UCPath
University of California

Job Aid: Clear Your Web Browser's Cache

It is a good practice to clear cache once a week. A web browser's cache are sometimes called temporary internet files. These are web pages, stored by your browser for faster loading and may prevent you from seeing updated web pages.

Clear cache on each workstation that you use to access UCPath. If multiple people use the same workstation, each person should clear their browser cache as cache files are specific to each user on each workstation. Complete the following steps for each browser you use to access UCPath.

Windows:

- Internet Explorer (Win)
- Edge (Win)
- Firefox (Win)
- Chrome (Win)

MacOS:

- Safari (Mac)
- Firefox (Mac)
- Chrome (Mac)

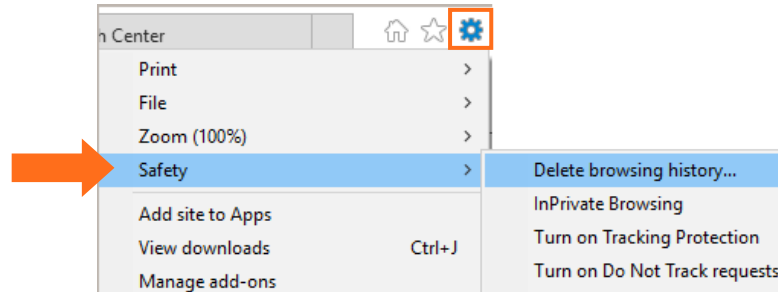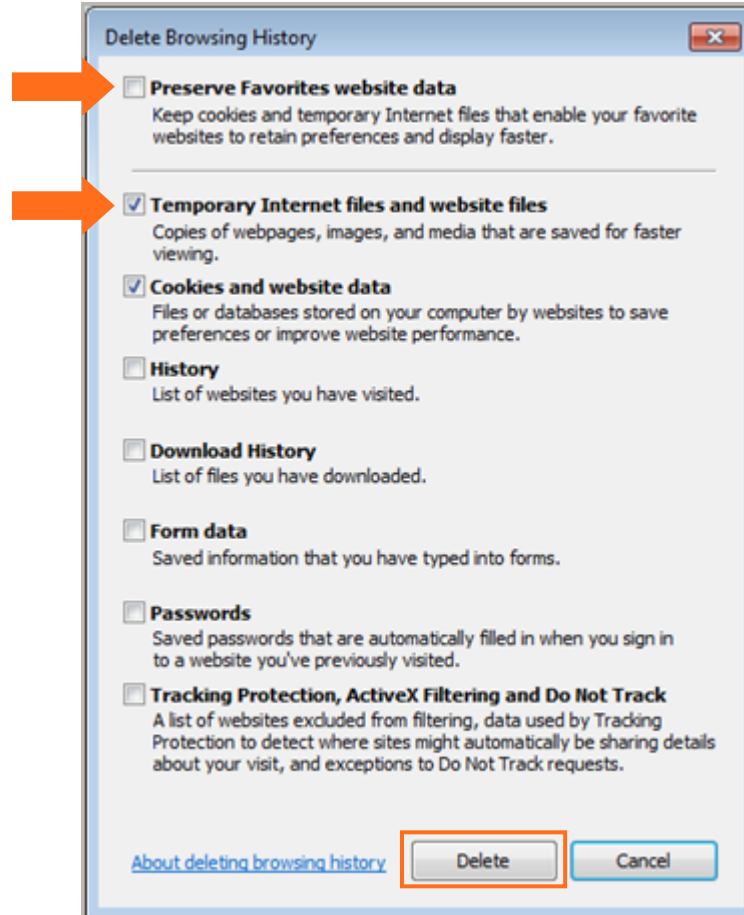**Smart Devices:**

- Android (Chrome)
- iOS (Safari)

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Internet Explorer (Win)

