# Cache, Cookie and Pop-Up Settings on Google Chrome / Microsoft Edge

#### **Clearing Cache**

Take the following steps to clear cache in Google Chrome:

- 1. Close fully out of the browser
- 2. In the top-right corner of Chrome, click the Chrome menu (3 dots).
- 3. Click Settings.
- 4. Scroll down to the Privacy and Security Section.
- 5. Click Clear browsing data at top of Privacy and security section.
- 6. At the Time range drop-down box, select All time.
- 7. Make sure the option Cached images and files is checked and remove all other checkmarks.
- 8. Click Clear data.
- 9. Close the Settings tab

## **Enabling Cookies**

Take the following steps to enable cookies in Google Chrome:

- 1. In the top-right corner of Chrome, click the Chrome menu.
- 2. Click Settings.
- 3. Click Privacy and security.
- 4. Click Site Settings.
- 5. Click Cookies and site data.
- Check if Third Party Cookies are allowed. Note: If user does not want to enable all cookies please add sites to Allow list below.
- 7. Close the Settings tab.
- 8. Exit and re-launch the browser.

## **Deleting Cookies**

Take the following steps to delete a specific cookie in Google Chrome:

- 1. In the top-right corner of Chrome, click the Chrome menu.
- 2. Click Settings.
- 3. Click Privacy and security.
- 4. Click Cookies and other site data.
- 5. Click the arrow next to See All cookies and site data section to view the listing of the cookie files.
- 6. Click into Search cookies field to right of All cookies and site data.
- 7. Confirm all cookies listed below search pertain to Lexis.
- 8. Click Remove All Shown under the search box.
- 9. Close the Settings tab.

### Add to Pop-Up Blocker Settings

Take the following steps to modify pop-up blocker settings in Google Chrome:

- 1. In the top-right corner of Chrome, click the Chrome menu.
- 2. Click Settings.
- 3. Click Privacy and security.
- 4. Click Site Settings.
- 5. Click Pop-ups and redirects.
- 6. Review the Default Behavior option, if set to Don't allow sites to send pop-ups or redirects(recommended) then pop up blocker is enabled.
- 7. Click Add to the right of Allowed to send pop-ups and use redirects.
- 8. Close the Settings tab.
- 9. Exit and re-launch the browser.