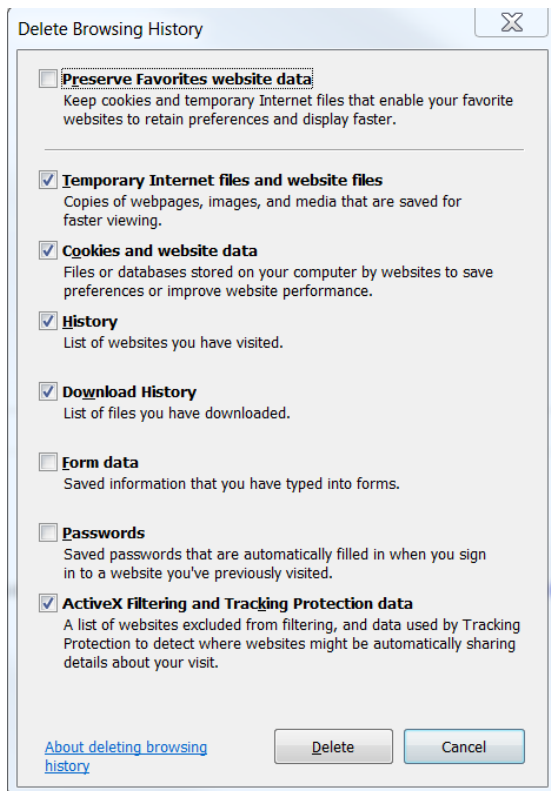


How to Clear Browser History/Cache

NOTE: Clearing your browser history (“cache”) is a little different for each browser. Please locate your browser in this document, ensure you have your browser open but do **not** have the Teachscape website open (navigate to any other website—Google, Bing, school website, webmail, etc.), and follow the steps shown to clear your cache.

Internet Explorer

Press the **CTRL + SHIFT + DELETE** keys at the same time.



- You will see a “Delete Browsing History” box similar to the one shown at left. Please make sure you have checked:

- ✓ Temporary Internet files and website files
- ✓ Cookies and website data
- ✓ History
- ✓ Download History

Optional:

- ✓ Active X Filtering and Tracking Protection Data

- Click the “Delete” button.

- Exit Internet Explorer by clicking the “X” in the upper right-hand corner of the browser window.

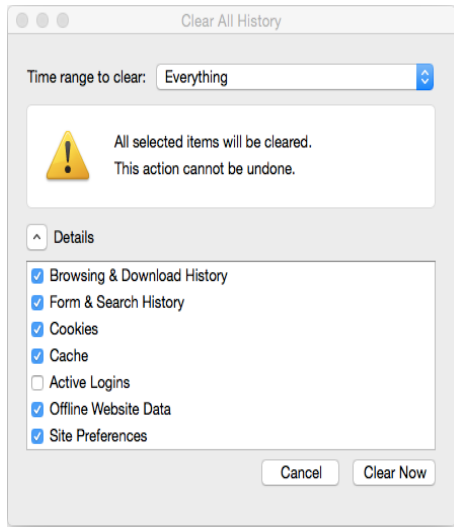
- Reopen Internet Explorer and log in to Teachscape.

Firefox

PC: Press the **CTRL + SHIFT + DELETE** keys at the same time.

Mac: Press the **Command + SHIFT + DELETE** keys at the same time.

- You will see a “Clear All History” box similar to the one at left.



- Make sure “Time range to clear” is set to “Everything.”

- Please make sure you have checked:

- ✓ Browsing & Download History
- ✓ Form & Search History
- ✓ Cookies
- ✓ Cache

- ✓ Offline Website Data

- ✓ Site Preferences

- Click the “Clear Now” button.

- Exit Firefox by clicking the “X” in the upper right-hand corner of your browser window.

