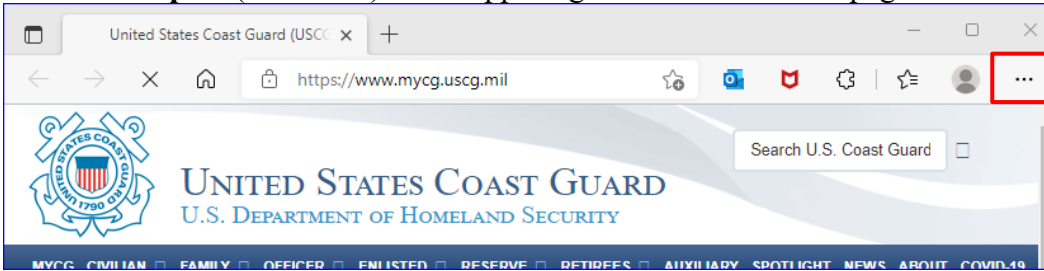# Clearing Cookies/Cache in MS Edge

**Introduction**     This guide provides the procedures to clear cookies and cached files from Microsoft Edge.
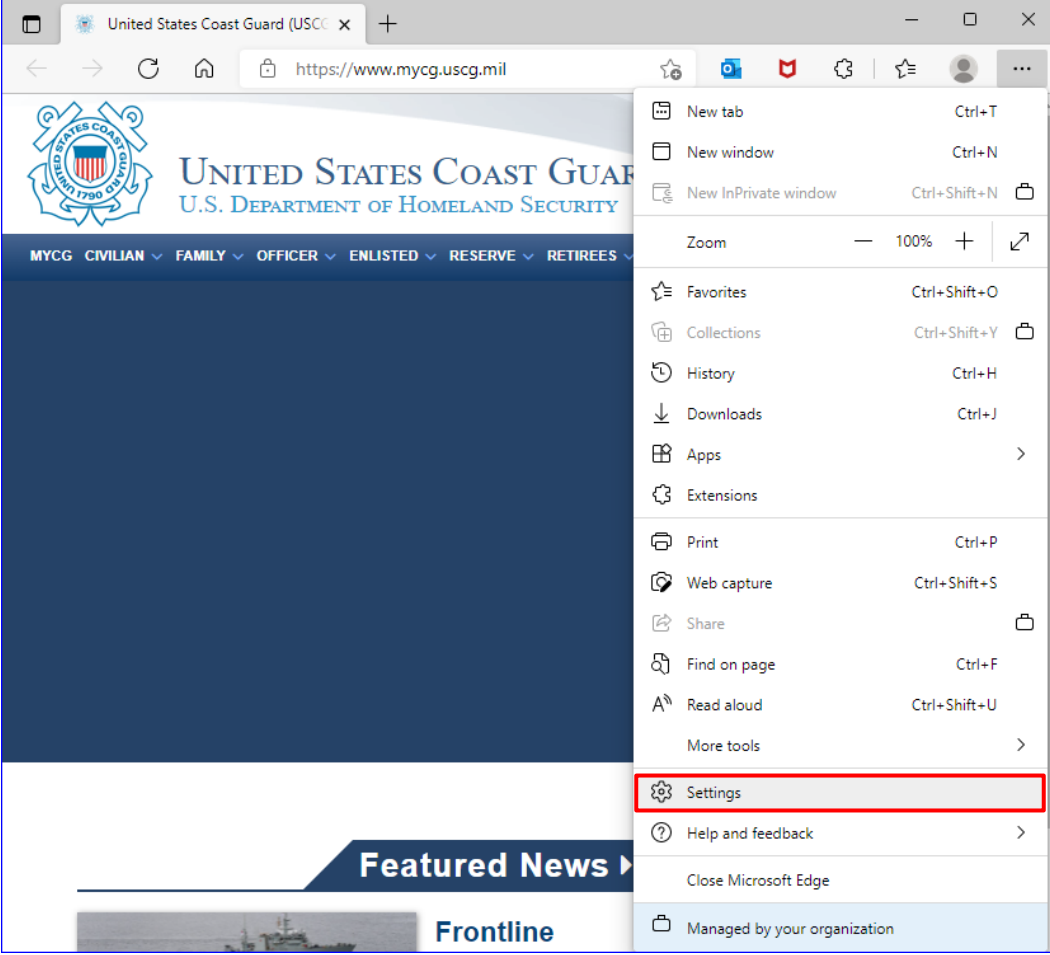
**Procedures**     See below.

| Step | Action |
|------|--------|
| 1 | Click the **MS Edge** icon to open the application.<br> |
| 2 | Click the **ellipses** (three dots) in the upper right corner of the Webpage.<br> |

