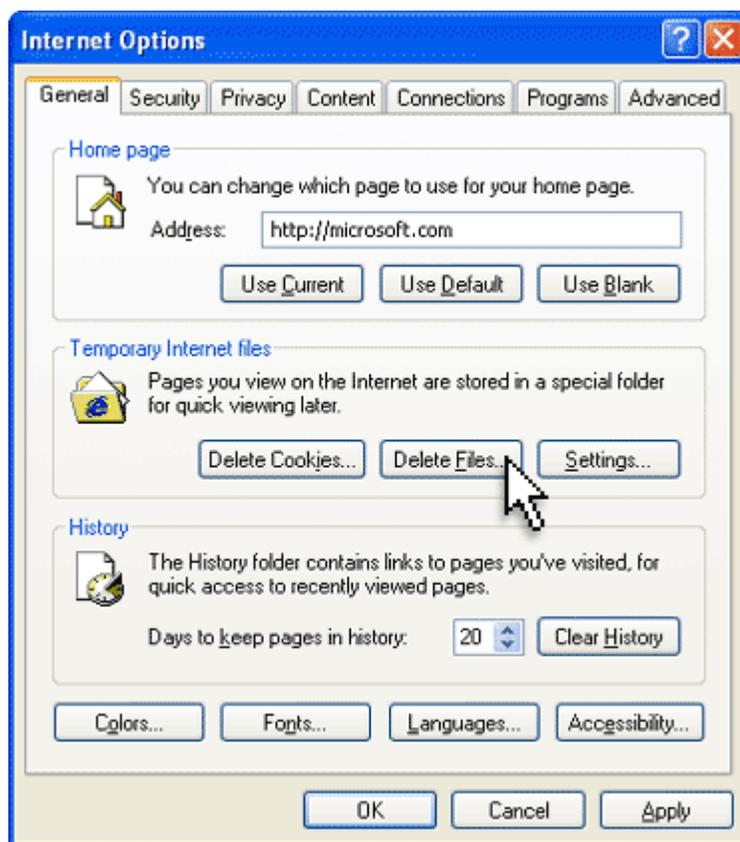
Often referred to as the cache, the Temporary Internet Files folder contains a kind of travel record of the items you have seen, heard, or downloaded from the Web, including images, sounds, Web pages, even cookies. Typically these items are stored in the Temporary Internet Files folder. Storing these files in your cache can make browsing the Web faster because it usually takes your computer less time to display a Web page when it can call up some of the page's elements or even the entire page from your local Temporary Internet Files folder.

### Clearing Your Browser's Cache

All those files stored in your cache take up space, so from time to time, you may want to clear out the files stored in your cache to free up some space on your computer. This is called clearing the cache.

#### To clear your Internet Explorer 6 cache:

1. On the Internet Explorer 6 **Tools** menu, click **Internet Options**. The Internet Options box should open to the **General** tab.
2. On the **General** tab, in the **Temporary Internet Files** section, click the **Delete Files** button. This will delete all the files that are currently stored in your cache.



