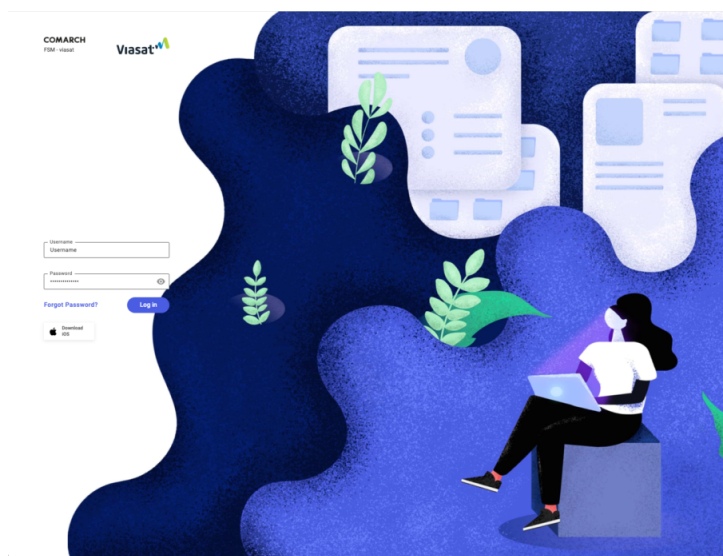# FSMv5: How to change date and time format
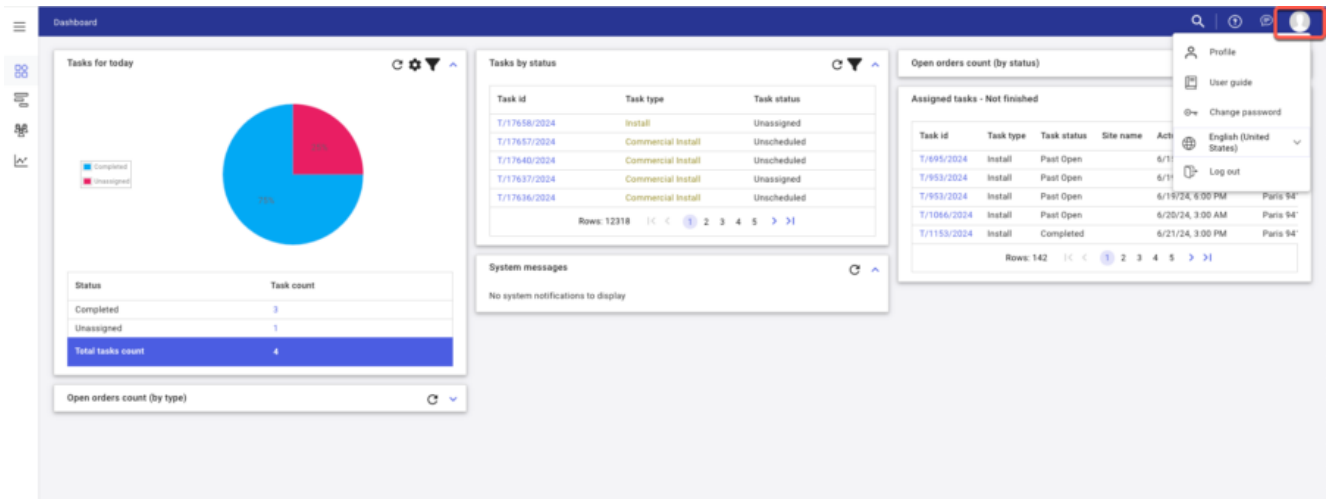
Summary

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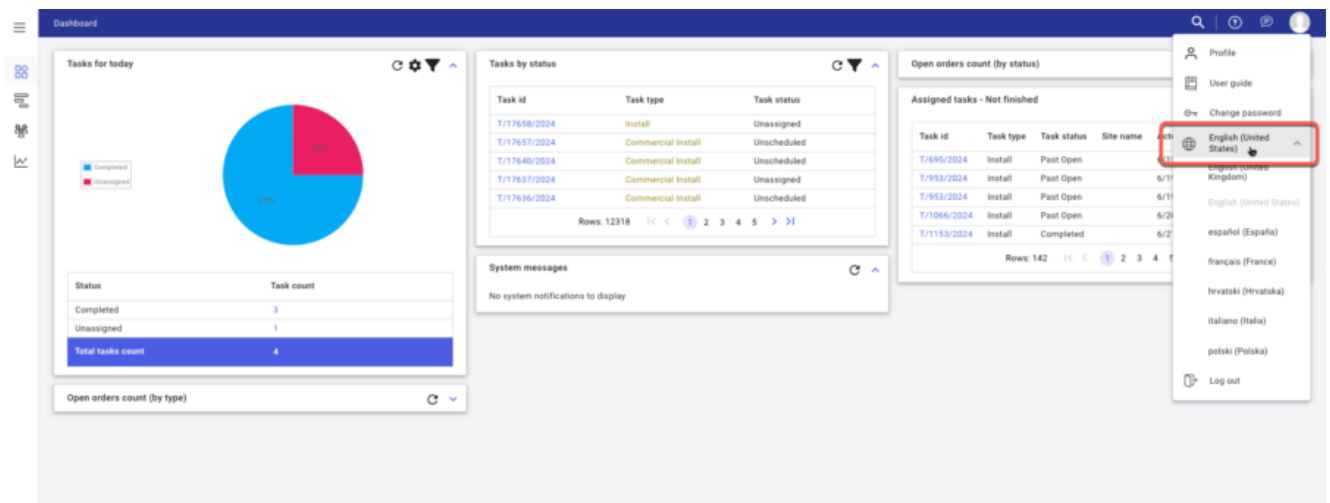
Date & Time Format

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.

09272024