*Continued on next page*
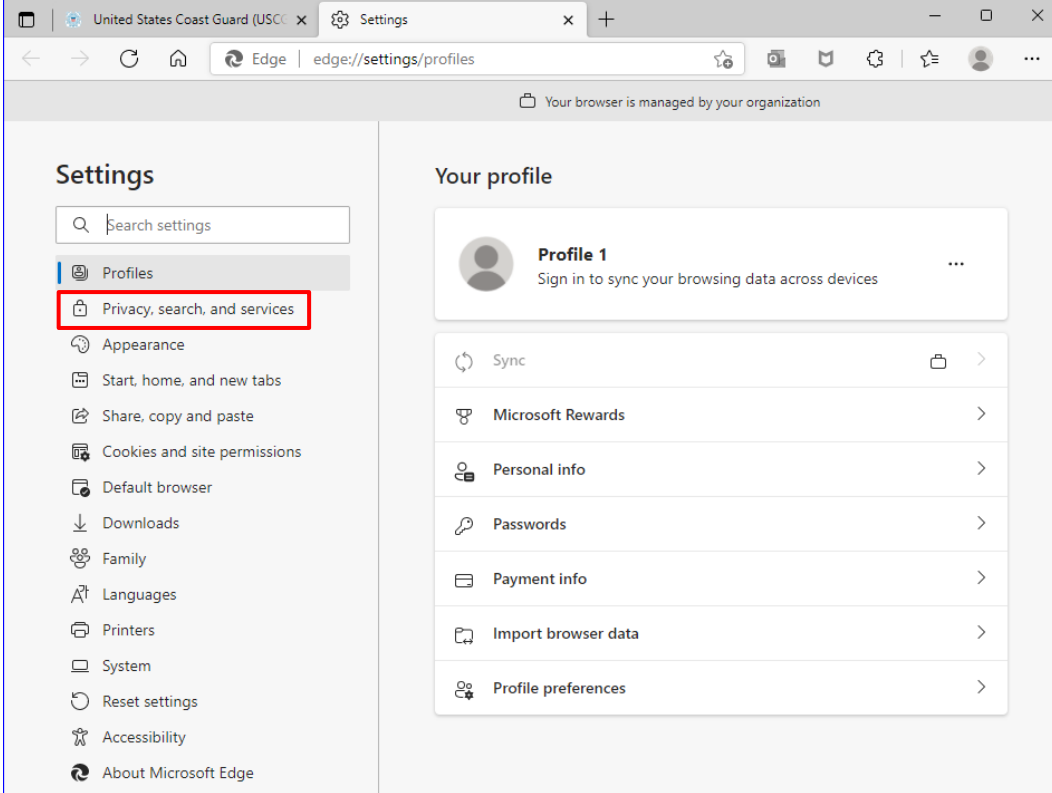
# Clearing Cookies/Cache in MS Edge, Continued

**Procedures**, continued

| Step | Action |
|------|--------|
| 3 | Scroll down the list and select **Settings**.  |

