**NOTE**: At the time of this tutorial, the version of iOS was 12 (Nov 2019). If you have a newer version, and these instructions do not work, please email the Help Desk. We'll work on locating an iPad so we can update the screenshots.

To clear the cache on your iPads, follow these instructions.

First, find the Settings icon on your home screen and select it.



Next, follow these steps.

- 1. In the left pane, scroll down to "Safari" and select it to edit the settings for the Safari app.
- 2. After selecting Safari, scroll the right pane until you get to the "Clear History and Website Data" option and select it.
- 3. Click the Clear button on the confirmation pop-up.



Please contact the Help Desk if you have any issues after trying these steps.