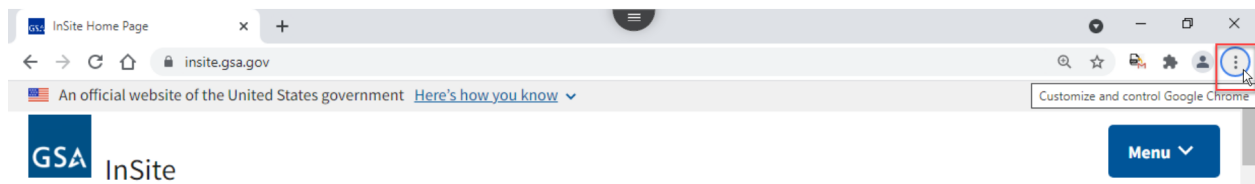# Clearing the Chrome Cache
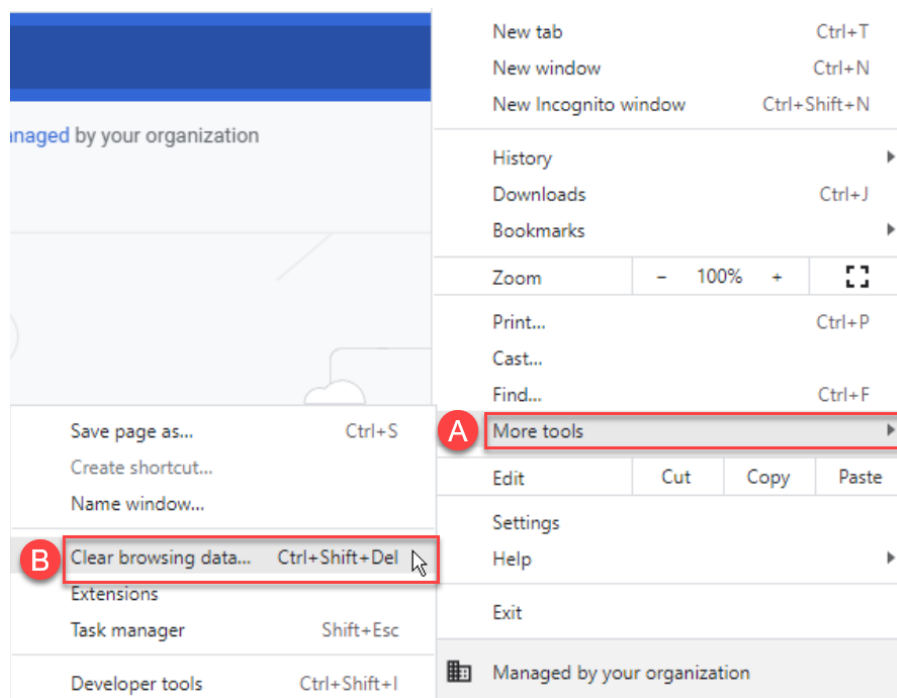
Follow this job aid to learn how to clear the cache for Google Chrome. This can resolve appearance and performance issues with HR Links.

Clear the Cache in Google Chrome

1. Sign out of HR Links if you are in it.

2. Select the **Customize and control Google Chrome** icon (3 dots) in the upper right corner of the Chrome window.
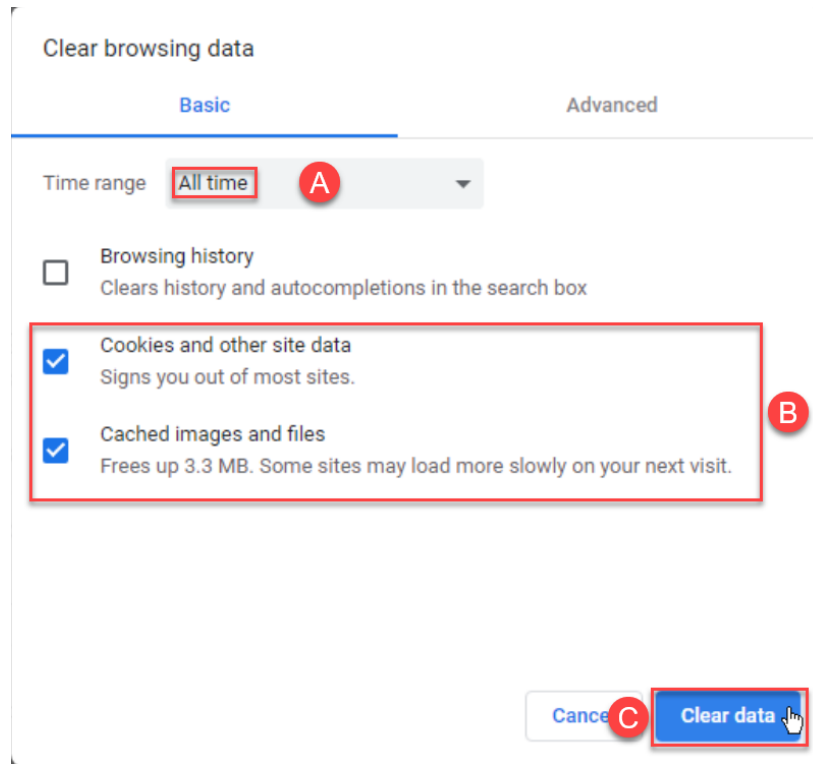

3. The Settings menu is displayed.
   a. Select **More Tools**

   b. Select **Clear browsing data...**

4. The **Clear browsing data** dialog box is displayed.

a. Select **All Time** from the Time Range drop-down.
b. Select the **Cookies and other site data** and **Cached images and file** checkboxes.
c. Select the **Clear data** button.

5. Close all Google Chrome, Microsoft Edge, and Microsoft Internet Explorer application windows using the **X** button in the upper right corner.

Questions?

Check out our complete library of job aids, videos, and training courses! You can search based on your role (employee, supervisor, timekeeper) or by topic (time and leave, telework, benefits, performance).

If you still have questions, contact the following:

- **Issues with Single Sign On (SSO):** GSA IT Service Desk at 866-450-5250 or ITServiceDesk@gsa.gov
- **Time and Attendance:** your Timekeeper or Time Administrator
- **Benefits:** the Benefits and Retirement Center
- **Performance Management:** the HR performance team
- **Need a new labor code in HR Links**: Contact your regional Labor Admin
- **All other HR Questions contact your servicing HR Office:**
    - PBS HR Service Center
    - FAS HR Service Center
    - Staff Office HR Service Center
    - Executive Resources HR Service Center