1. Click the **Tools** menu icon, ⚙, in the top right corner.

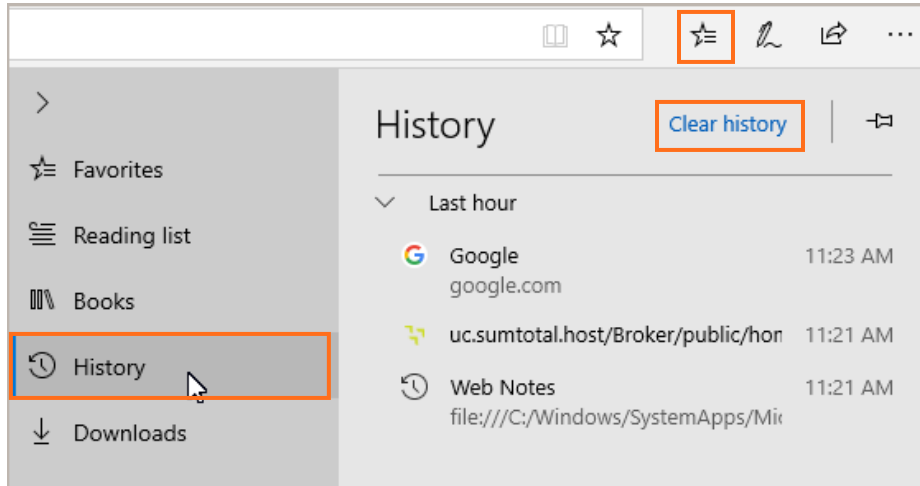2. Click **Safety** > **Delete browsing history...**.

1. Deselect the **Preserve Favorites website data** check box on the **Delete Browsing History** dialog box.

2. Select the check boxes for the types of information that you want to remove. At minimum, select the **Temporary Internet files and website files** check box.
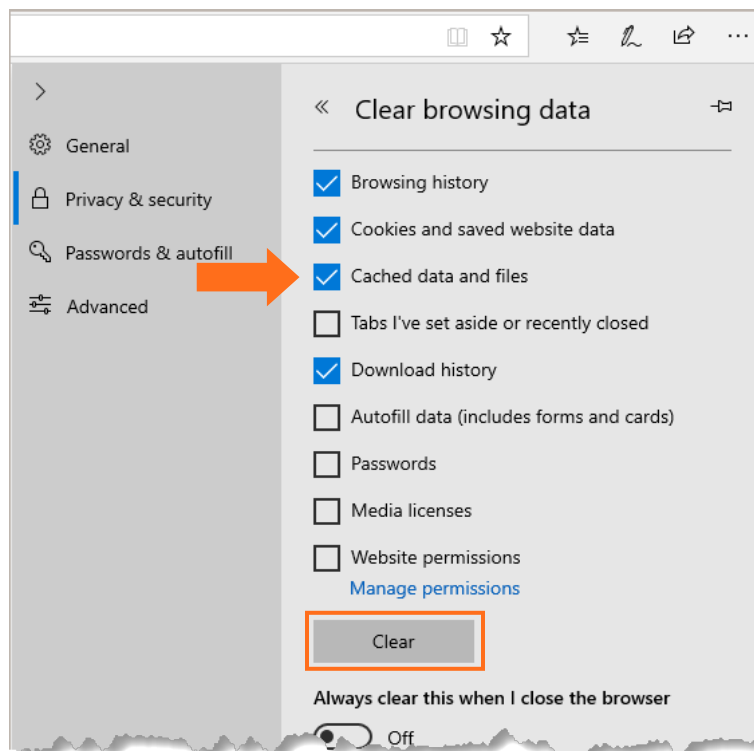
3. Click the **Delete** button.

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Edge (Win)