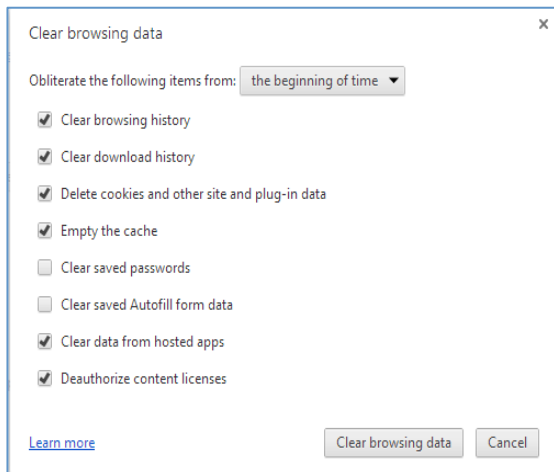
- Reopen Firefox and log in to Teachscape.

Chrome

PC: Press the **CTRL + SHIFT + DELETE** keys at the same time.

Mac: Press the **Command + SHIFT + DELETE** keys at the same time.

- You will see a “Clear browsing data” box similar to this one.



- Next to “Obliterate the following items from,” please make sure “the beginning of time” is selected.

- Please make sure you have checked:

- ✓ Clear browsing history
- ✓ Clear download history
- ✓ Delete cookies and other site and plug-in data
- ✓ Empty the cache

- ✓ Clear data from hosted apps
- ✓ Deauthorize content licenses

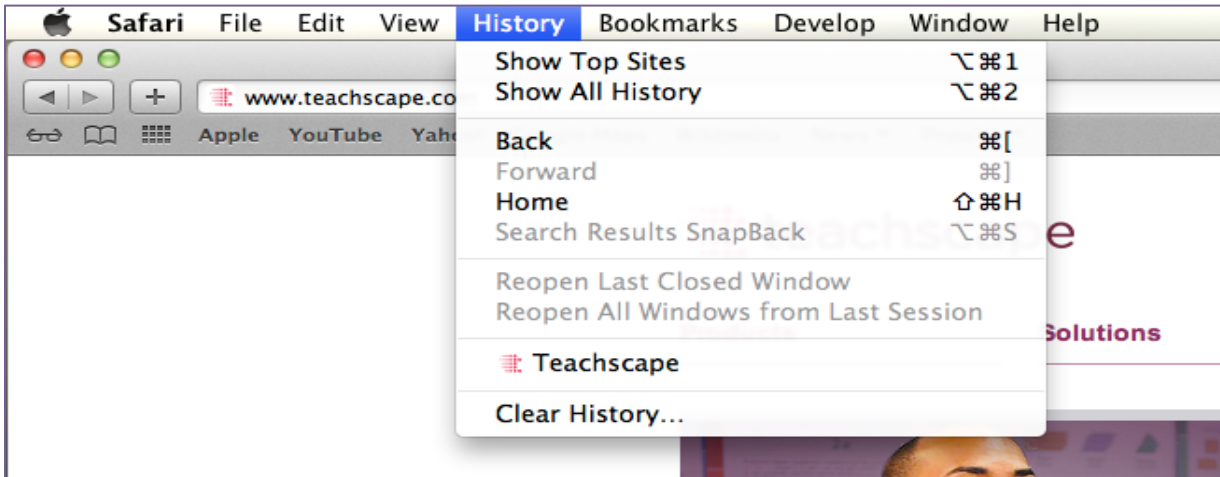
- Click “Clear browsing data” button.

- Exit Chrome by clicking the “X” in the upper right-hand corner of the browser window.

- Reopen Chrome and log in to Teachscape.

Safari

- To clear your entire Internet history in Safari, from the menu options select “History,” then “Clear History.”



- Then click on “Safari” in the upper left-hand corner and select “Reset.”

- You will see a box similar to the one at right. Please make sure you have checked:

- ✓ Clear history
- ✓ Reset Top Sites
- ✓ Remove all webpage preview images
- ✓ Remove all website data
- ✓ Clear the Downloads list
- ✓ Close all Safari windows

- Click “Reset.” This will close all Safari windows.

- Reopen Safari and log in to Teachscape.

