Purpose: This document provides guidance on how to clear your Internet Explorer (IE) browser cache.

Note: There are more browser options than IE that are used by Fi$Cal end users. This help guide is merely meant to serve as an example.

Step-by-Step Guide

1. In Internet Explorer, select the “gear shaped icon” to the far right.

2. Select “Internet Options”
3. Then in the center of the box below, under Browsing History, check the box – “Delete browsing history on exit” or click the Delete box located under Browsing history.
4. Select Delete button.