

**To clear the browser history (including cookies and cache) in Microsoft Edge follow the simple steps below – THIS SHOULD BE PERFORMED ON A WEEKLY BASIS!!**

1. Step 1 – Click the star icon with lines through it in upper right corner
2. Step 2 – Click History
3. Step 3 – Click Clear History
4. Step 4 - Click Clear
5. Step 5 – Wait for process to complete