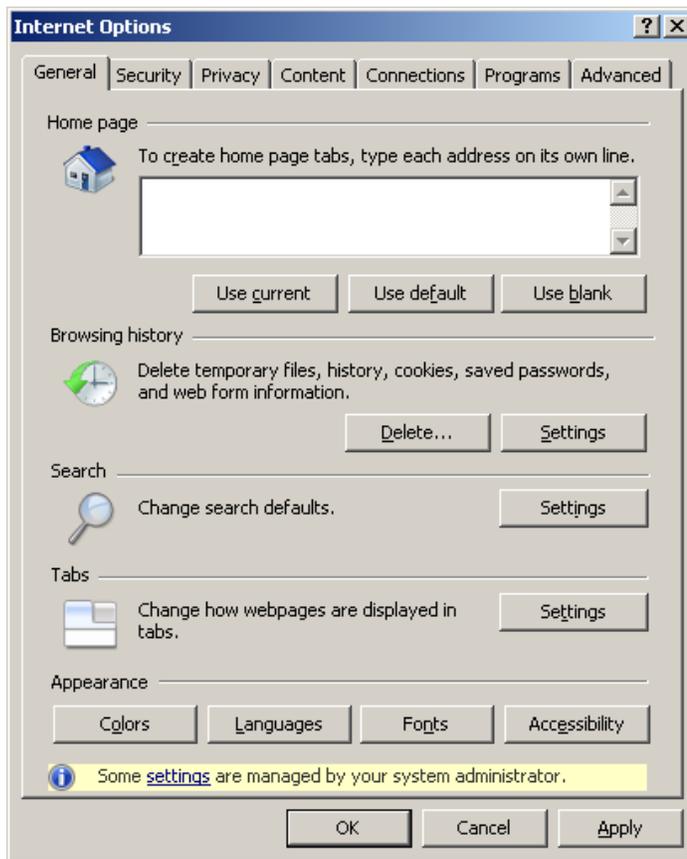
Click the Delete Files button

3. Click **OK**, and then click **OK** again.

**TIP:** You can adjust your Internet Explorer 6 settings to automatically clear the cache whenever you close Internet Explorer 6. Go to the Tools menu, and click **Internet Options**. Click the **Advanced** tab. In the "Settings" box, scroll down to the section labeled "Security," and click to check the box next to the "Empty Temporary Internet Files folder when browser is closed" option. Click OK to finish. This option does not delete cookies, but it will clear your cache of other files when you close your browser.

### To clear your Internet Explorer 7 cache:

1. On the Internet Explorer 7 **Tools** menu, click **Internet Options**. The Internet Options box should open to the **General** tab.



2. On the **General** tab, in the **Browsing history** section, click the **Delete...** button. This will bring up the Delete Browsing History Box.

Select the **Delete files...** button to delete Temporary Internet Files

Select the **Delete cookies...** button to delete Cookies

Select the **Delete history...** button to delete your browsing history

3. After you select delete a box will appear asking you to confirm you would like to delete the files. Select **Yes** for each one.
4. Then click **Close and OK**.

## More Speed or More Room?

If you tend to go online a lot and have ample space on your computer, you might want to increase the size of your Temporary Internet Files folder. Why? Because Internet Explorer 6 will read already-viewed files from the cache first rather than take the time to download the same page from the Web, thus saving you time and money.

To change the size of your cache:

1. On the **Tools** menu, click **Internet Options**. The Internet Options box should open to the **General** tab.
2. On the **General** tab, in the **Temporary Internet Files** section, click the **Settings** button. This will open the Settings box.



The Settings button

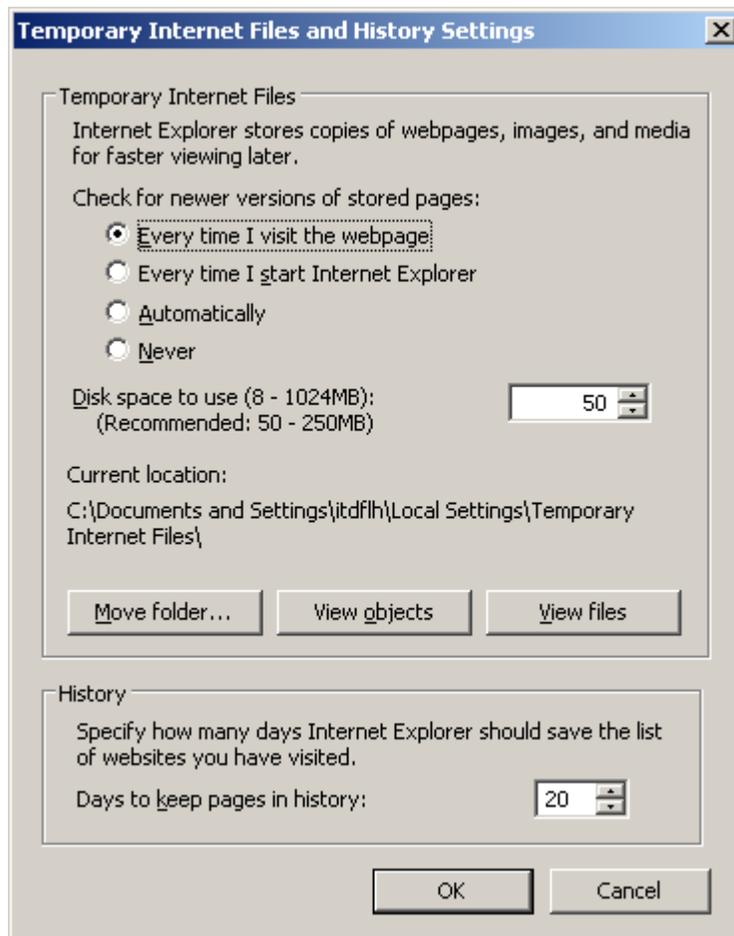
3. In the **Settings** box, under **Amount of disk space to use**, you can slide the bar to the right to increase the amount of disk space used by your Temporary Internet Files folder.

