

How to change time in Windows 11

This article explains how to change the time on Windows 11. You can also change the date and time format based on your region.

Set the time manually or automatically, and change the date and time format by region

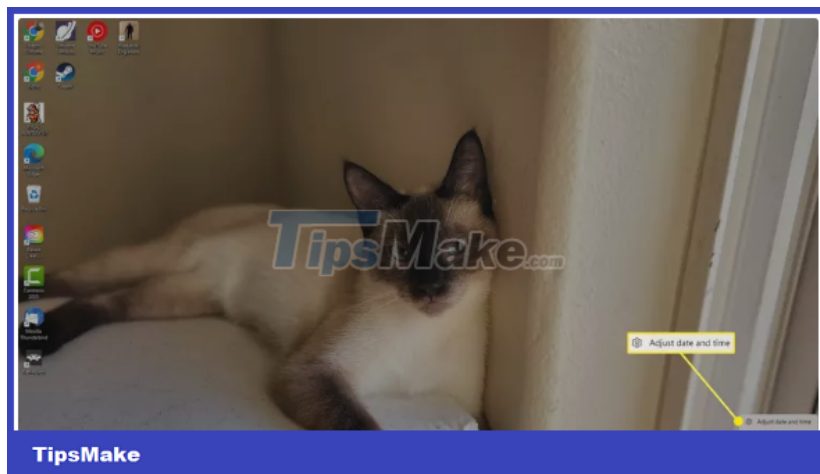
What to know

1. Right-click **Time and Date** in the Windows taskbar and select **Adjust date and time** .
2. Select the **Set Time Automatically** toggle to turn it off , then select **Change** .
3. To change the date and time format, select **Language and region** > **Regional format**

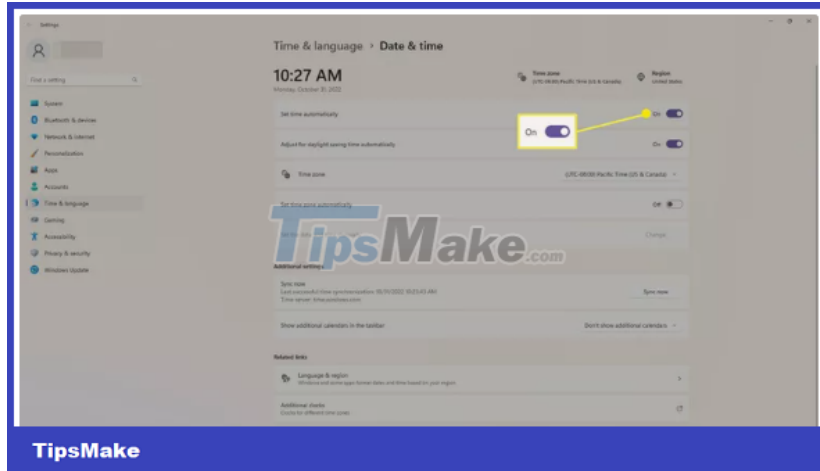
How to change time in Windows 11

The fastest way to set the time manually is from the Windows taskbar.

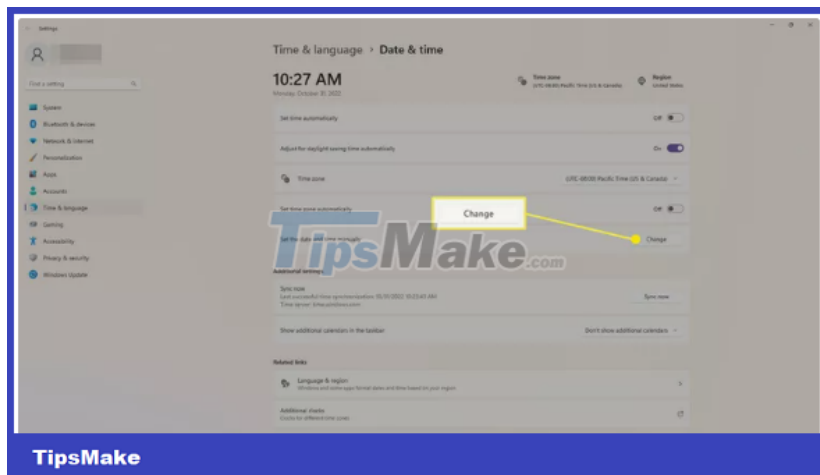
1. **Right-click the Time and Date** widget in the Windows taskbar and select **Adjust date and time** .



