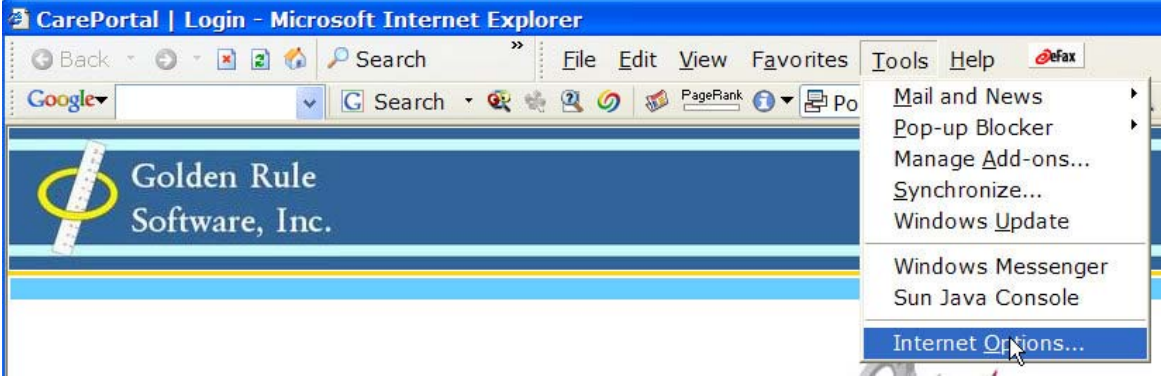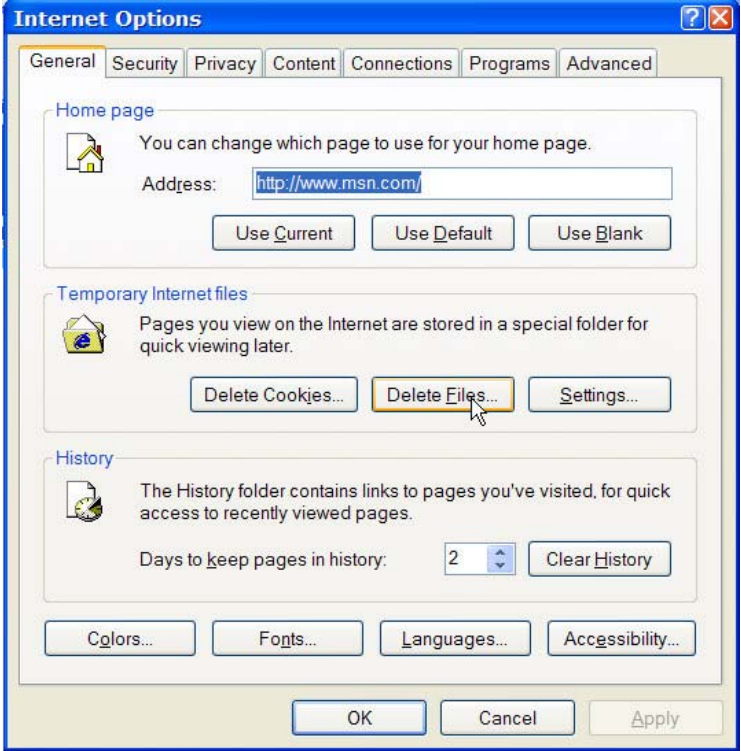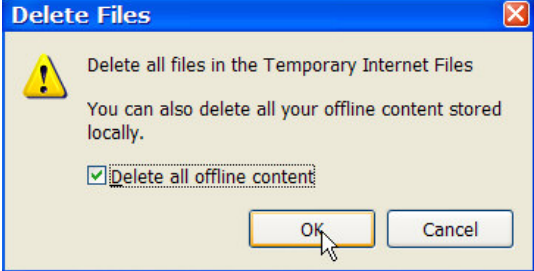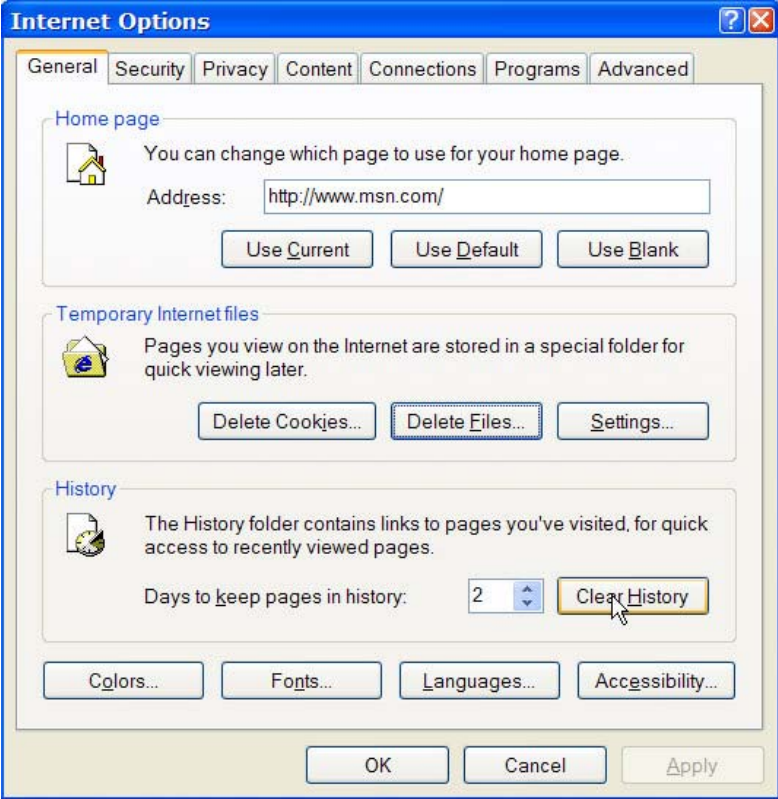# Instructions to clear history in Microsoft Internet Explorer

Action / Instruction	Screen Shot
1. Prior to logging into CarePortal™, select TOOLS / INTERNET OPTIONS	
2. In Temporary Internet Files section, click [Delete Files]	

Action / Instruction	Screen Shot
3. In Delete Files message box, check 'Delete all offline content' then click [OK]	
4. In History section, click [Clear History]	

Action / Instruction	Screen Shot
5. In Internet Options message box, click [Yes]	**Internet Options** ❌ ❓ Are you sure you want Windows to delete your history of visited Web sites? [Yes] [No]