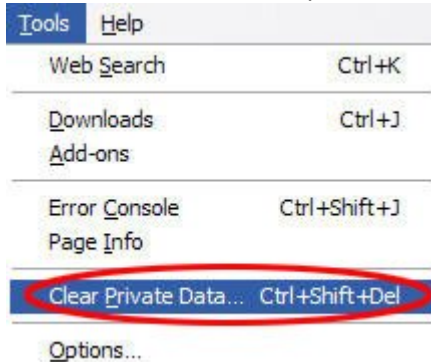


Deleting Temporary Files- Private Data in Firefox Browser

Open Firefox Browser.

Please read these instructions in its entirety before proceeding.

Select TOOLS from the top menu.



When the drop-down menu appears, scroll down and click on the *Clear Private Data* choice.



At this point, you will see the "Clear Private Data" dialog box overlaying your browser window. The user is given several options at this point regarding what types of data he or she would like to delete. If the box next to a menu option is checked, that particular data type will be cleared upon clicking the *Clear Private Data Now* button.

**It is imperative that you are aware of what each one of these choices means prior to doing anything here, or you may wind up erasing something important. The list in the following step gives a clear explanation of each item shown.

- **Browsing History:** Browsing history keeps a record of all web sites that you have visited. You can view this record by choosing *History* from the Firefox menu.
- **Download History:** Firefox's Download Manager keeps a record of every file that you download through the browser.

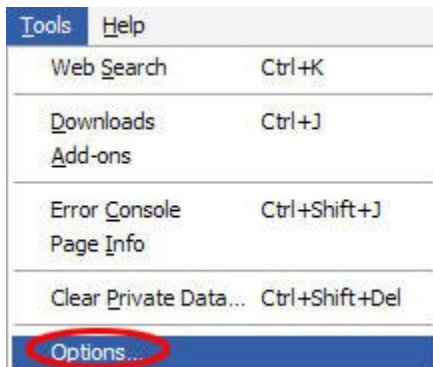
- **Saved Form and Search History:** Anytime you enter information into a form on a website, Firefox stores some of that data. For example, you may have noticed when filling out your name in a form that after typing the first letter or two your entire name becomes populated in the field. This is because Firefox has stored your name from entry in a previous form. Although this can be very convenient, it can also become an obvious privacy issue. Firefox also maintains a record of searches that you have initiated. These will also be cleared by selecting this option.
- **Cache:** Firefox uses its cache to store images, pages, and URLs of recently visited web pages. By using the cache, the browser can load these pages much faster on subsequent visits to the site by loading the images, etc. locally from the cache rather than from the web server itself.
- **Cookies:** A cookie is a text file that is placed on your hard drive when you visit certain web sites. Each cookie is used to tell a web server when you return to its web page. Cookies can be helpful in remembering certain settings that you have on a web site.
- **Offline Website Data:** HTML 5 defines a mechanism which allows Web pages to store information and pre-cached data within your browser. Depending on what information winds up being stored, this data itself can cause privacy concerns.
- **Saved Passwords:** When entering a password on a web page for something such as your email login, Firefox will usually ask if you would like for the password to be remembered. If you choose for the password to be remembered, it will be stored by the browser and then prepopulated the next time you visit that web page.
- **Authenticated Sessions:** You may have logged into a site and noticed that when you returned later you were still logged in. This is because Firefox saved your authenticated session.



Now that you understand the meaning behind each menu item, check those that you wish to be erased and be sure that any items you wish to keep intact are unchecked. Once you are ready, click *Clear Private Data Now* and all of the item types that you selected will be cleared out.