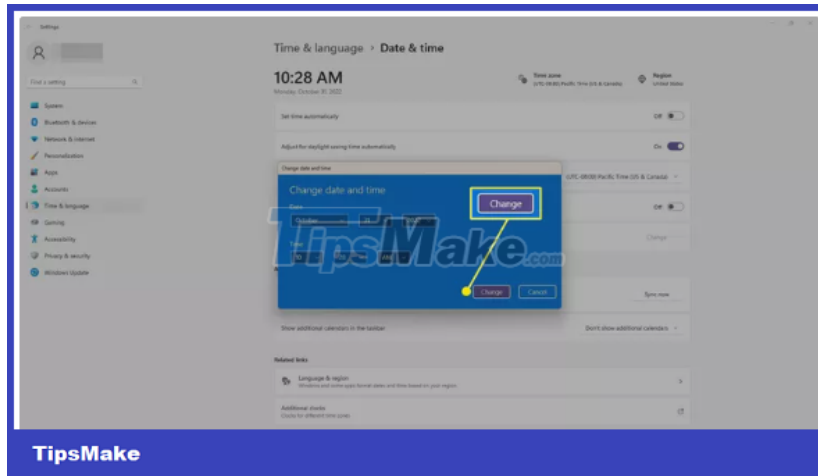
2. Select **Off** in the *Set Time Automatically* line to turn off automatic time setting



3. Select **Change** in the *Set Date and Time manually* section to manually change the date and time



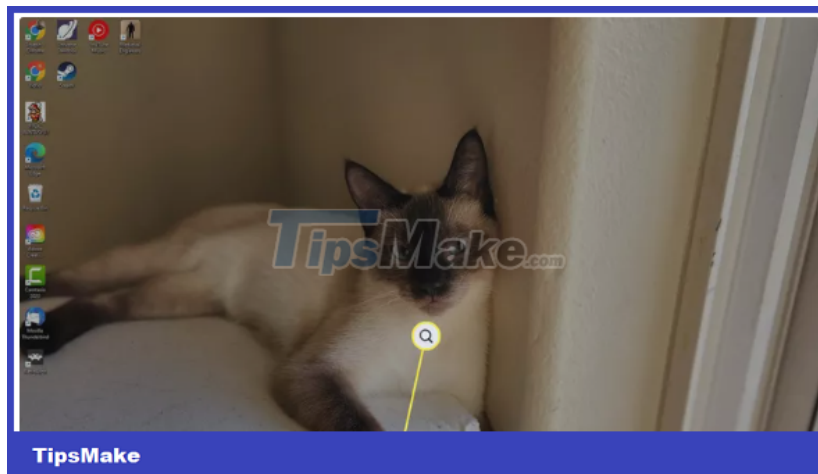
4. In the *Change date and time* box , reset the date and time, then select **Change** to confirm.



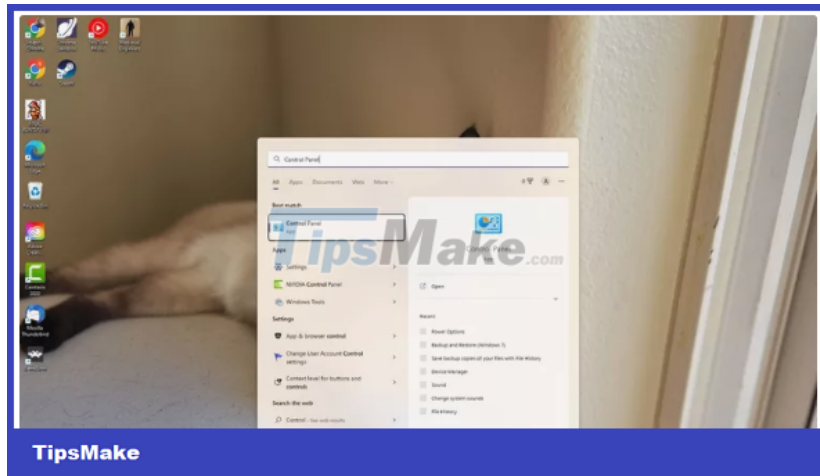
How to change time in Control Panel

You can also set the date and time in the Windows Control Panel.

