KENNESAW STATE UNIVERSITY
OFFICE OF FISCAL SERVICES

How To
Clear Your Browser's Cache

If you're running into odd errors or unable to log in, clearing your browser's cache may clear up the issue. Internet Explorer and Microsoft Edge do not run PeopleSoft/ePro well, please make sure to use either Chrome or Firefox. If you have any question, please submit a service request via service.kennesaw.edu/ofs.
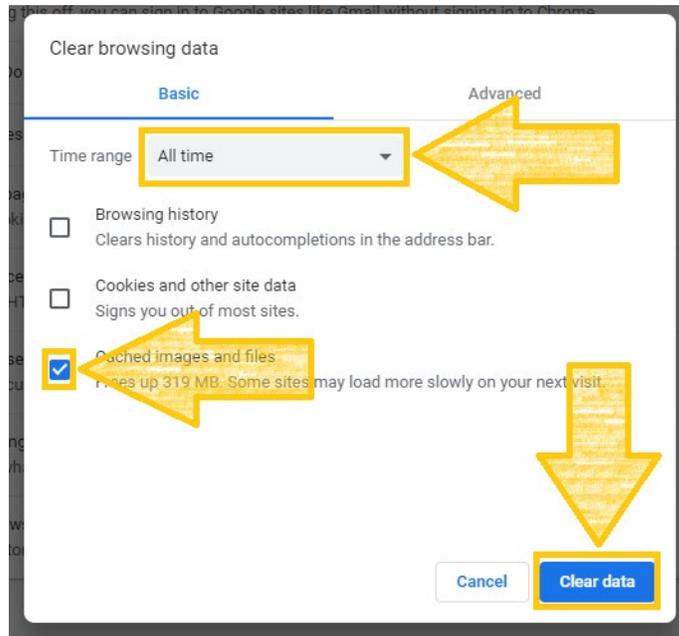
Chrome

1. At the top right of your Chrome browser, click the **three vertical dots** and select **Settings**.
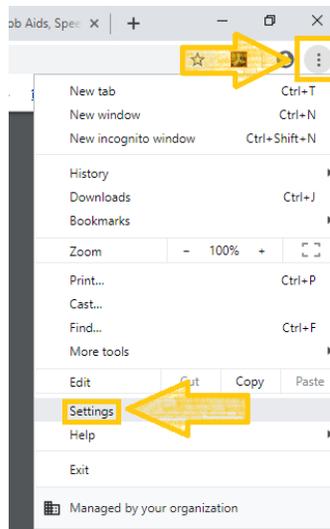
2. Search **Cache** in the settings search function. Under **Clear browsing data** you'll see **cache** highlighted, click that tab.
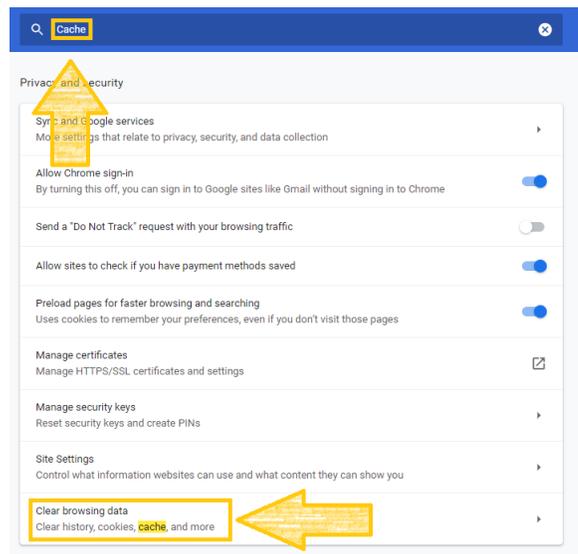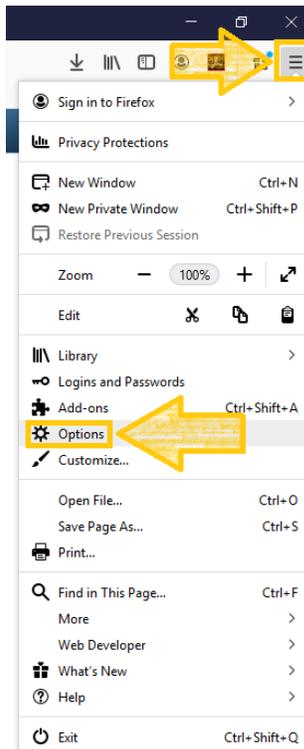
3. Select **All time** for the time range, check off **Cached images and files**, and click **Clear data**.
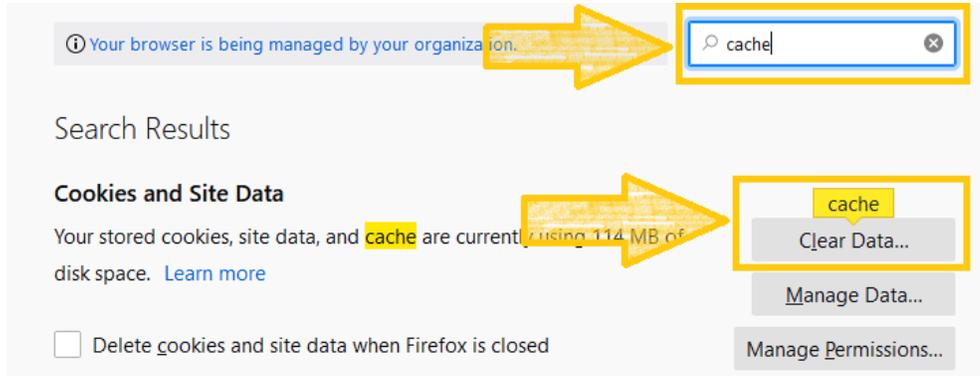

Firefox

1. At the top right of your Firefox browser, click the **three horizontal lines** and select **Options**.

2. Search **Cache** in the settings search function. Cache will be notated on the **Clear Data...** button that pops up, click the button.

3. Check off **Cached Web Content** only and click **Clear**.