# Clearing Cookies/Cache in MS Edge, Continued
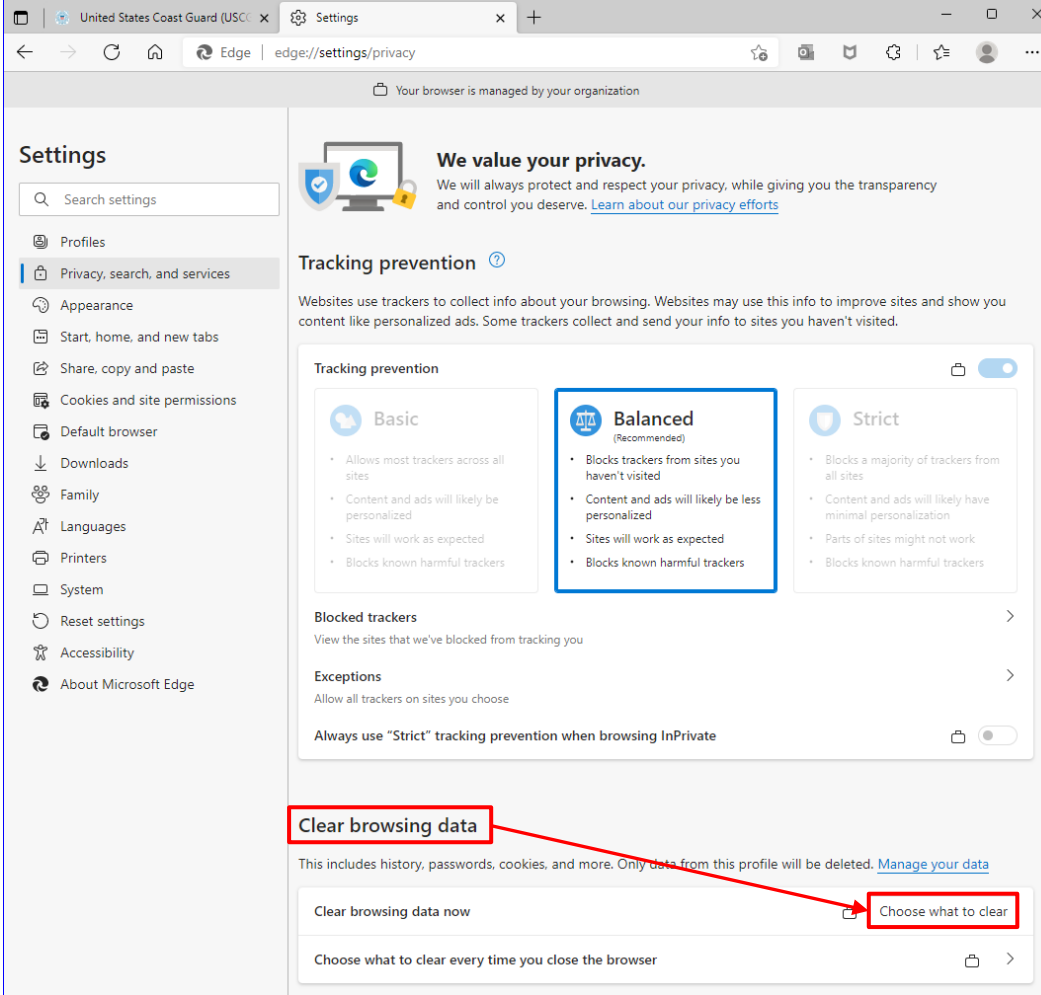
**Procedures**, continued

| Step | Action |
|------|--------|
| 4 | Settings will open in a new tab.  Select **Privacy, search, and services**.  |

# Clearing Cookies/Cache in MS Edge, Continued
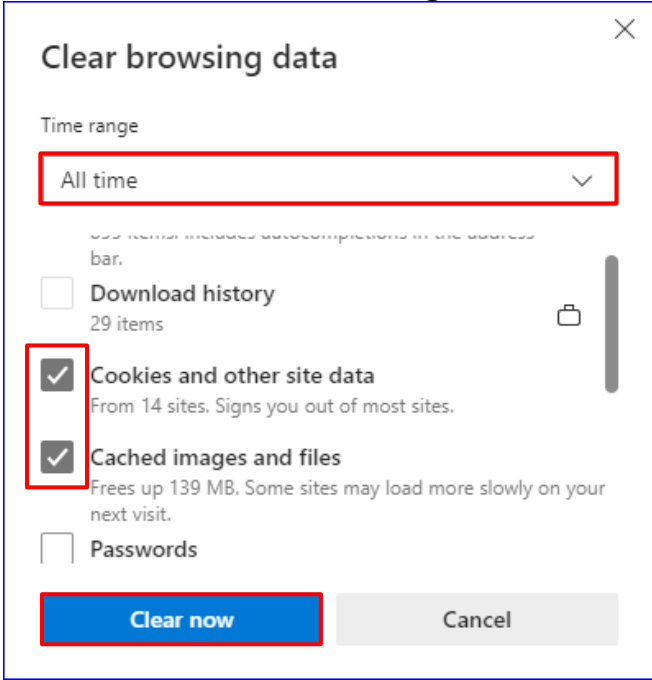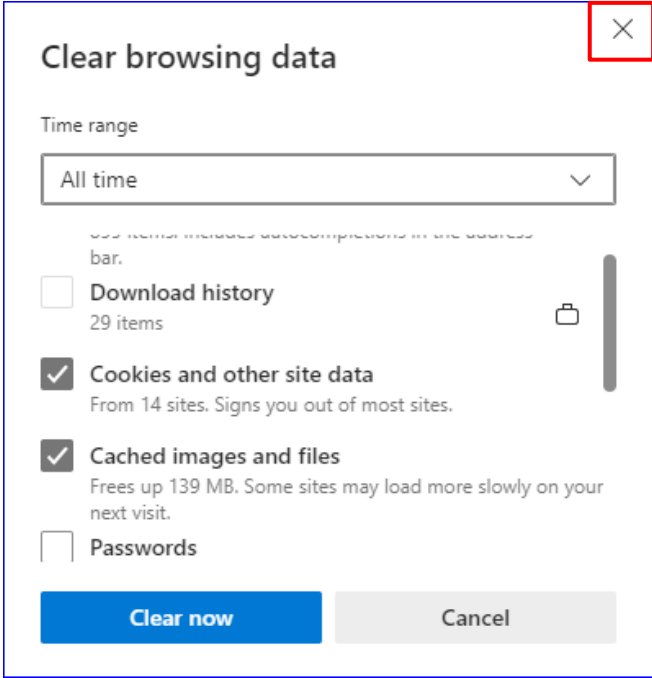
**Procedures**,
continued

| Step | Action |
|------|--------|
| **5** | Scroll down the page to **Clear browsing data** and click **Choose what to clear**. |

# Clearing Cookies/Cache in MS Edge, Continued

**Procedures**, continued

| Step | Action |
|---|---|
| 6 | Using the **Time range** drop-down, select All time.  Ensure the **Cookies and other site data** and **Cached images and files** are checked.  Click **Clear now**.<br><br>![Clear browsing data dialog showing Time range set to All time, with Cookies and other site data and Cached images and files checked, Clear now button highlighted] |
| 7 | Once finished, click the **X** to close the window.<br><br>![Clear browsing data dialog with the X close button highlighted in top right corner] |

# Clearing Cookies/Cache in MS Edge, Continued

**Procedures,**
continued

| Step | Action |
|------|--------|
| 8 | Click the **X** to exit the Settings tab.<br> |