WEBSITE COMPASS

TUTORIAL:

SETTING YOUR COOKIE PREFERENCES

Using Internet Explorer 6 in Windows XP Home Edition

- STEP 1. With Internet Explorer open, click on the "Tools" menu and then select "Internet Options" from the drop-down menu.
- STEP 2. Click on the "Privacy" tab in the Internet Options window.
- STEP 3. In the "Settings" section, click and drag the slider to the level of privacy settings you'd like for your cookies. A description of each level is provided to the right of the slider.
- STEP 4. Click the "Sites" button.
- STEP 5. The Per Site Privacy Actions window allows you to block and allow cookies on a per site basis. To either block or allow a specific site's cookies, type the name of the website in the "Address of Web site" field and then click the "Block" or "Allow" button. (Sites that you visit frequently are good sites to allow.)
- STEP 6. When finished blocking or allowing sites, click the "OK" button to close the Per Site Privacy Actions window
- STEP 7. Click the "Advanced" button in the Privacy tab.
- STEP 8. In the Advanced Privacy Settings window, set whether Internet Explorer accepts, blocks, or prompts you when first and third party cookies are attempted to be placed on your computer. Do this by clicking the "Accept," "Block," or "Prompt" buttons.
- STEP 9. Click "OK" to close the Advanced Privacy Settings window.
- STEP 10. Click "OK" to close the Internet Options window.

TUTORIAL:

DELETING COOKIES

Using Internet Explorer 6 in Windows XP Home Edition

- STEP 1. With Internet Explorer open, click on the "Tools" menu and then select "Internet Options" from the drop-down menu.
- STEP 2. TO DELETE ALL COOKIES ON YOUR COMPUTER: Under the "General" tab in the "Temporary Internet Files" section, click on the "Delete Cookies" button.
- STEP 3. TO DELETE INDIVIDUAL COOKIES ON YOUR COMPUTER: Under the "General" tab in the "Temporary Internet Files" section, click on the "Settings" button.
- STEP 4. Click on the "View Files" button in the "Settings" window.
- STEP 5. Click on the "Type" category header to sort your temporary Internet files so that all of your cookies will be listed together.
- STEP 6. Scroll down the temporary Internet file list until you see a group of files that begin with "Cookie:" Click on the name of the cookie(s) you want to delete and press the "Delete" key on your keyboard.
- STEP 7. Click the "Yes" button in the warning box to finish deleting the cookie(s).
- STEP 8. Close all your the open dialog box windows to return to your browser window.

