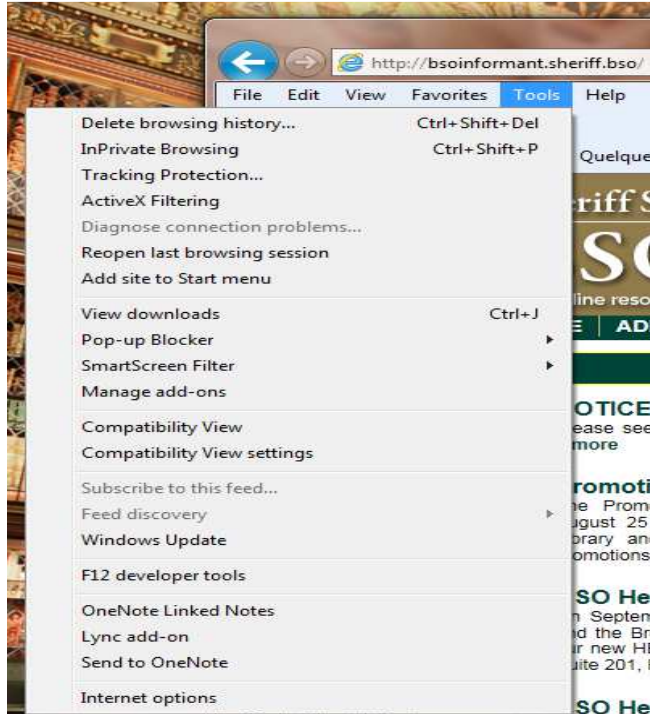


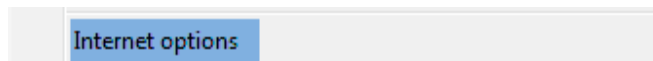
CLEARING INTERNET EXPLORER CACHE

Before you Log in PeopleSoft you must delete your Internet Explorer Cache by following the steps below:

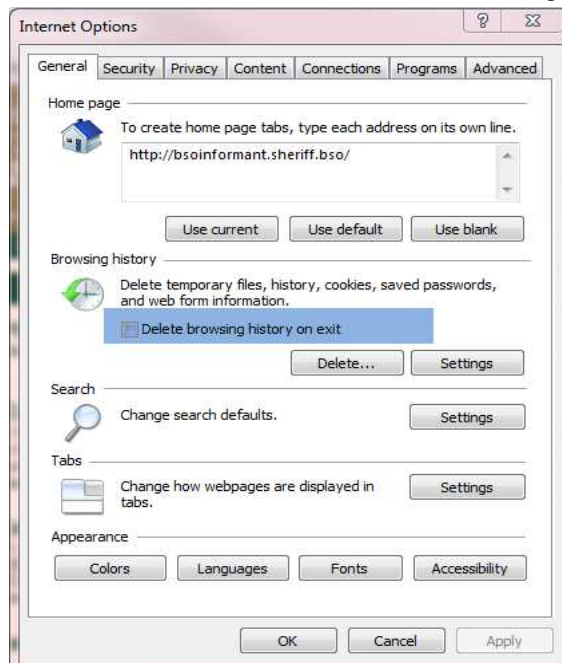
1. **Open Internet Explorer**
2. **Click Tools** from menu bar



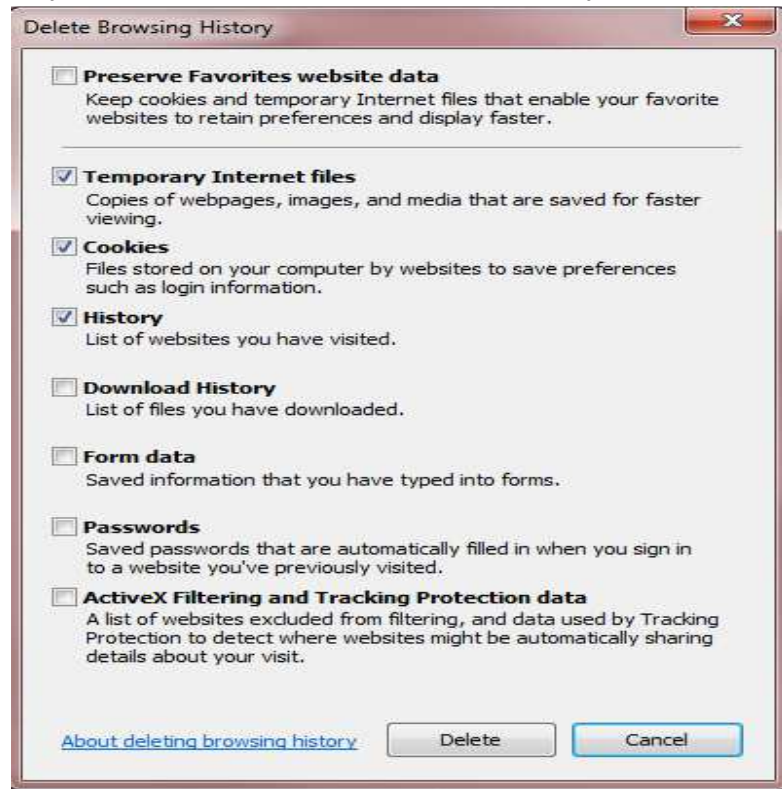
3. **Click Internet Options**



4. Under the General Tab, **Click the Delete button** under “Delete browsing history on exit”



5. Make sure “Temporary Internet Files”, “Cookies” and “History” are checked



6. Click the “Delete” button

7. Click “OK” button

8. Close the Internet Explorer Browser

9. Re-Open Internet Explorer and logon to MyBSO