Alternate Way To Change 'Clear Private Data' Settings

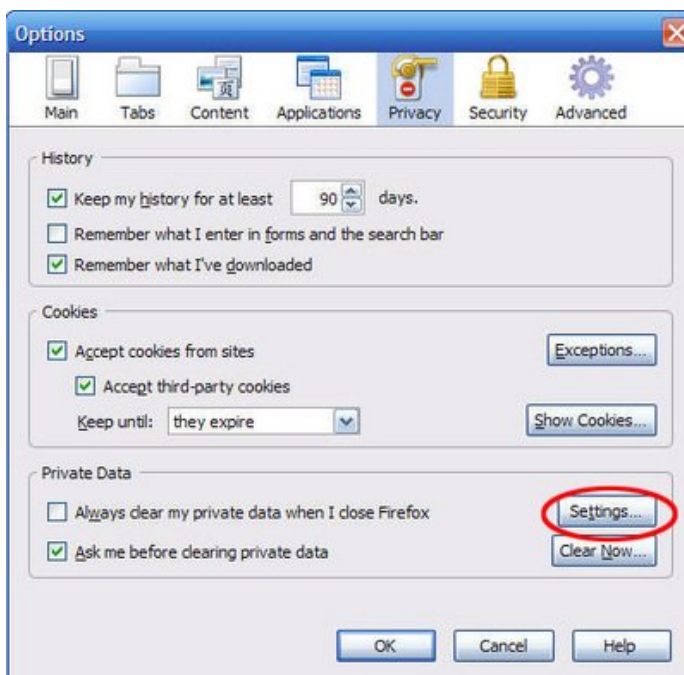
Step 1



Firefox 3 offers an alternate method for configuring and clearing your private data settings.

First, click on *Tools* in your Firefox menu located at the top of your browser. When the drop-down menu appears, scroll down and click on the *Options* choice.

Step 2

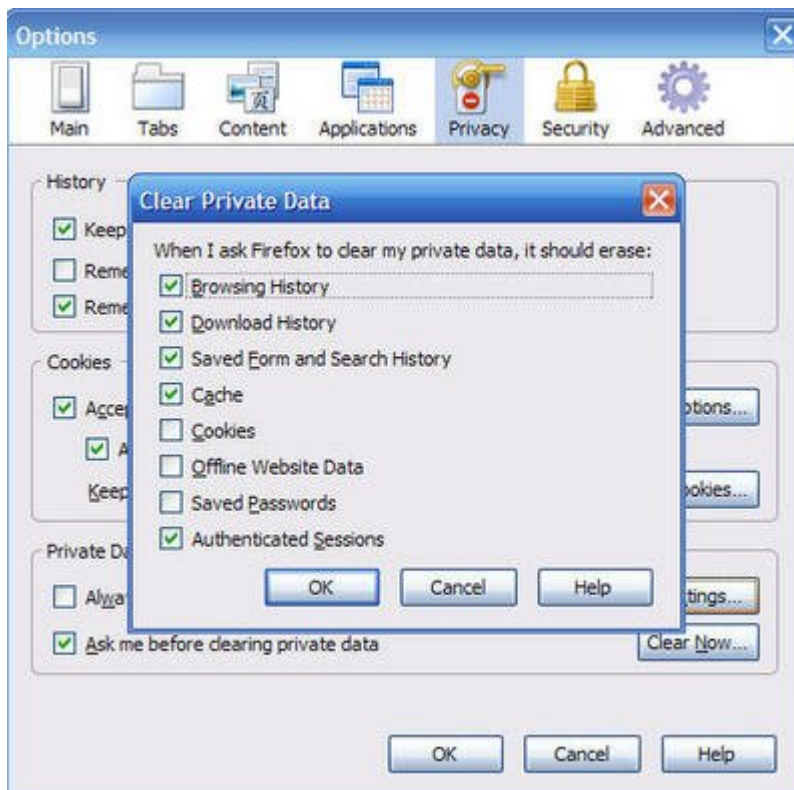


You will now see the Options menu overlaying your main browser window. First, click on the *Privacy* tab. At the bottom you will see the *Private Data* section. The first two options, accompanied by check boxes, are as follows:

- **"Always clear my private data when I close Firefox"**: This box is not checked by default. When checked, all private data options that you have configured to be cleared will be erased each and every time you close the Firefox 3 application. This option can be very useful when a browser is utilized by multiple people.
- **"Ask me before clearing private data"**: This box is checked by default. If it is not checked, your private data will always automatically be cleared whenever you select *Clear Private Data* from the *Tools* menu or hit the *Ctrl+Shift+Delete* keyboard shortcut.

Next, click the *Settings...* button, located on the bottom right hand side of the *Private Data* section.

Step 3



You will now see a "Clear Private Data" dialog box, similar to the one displayed in Step 3 of this tutorial.