1. Click the **Hub icon,** [icon], in the top right corner.
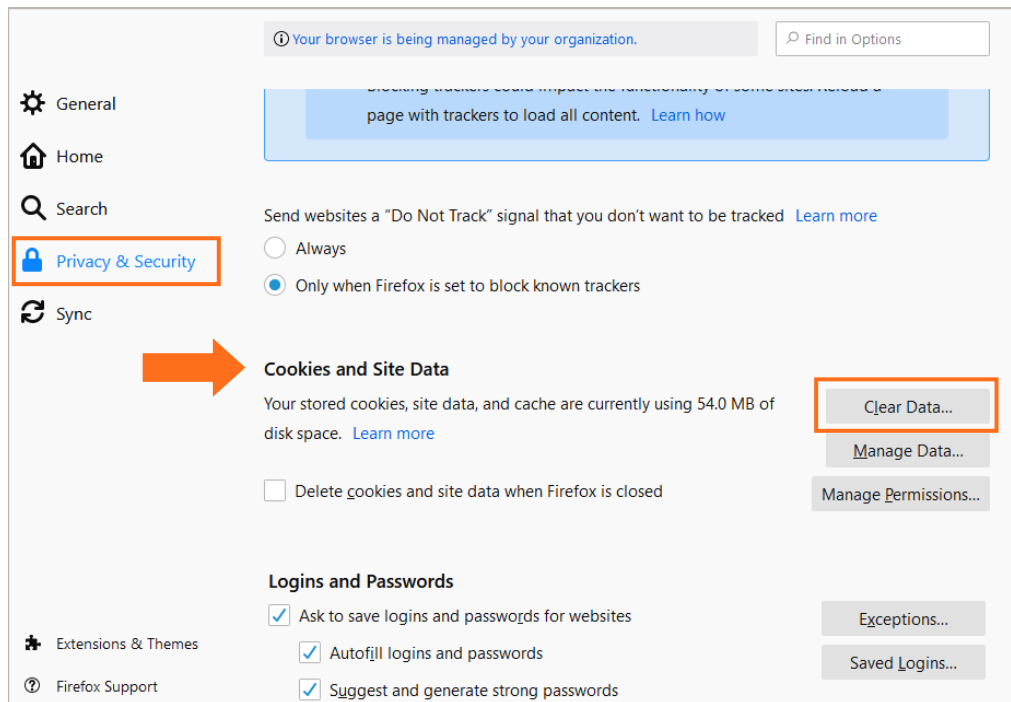2. Click **History** > **Clear history**.

4. Select the check boxes for the types of information that you want to remove. At minimum, select the **Cached data and files** check box.
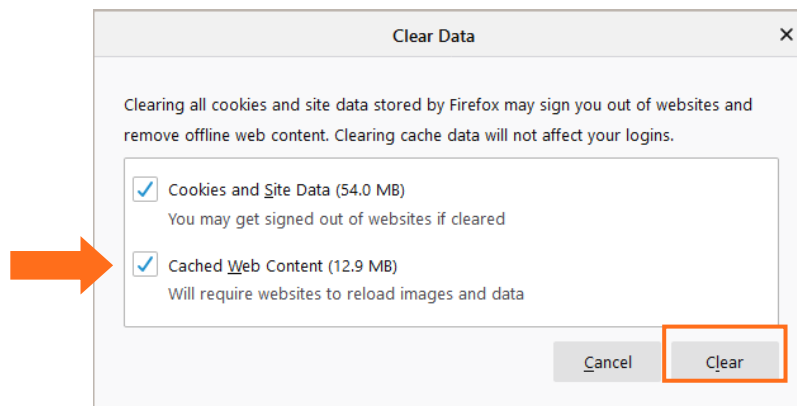5. Click the **Clear** button.

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Firefox (Win)

1. Click the three bar menu, [≡], in the top right corner of the browser window. Then click **Options**.
2. Select **Privacy & Security**.
3. Scroll down to the **Cookies and Site Data** section.
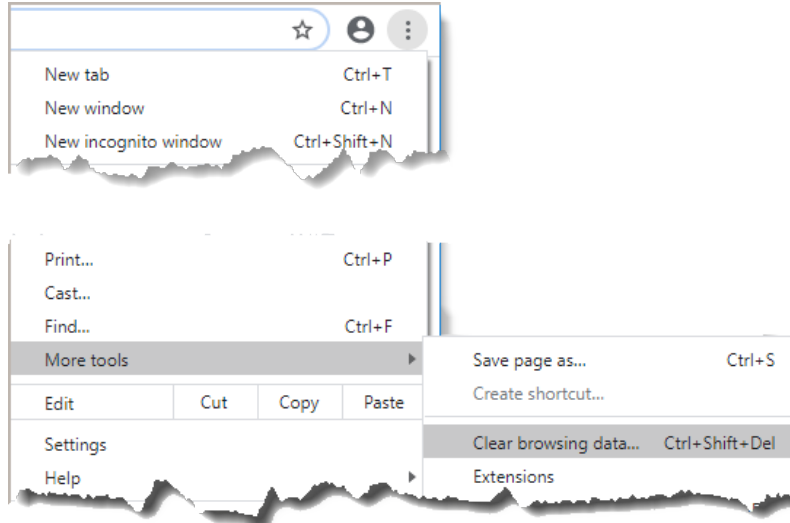4. Click the **Clear Data** button.