## Adjusting How Often to Update

While it's true that the more files you can load from your hard disk, the faster your browsing speed, it's also true that those pages on the Web might have changed since being stored on your computer. You might not want to miss fresh content just to save a little time. Fortunately, in addition to the size of the cache, you can also customize how often Internet Explorer 6 checks the Web for updated content.

First you will need to go to the Internet Explorer 6 **Settings** box:

1. On the **Tools** menu, click **Internet Options**. The Internet Options box should open to the **General** tab.
2. On the **General** tab, in the **Temporary Internet Files** section, click the **Settings** button. This will open the Settings box.
3. In the **Settings** box, there are four ways to check for newer versions of pages that are stored in the Temporary Internet Files folder. You will need to select '**Every visit to the page**' or '**Every time I visit the webpage**' setting. You're assured of the most current content with this setting enabled.



Adjusting the amount of disk space used by the Temporary Internet Files folder

# Firefox Users

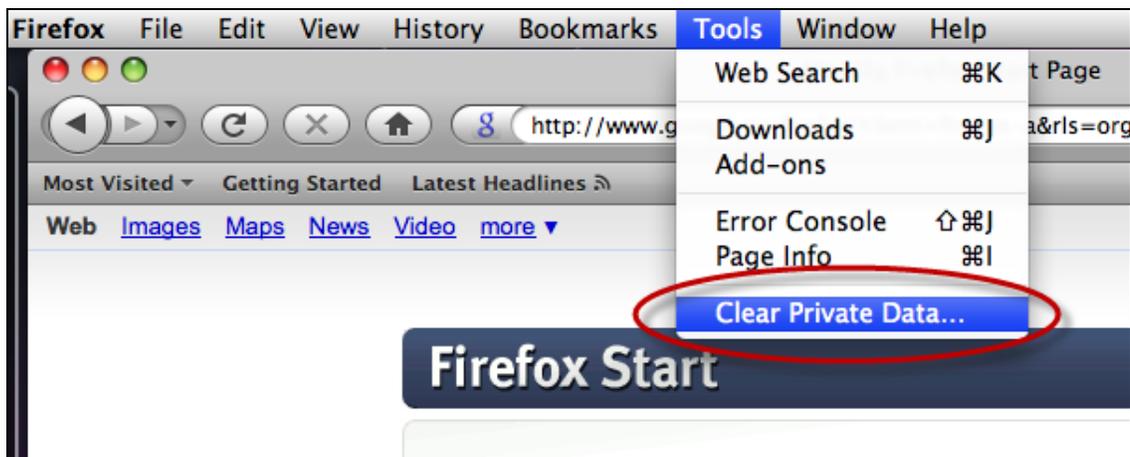
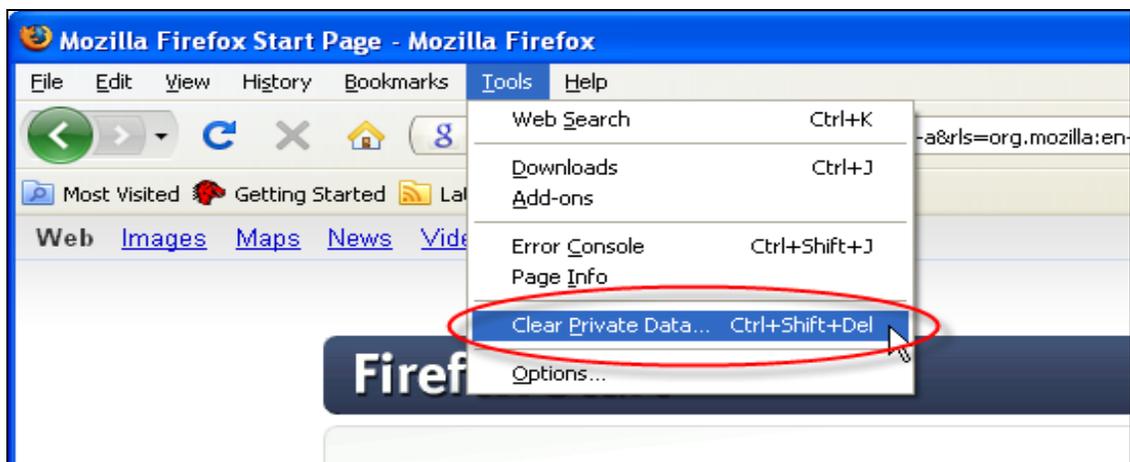
## Clearing Private Data