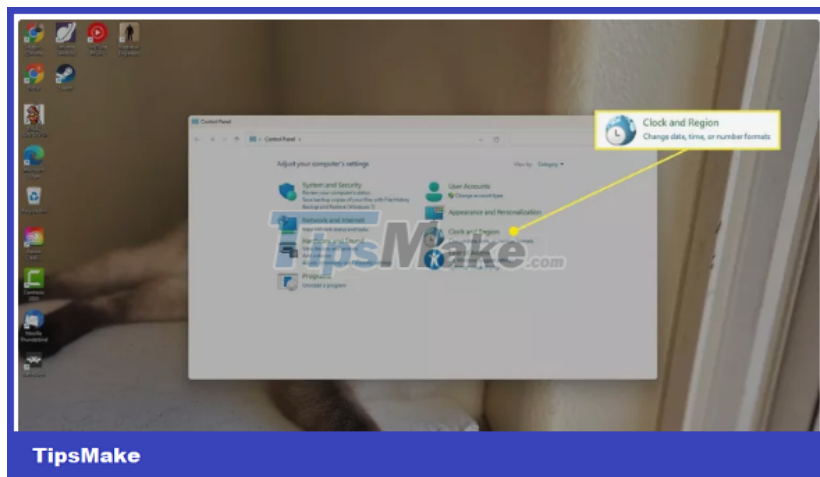
1. **Select the Search icon** (magnifying glass) in the Windows 11 taskbar.



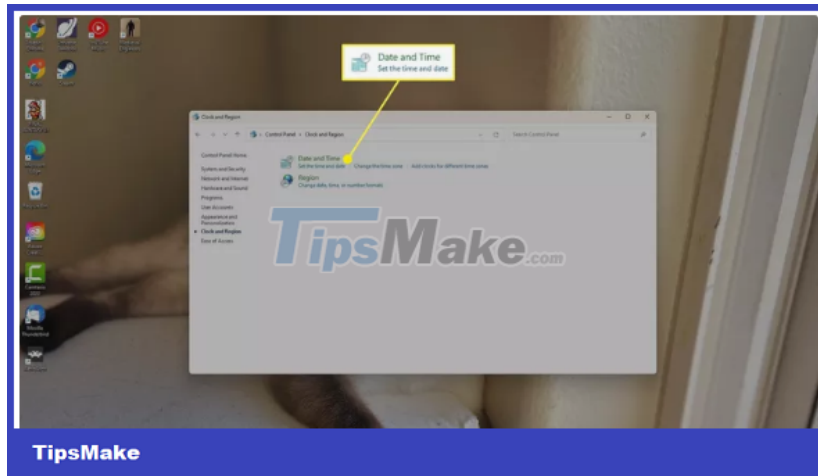
2. Search for **Control Panel** and select the Control Panel app to open.



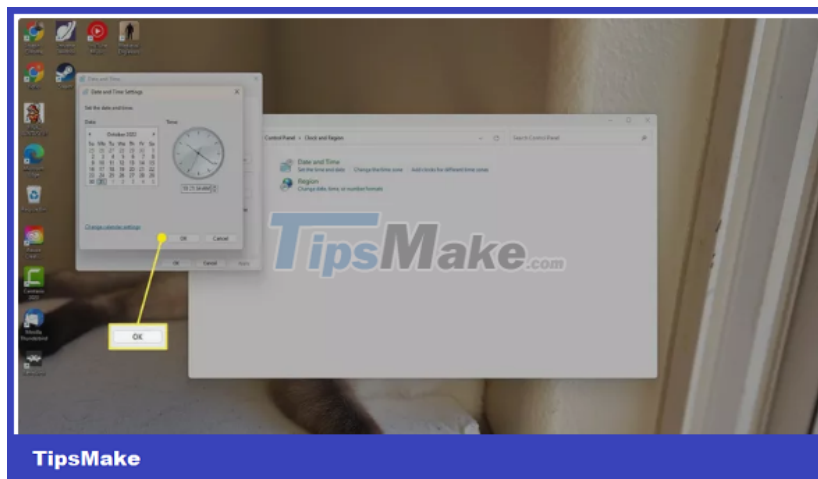
3. Select **Clock and Region** .