5. Select the check boxes for the types of information that you want to remove. At minimum, select the **Cached Web Content** check box.
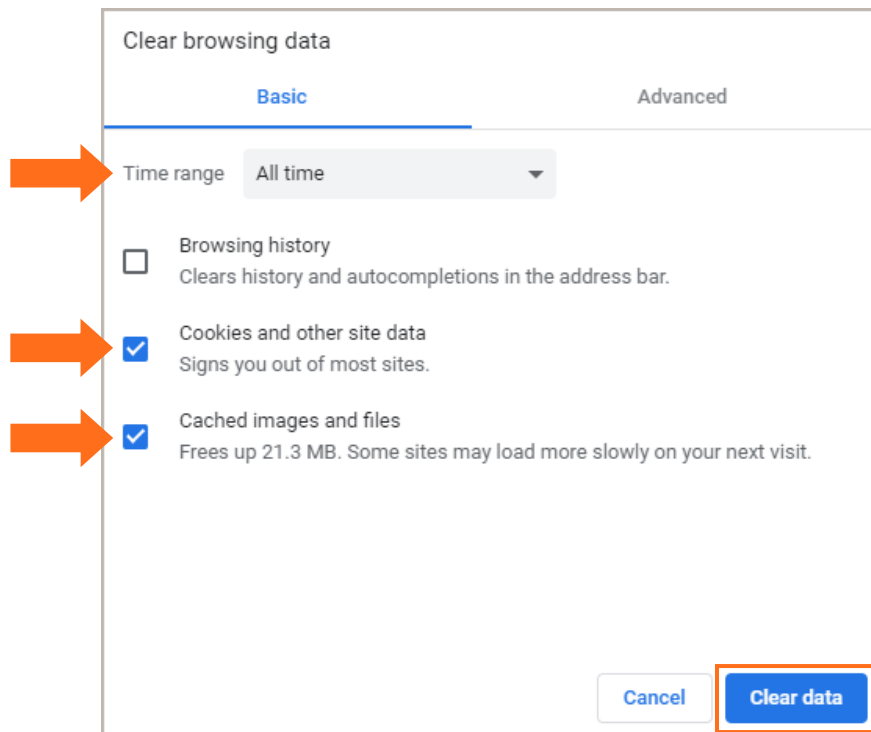6. Click the **Clear** button.

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Chrome (Win)

7. Click the three dot menu icon, [⋮], in the top right corner of the browser window.

8. Click **More tools** > **Clear browsing data**.

9. Select the **Time range**.

10. Select the check boxes for the types of information that you want to remove. At minimum, select the **Cached images and files** check box.

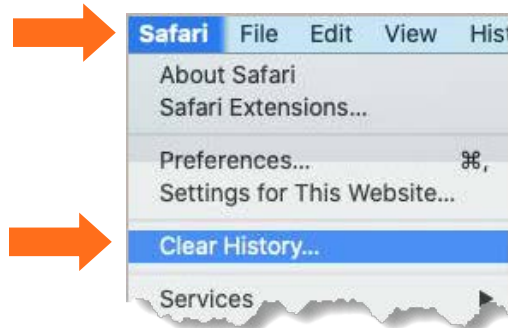11. Click the **Clear data** button.
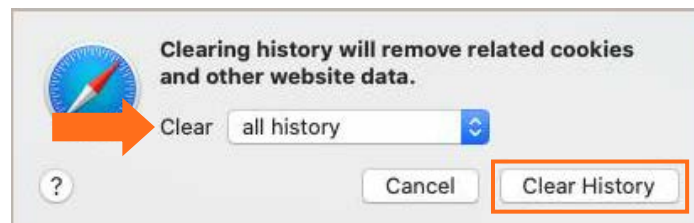
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Safari (Mac)

Clear all browser data, including cache, history and cookies:

1. Click on **Safari** > **Clear History**.

2. Select how much history to clear on the **Clear** drop down menu.
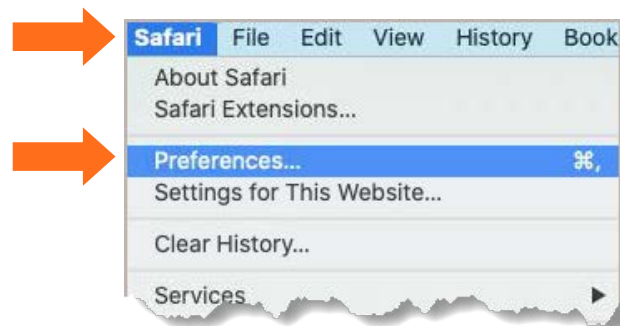3. Click the **Clear History** button.

