

# Date and time

## Windows XP

- 1) Click "Start"
- 2) Select "Settings"
- 3) Click "Control Panel"
- 4) Double-click "Date and Time"
- 5) Change the date and time settings as needed
- 6) Click "OK"
- 7) Close the window

## Windows Vista

- 1) Click "Start"
- 2) Click "Control Panel"
- 3) Click "Clock, Language, and Region"
- 4) Click "Date and Time"
- 5) Change the date and time settings as needed
- 6) Click "OK"
- 7) Close the window