

# Browser Settings for Google Chrome

WINNIE TRAINING – UPDATED FEBRUARY 2026

## Table of Contents

Browser Settings for Google Chrome .....	1
Set default browser to Google Chrome .....	2
Ensure WINNIE login not saved to browser.....	2
Verify login not saved .....	2
Remove saved login .....	2
Option to turn of auto-save feature .....	3
Clear browser cache.....	3
Bookmark WINNIE login page.....	3
Add favorites bar.....	3
Add WINNIE to favorites bar.....	3
Set zoom preference.....	4
Allow pop-ups in WINNIE.....	4
Ensure downloads are deleted daily.....	4
Ensure browser downloads to downloads folder .....	4
Option 1 .....	5
Option 2 .....	5
Open the developer console.....	6
Revisions .....	6

## Set default browser to Google Chrome

- Click the *Search* field on your computer's taskbar, type **Default apps** into the search bar.
- Click on **Default apps**, which will display at the top of the left panel.
- Scroll to find the Web Browser.
- If Google Chrome displays beneath Web Browser, it is already your default browser. If another browser displays, click the browser button.
- The *Choose an app* modal displays.
- Click the **Google Chrome** button.



Google Chrome

OR

- Open Google Chrome
- If Google Chrome isn't your default browser, a bar will display with a **Set as Default** button. Click it.

## Ensure WINNIE login not saved to browser

When logging in for the first time or with a new password...

- The *Saved password* message automatically displays.
- Click the **Never** button.

## Verify login not saved

To verify your username and password haven't been saved to the browser...

- Click the **ellipses** icon in the top right corner of the browser.
- Select **Settings** from the menu.
- Select **Autofill and passwords** from the left panel on the *Settings* page.
- Click the **Google Password Manager** button under Autofill in the panel on the right.
- Scroll to the bottom and verify a URL with "mnwic" displays in the Never Saved list.

## Remove saved login

If your username and password are default populated on the WINNIE login page, which means they have been saved to the browser...

- Scroll through the Saved Passwords list to find the URL with "mnwic" in it.
- Click the **ellipses** in that row.

- Select **Remove**.

## Option to turn of auto-save feature

You can choose to toggle off **Sign in automatically**.

- Select **Settings** on the left sidebar.
- Toggle off **Sign in automatically**.

**NOTE!** This will remove the auto-login features for **all sites** visited.

## Clear browser cache

- Click the **ellipses** icon in the top right corner of the browser.
- Select **Settings** from the menu.
- Select **Privacy and security** from the left sidebar.
- Click the **Clear browsing data** button on the right side of the page.
- Click the **More** button.
- Select **All time**.
- Ensure the following checkboxes are checked:
  - Browsing history.
  - Cookies and other site data.
  - Cashed images and files.
  - Download history.
- Click the **Delete from this device** button.
- Close the **Settings** browser tab.


## Bookmark WINNIE login page

### Add favorites bar

- Click the **ellipses** icon in the top right corner of the browser.
- Click **Bookmarks and lists**.
- Select **Show bookmarks bar**.

### Add WINNIE to favorites bar

- Login into WINNIE and select your Location.

- Once on the Module Launcher page...
  - Click and drag the View site information icon  to the left of the URL to the desired position on your Favorites bar.
  - Right click on the new WINNIE Module Launcher button.
  - Select **Edit**.
  - In the *Name* field, delete the words “:Module Launcher”.
  - In the *URL* field, delete the forward slash (/) and word “module”.
  - Click the **Save** button.

## Set zoom preference

- Click the **ellipses** icon in the top right corner of the browser.
- **Zoom** displays mid-way down in the menu.
- Select the minus sign (-) to make the percentage smaller and decrease the size of the contents on the page. Click the plus sign (+) to make the percentage larger and increase the size of the contents on the page.