Clear cache only:

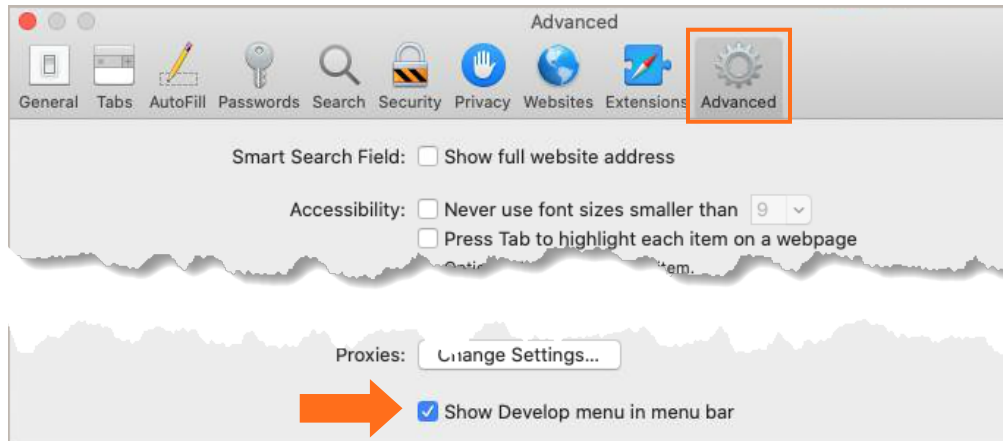1. Make sure the **Develop** menu is available in the menu bar.

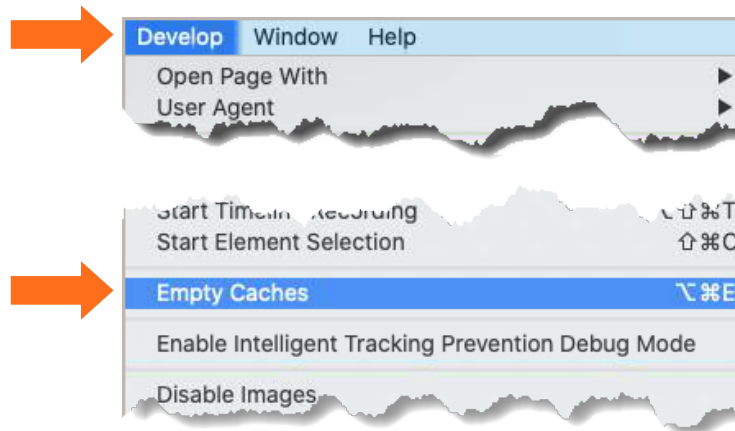2. If the Develop menu is missing from the menu bar, click **Safari** > **Preferences**.

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Safari (cont'd)

3. In the **Preferences** window, click the **Advanced** tab and make sure the **Show Develop menu in menu bar** checkbox is selected.

4. Select **Develop** in the menu bar on the top of the screen and click **Empty Caches**.
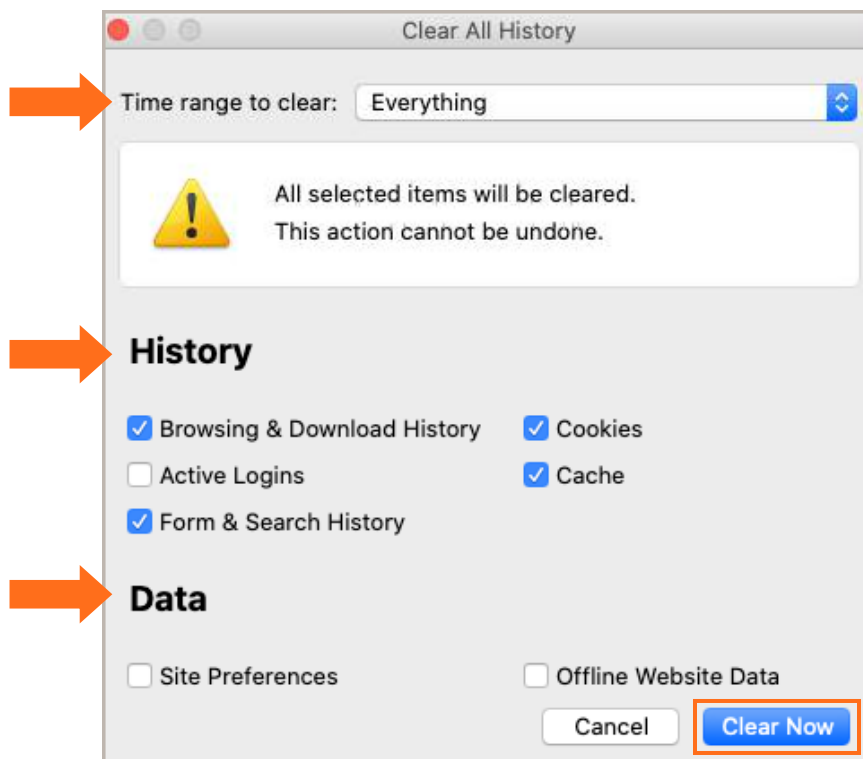
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Firefox (Mac)