Firefox is using private data such as user names, history, and cookies, to enhance your experience on the internet.

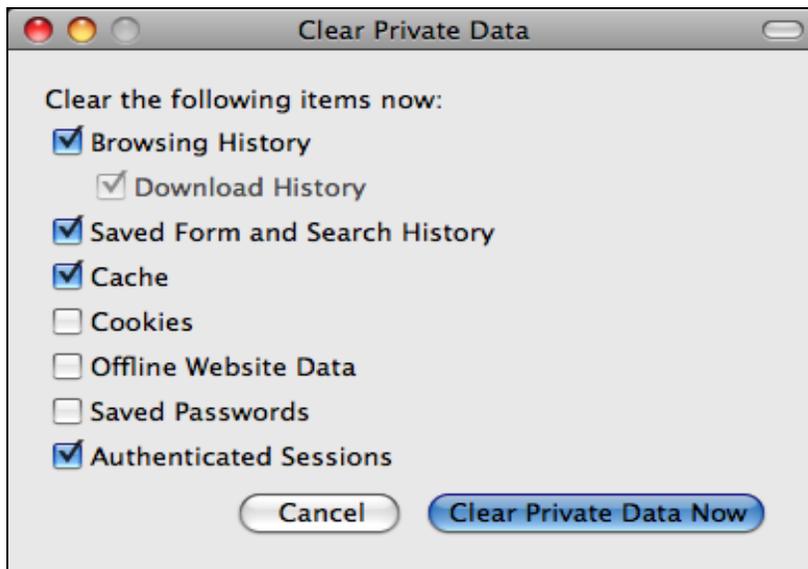
Sometimes you may not want other users of your computer to see or access this information. In such cases, you can clear your private data. This can be done whenever you want to, or Firefox can clear parts of your private data automatically.

