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Resources

[Safety](#)[Pressroom \(web\)](#)[Ask the CEO](#)[CEO Forum](#)[Employee Recognition](#)[Employee Activities](#)[Metro Projects](#)[Facts at a Glance \(web\)](#)[Archives](#)[Events Calendar](#)[Research Center/Library](#)[Metro Classifieds](#)[Bazaar](#)

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[Web Tips 101] by Vivian Tran



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How to remove old web addresses from the drop-down menu at the top of the web browser

(Oct. 23, 2008) A quick note of thanks to everyone for bringing up an interesting topic for this week's Web Tips 101 column: How can you remove old web addresses from the drop-down menu at the top of your web browser?

Each time you visit a website, the web address appears in your Internet Explorer address bar. This web address or URL typically is saved in the web browser's history and will appear in the dropdown list. Over time, this drop-down list can grow very long and annoying with never-to-be-used again addresses. It's a good rule of thumb to periodically delete these entries.

You easily can delete these entries by selecting a few entries at a time or by clearing the entire list. Here's how:

Step 1: Open your web browser, then hit Ctrl + H. A panel of various web addresses will appear. Scroll through the history.

Step 2: Select URLs in the list that you want to delete. Then press the Delete button.

Step 3: If you want to delete all the old web addresses, go to the green Start button on the bottom left of your desktop.

Step 4: Find the Control Panel option, and double-click on Internet Options.

Step 5: A window called Internet Properties will appear. Make sure the "General" tab is selected.

Step 6: Click the "Clear History" button in the History box, then hit OK when prompted to delete all items in your history folder.

Step 7: Click OK at the bottom of the General box to exit.

"Web Tips 101" is a weekly column to provide basic and useful information that will help improve your interactive Web experience.