1. In the menu bar, click **History** > **Clear Recent History…**.

2. Select the check boxes for the types of **History** and **Data** that you want to remove. At minimum, select the **Cache** check box.
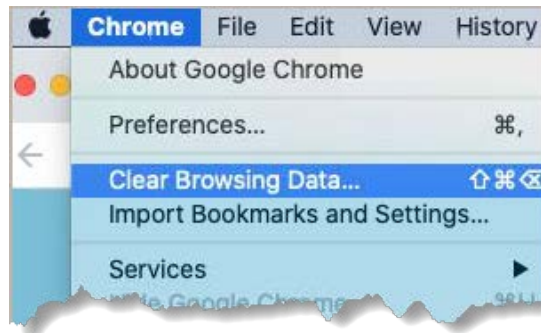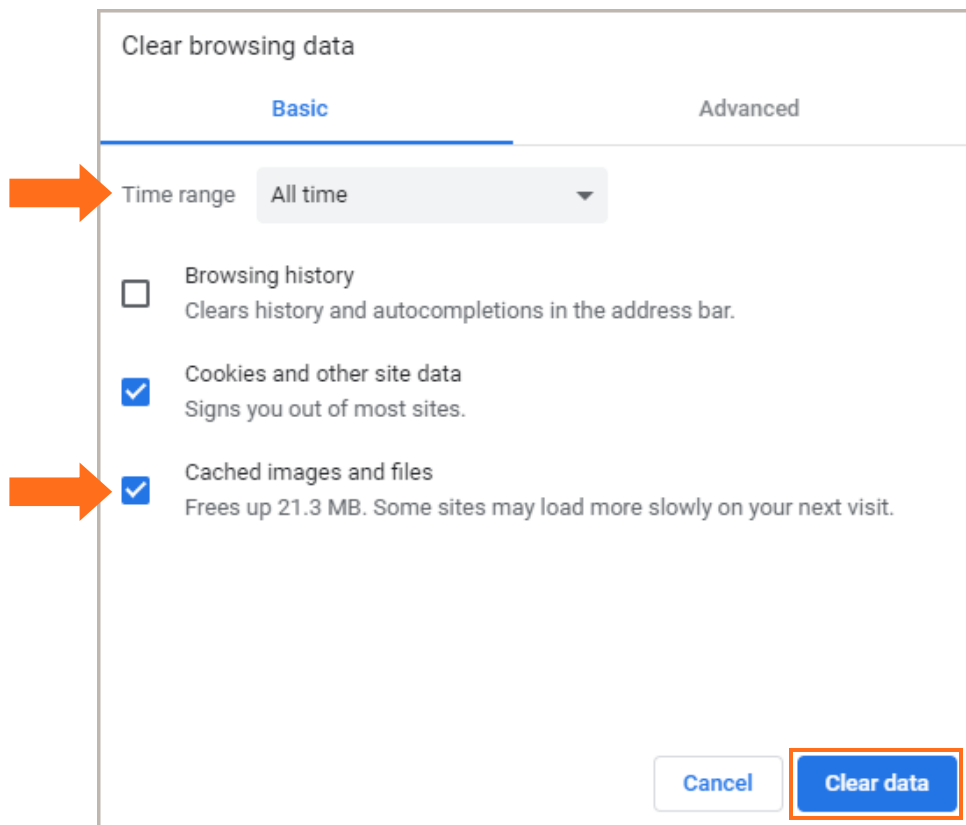
3. Click the **Clear Now** button.

