## **Advanced Business Manager Pty Ltd**



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## Support Bulletin # 88 Windows 7 Date Formats

## <u>Issue</u>

Operating System is Windows 7

The regional date/time settings have been changed via Control Panel \ Region and Language settings in Windows 7 to English Australian format dd/mm/yyyy, but ABM still shows in English American (or other original setting) date/time format of mm/dd/yyyy.

## Resolution

You must trigger a 'RESET' to the date / time change in addition to making the changes.

- 1. From the Control Panel Select Clock Language and Region Settings
- 2. Under the Region and Language heading click Change Date, Time, or Number format link
- 3. Verify Format is English Australian
- 4. Verify Date format is mm/dd/yyyy
- 5. Click on Additional Settings button at the bottom
- 6. Click the RESET button in the bottom right hand corner

The RESET button can also be accessed via the time/date calendar on the tool bar.

- 1. Click on the time on tool bar
- 2. Click the link Change Date and Time Settings
- 3. Click on the Change Date and Time button
- 4. Click on Change Calendar settings link
- 5. Click the RESET button in the bottom right hand corner

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