

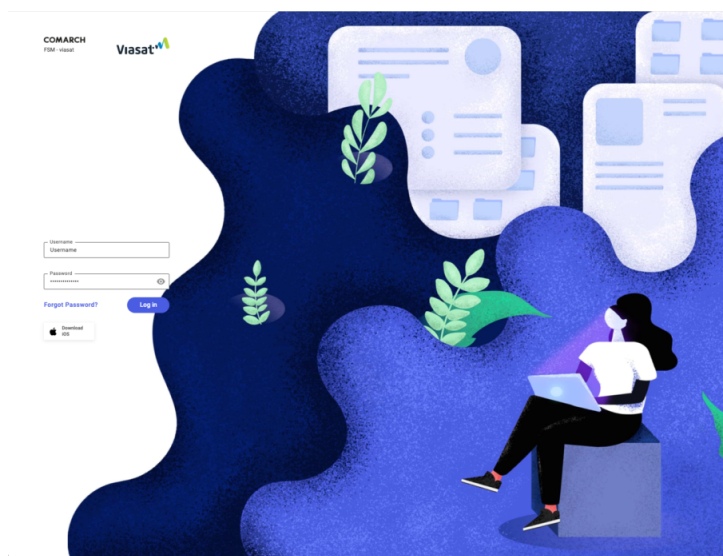
FSMv5: How to change date and time format

Summary

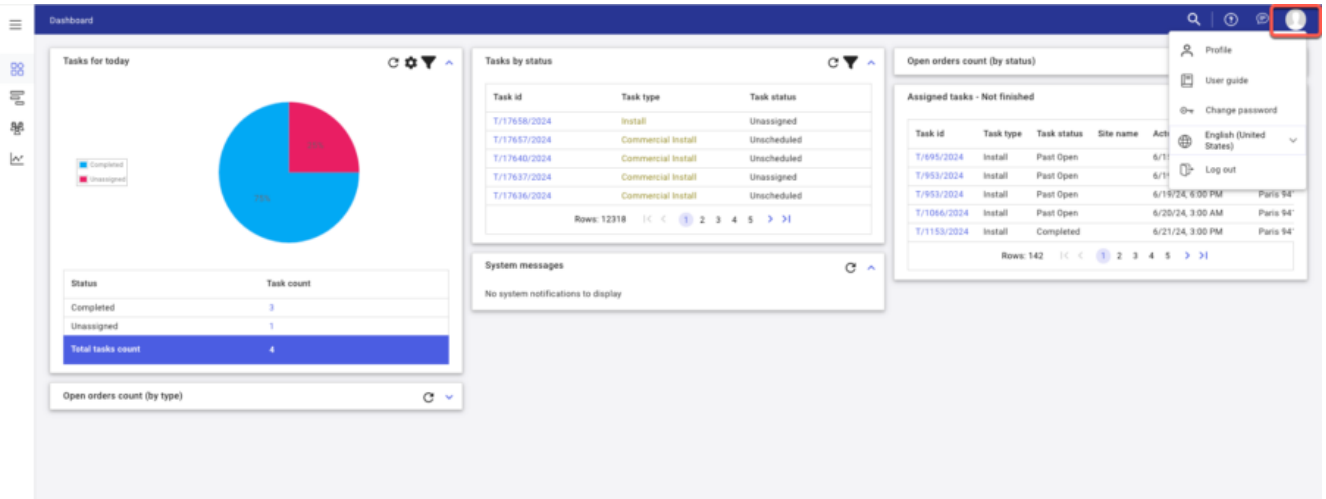
This Job Aid is for all FSM users who need to access and login to the FSM website.

Date & Time Format

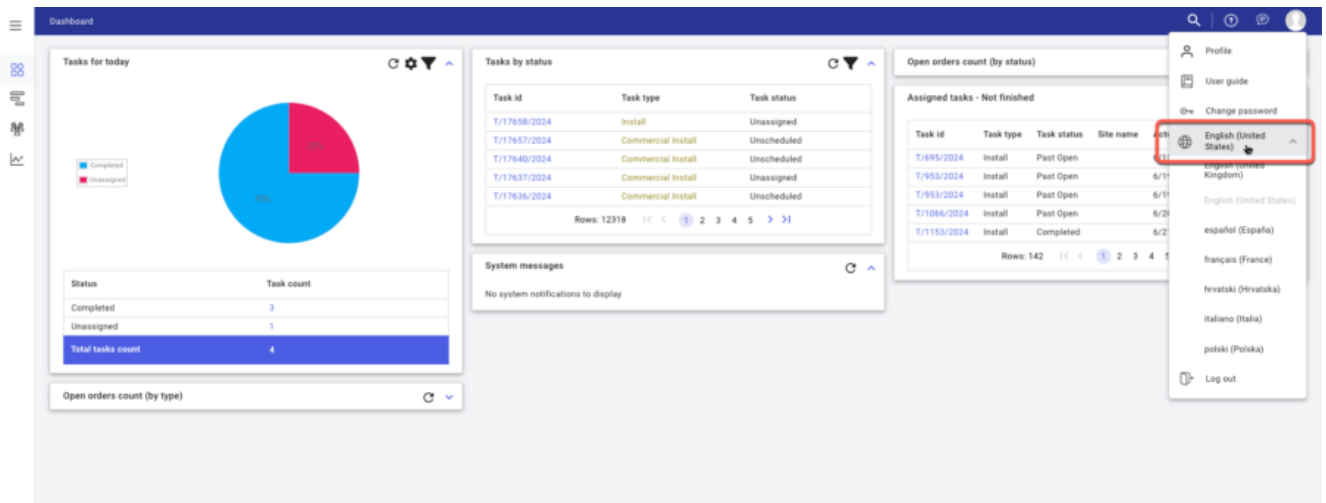
Access the **FSM site** and log in.



Access the Profile settings in the top right corner of the **Dashboard**.



Select English (United States) for the US format.



US format will show the date as MM/DD/YY and the time.

Create date	10/8/24, 08:40 AM	_____
Close date	_____	_____

This change will be saved and is a universal change for your profile throughout FSM.

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