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Chrome (Mac)

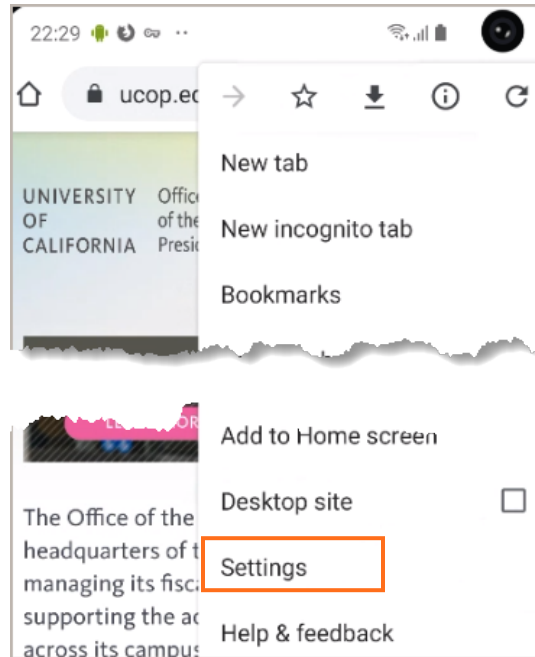1. In the menu bar, click **Chrome** > **Clear Browsing Data…**.

2. Select the **Time range**.
3. Select the check boxes for the types of information that you want to remove. At minimum, select the **Cached images and files** check box.
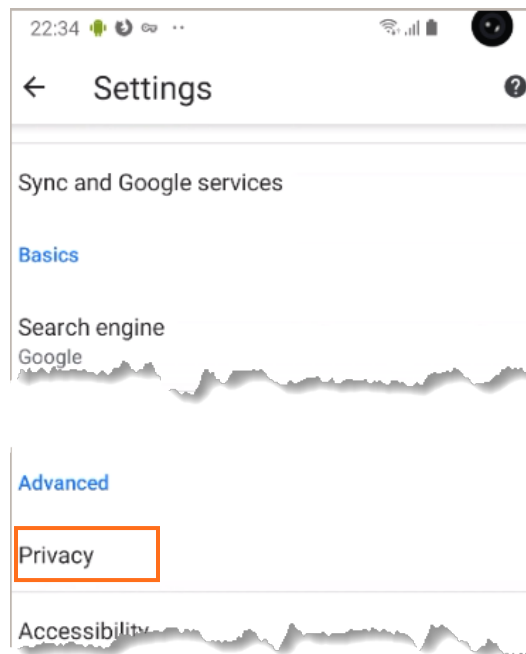4. Click the **Clear data** button.

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Android

1. Open your Chrome browser and click the three dot menu icon, [⋮], in the top right corner.
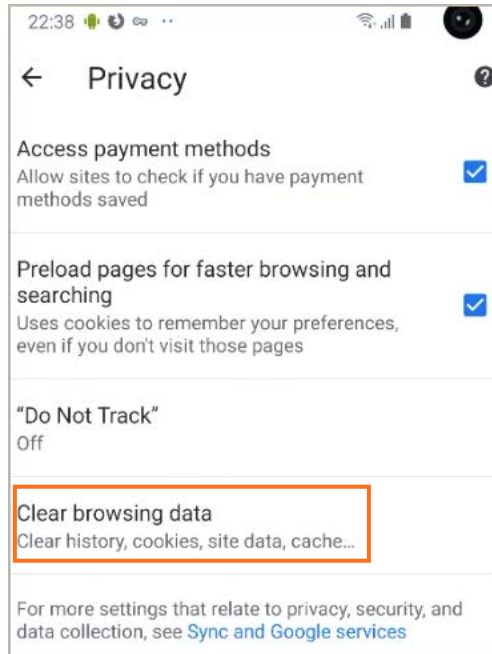2. Select **Settings**.