## Clearing your private data

1. At the top of the Firefox window On the menu bar, click on the **Tools** menu, and select **Clear Private Data...**



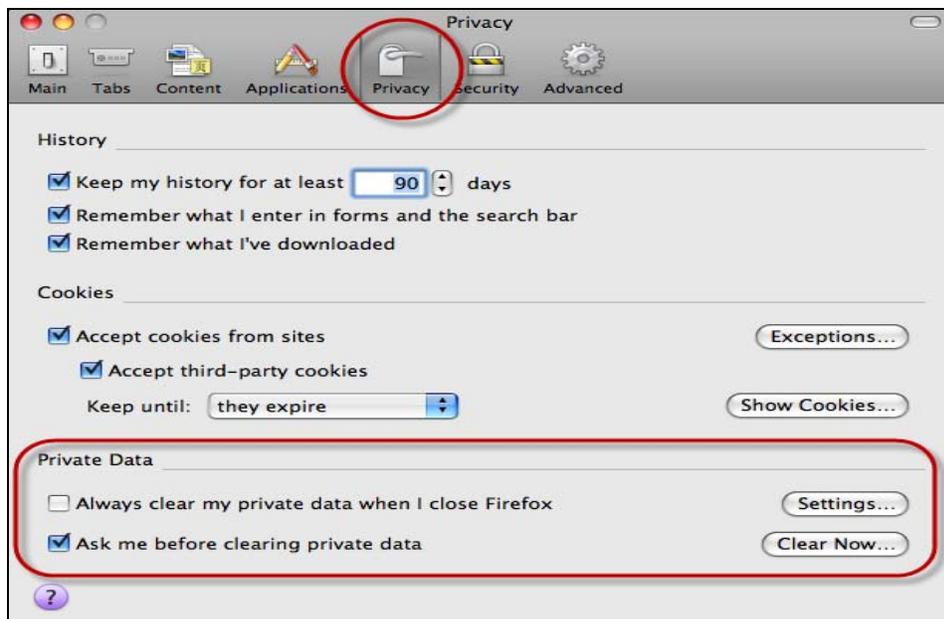
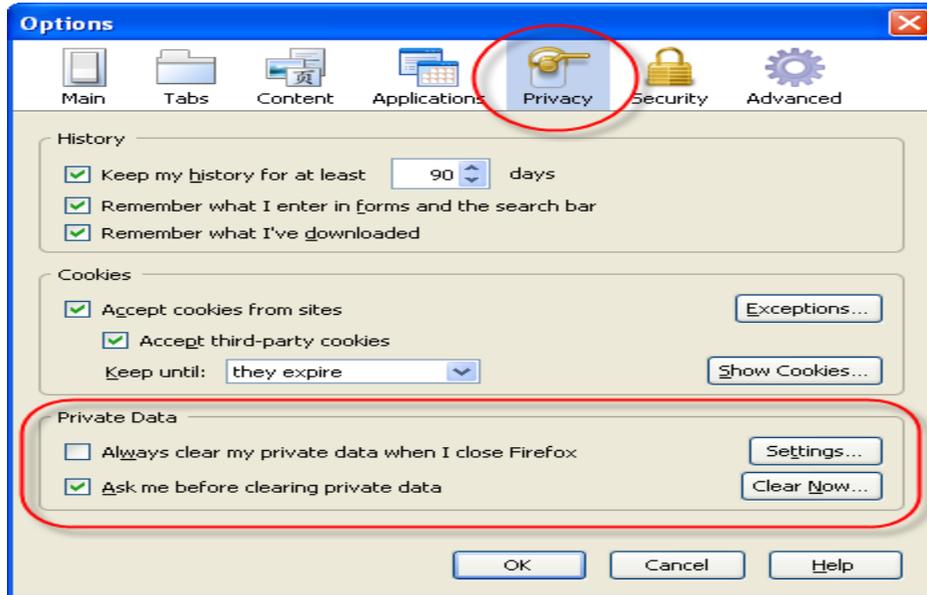
2. The Clear Private Data window will open, allowing you to select which private data you want to clear.



3. Check Cache and Cookies, and then click on [Clear Private Data Now](#), to clear the data.

## Configuring Private Data Removal

1. At the top of the Firefox window On the menu bar, click on the **Tools**FirefoxEdit menu, and select **Options...Preferences...**
2. Select the Privacy panel. You can see three areas related to your privacy: History, Cookies and Private Data.
3. In the Private Data section, the following options are available:



- o **Always clear my private data when I close Firefox:** You can choose to have Firefox clear your private data whenever it is closed. To configure what data is cleared, click **Settings...**
- o **Ask me before clearing private data:** With this option selected, Firefox asks you before automatically clearing the specified private data.
  - To immediately clear all private data that you have specified to be removed, click **Clear Now...**