## Allow pop-ups in WINNIE

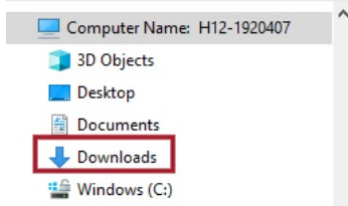
- Click the **ellipses** icon in the top right corner of the browser.
- Select **Settings**.
- Select **Privacy and security** from the left sidebar.
- Click the **Site settings** button under *Privacy and security* on the right side of the page.
- Scroll down to **Pop-ups and redirects**. Click the button.
- Scroll down to the *Customized Behaviors* section.
- Click the **Add** button to the right of *Allowed to send pop-ups and use redirects*.
- Type the WINNIE URL into the Site field: <https://appwinnie.mnwic.net>
- Click the **Add** button.
- The WINNIE URL will display under *Allowed to send pop-ups and use redirects*.
- Close the **Settings** browser tab.

## Ensure downloads are deleted daily

### Ensure browser downloads to downloads folder

- Click the **ellipses** icon in the top right corner of the browser.

- Select **Settings**.
- Select **Downloads** from the left sidebar.
- Verify the Location is the Downloads folder. If not, click the Change button, select Downloads in the left panel of the Location modal, and click the Select Folder button.




- Ensure *Ask where to save each file before downloading* is toggled off. If not, toggle it off.
- Close the browser tab.

## Option 1


- Install the Download and Recycle Bin Script.
  - This is required for any agencies using state-owned computer that access Mobile Management or WINNIE.
  - It automatically deletes downloaded files that may have private data from the Downloads folder and the Recycle Bin daily.
  - Instructions: [Installing the Download and Recycle Bin Script](https://www.health.state.mn.us/docs/people/wic/localagency/winnie/scriptinstall.pdf) (<https://www.health.state.mn.us/docs/people/wic/localagency/winnie/scriptinstall.pdf>)

## Option 2

- Manually delete downloaded files from the Downloads folder.
  - Click the **Explorer** icon  on the taskbar.
  - Click on **Downloads** in the left panel.
  - Select the files to be deleted (CTRL + A will select all).
  - Click the **garbage can icon** or **X** icon.
  - If a confirmation message displays, click **Yes**.
  - Type **Recycle Bin** in the *Search* field on your computer's taskbar.
  - Select **Recycle Bin** at the top of the left panel.
  - Click the **Empty Recycle Bin** button if it displays. If not, click **Recycle Bin Tools** under *Manage* on the toolbar, then click the **Empty Recycle Bin** button.

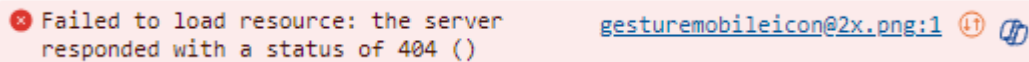
## Open the developer console

The Developer Console can assist the MN Help Desk in identifying an issue in the WINNIE Code. You can open it with a hot key: CTRL + SHIFT + i or...

- Click the **ellipses** icon in the top right corner of the browser.
- Click **More tools**.
- Select **Developer tools**.
- Click on **Console** on the toolbar .

Generally, you will be looking for a red error.

Example:




You can use the Snipping Tool to print screen the error.

- Click the **Search** icon on the taskbar.
- Type **snip**.
- Snipping Tool will display at the top of the left panel. You can right-click on it and select Save to Taskbar to have the Snipping Tool always available. If you do that, click the icon on your taskbar.



OR

If you don't want it saved to your taskbar, click on Snipping Tool.

- The *Snipping Tool* floating toolbar opens.
- Click the **Mode** dropdown.
- Verify **Rectangular Snip** is selected. If not, click on it.
- Click the **New** button.
- Click and drag over the red error to capture a print screen of it.
- The *Snipping Tool* modal will open with the print screen displayed.
- Click the **Save** icon  if you want to save it somewhere on your computer OR CTRL + V to paste it to a document.
- Click the **X** to close the *Snipping Tool* modal.

## Revisions

February 2026 – updated/verified general information.

July 2024 – original.

## BROWSER SETTINGS FOR GOOGLE CHROME

Minnesota Department of Health - WIC Program, 625 Robert St N, PO BOX 64975, ST PAUL MN 55164-0975; 1-800-657-3942, [health.wic@state.mn.us](mailto:health.wic@state.mn.us), [www.health.state.mn.us](http://www.health.state.mn.us); to obtain this information in a different format, call: 1-800-657-3942.

*This institution is an equal opportunity provider.*