3. Scroll down to select **Privacy**.
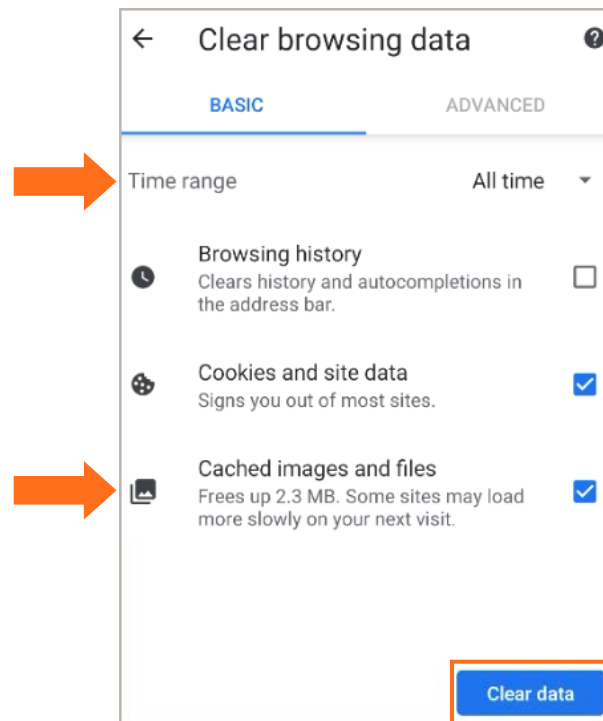
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Android (cont'd)

4. Select **Clear Browsing Data**.

5. Select the check boxes for the types of information that you want to remove. At minimum, select the **Cached images and files** check box.
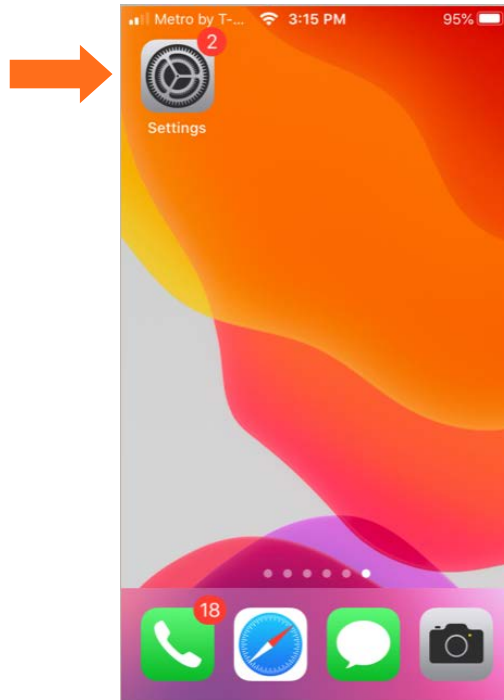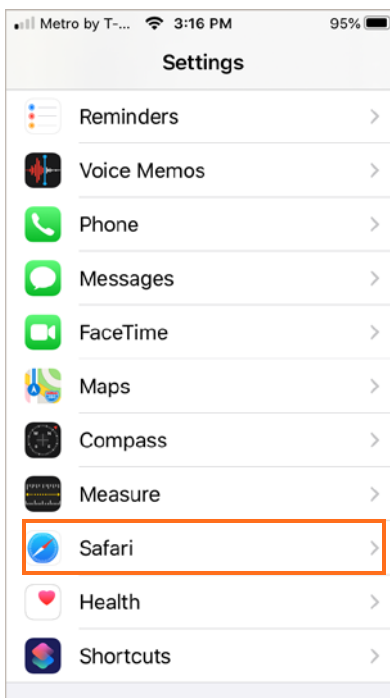
6. Tap the **Clear data** button.

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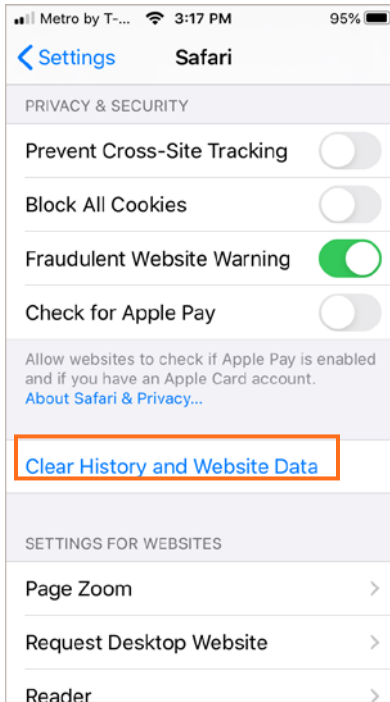
iOS

1. Tap the **Settings** icon on the home screen.

2. Scroll down and to select **Safari**.

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iOS (cont'd)

3. Under the 'Privacy' section of the Safari screen, tap the button labeled **Clear History and Website Data**.

4. On the confirmation screen, tap **Clear History and Data**.