

## **24 Hour Crisis Line: (812) 336-0846**

### **Cover Your Tracks**

Your Internet browser keeps a record of the web sites you have visited. It is easy to go back and see what sites the previous user has looked at. This may be of concern to you if you'd like to keep the sites you are looking at confidential. Listed below are directions on how to "clear your cache" or expunge the sites you have visited from the record, depending on the browser you are using. This information may not completely hide your tracks as many browser types have features that display recently visited sites. The safest way to find information on the Internet, would be at a local library, a friend's house, or at work.

According to the American Bar Association website, "You need to make sure that the "Use In line Auto complete" box is NOT checked. This function will complete a partial web address while typing a location in the address bar at the top of the browser."

Directions for Mozilla Firefox:

To delete your history:

- Click the TOOLS menu on top.
- Under TOOLS, select OPTIONS.
- Select the PRIVACY tab on the left.
- Select HISTORY and click on the CLEAR button.
- Click on the OK button to close the window.

To uncheck the AUTO FORM FILL-IN INFORMATION:

- Click the TOOLS menu on top.
- Under TOOLS, select OPTIONS.
- Select the PRIVACY tab on the left.
- Select SAVED FORM INFORMATION and click the CLEAR button.
- Uncheck the "Save information I enter in webpage forums and the Search Bar."
- Click on the OK button to close the window.

You may also want to do the same with SAVED PASSWORDS. Follow the instructions above but instead of selecting the HISTORY or SAVED FORM INFORMATION, select SAVED PASSWORDS.

Directions for Internet Explorer version 6.0:

To delete your history:

- Click on the TOOLS menu on top.
- Select INTERNET OPTIONS.
- Under the General tab, select CLEAR HISTORY.

You may also want to delete your TEMPORARY INTERNET FILES. Select DELETE FILES also under the General tab.

To uncheck the AUTO FORM FILL-IN INFORMATION:

- Click the TOOLS menu on top.
- Under TOOLS, select OPTIONS.
- Select the CONTENT tab on top.
- Under PERSONAL INFORMATION, select AUTOCOMplete.
- Uncheck the boxes under USE AUTOCOMplete FOR.
- Also click on the CLEAR FORMS and CLEAR PASSWORDS to erase any existing passwords.

- Click on the OK button to close the window.

Directions for Netscape version 8.0.2:

To delete your history:

- Click on the TOOLS menu on top.
- Select the PRIVACY tab on the left.
- Check the box marked CLEAR MY TRACKS ON EXIT to delete all web information about where you have been, what you have done, etc.
- Also click the CLEAR ALL button next to it.

You may also want to consider deleting any auto fill forms under the FORM FILL tab on the left.

- Under the FORM FILL tab on the left, select the PASSCARDS tab.
- In the PASSCARDS tab, select the PASSCARDS tab.
- There should be a REMOVE ALL button on the bottom.
- Click on the REMOVE ALL box to remove any auto filled form.
- Click the OK button on the bottom when you are finished.