4. Select **Date and Time** .



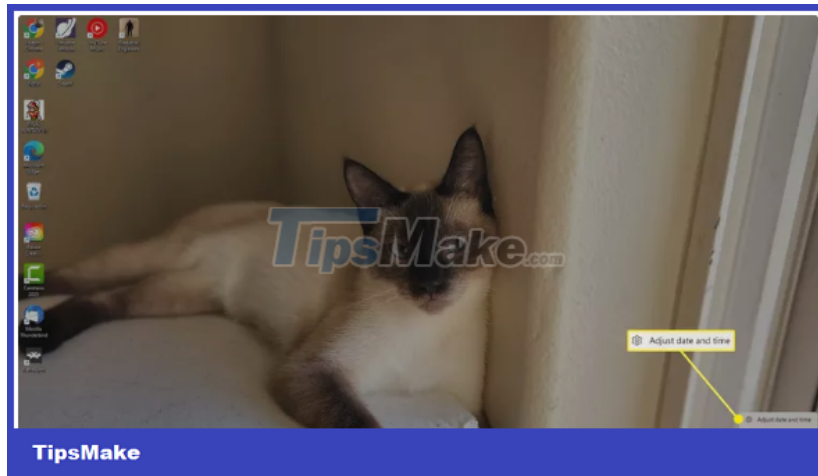
5. Select the time and date manually. Select **OK** to confirm your changes.



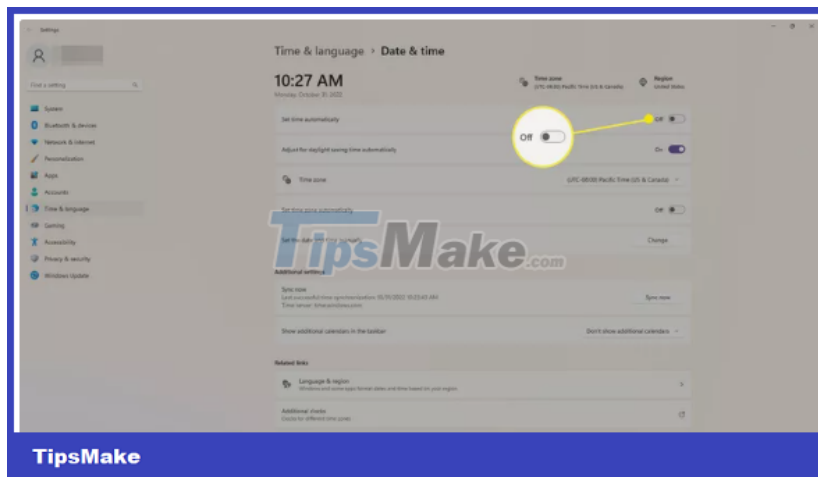
How to automatically set your date and time zone

If the time has been changed manually, you can reset it to automatic at any time.

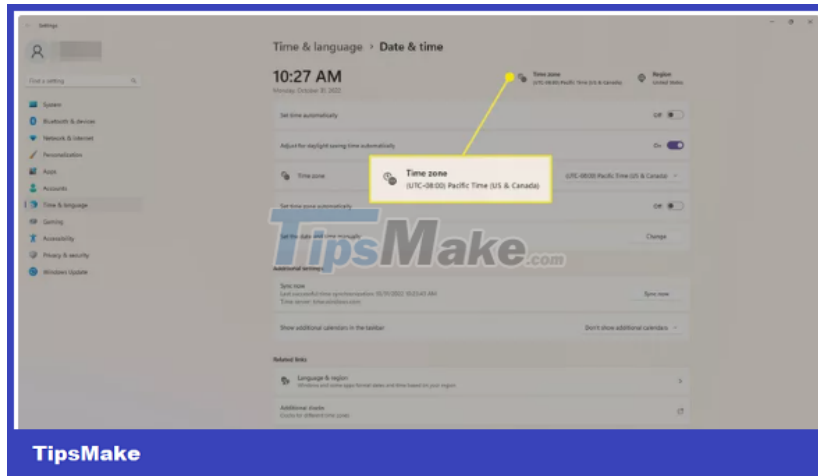
1. **Right-click the Time and Date** widget in the Windows taskbar and select **Adjust date and time**.



2. Turn on automatic time setting mode, select **Off** in the *Set Time Automatically* line



3. Check the Time **Zone** and Region at the **top** of the screen to make sure it's correct. If not, make sure you're connected to the internet.

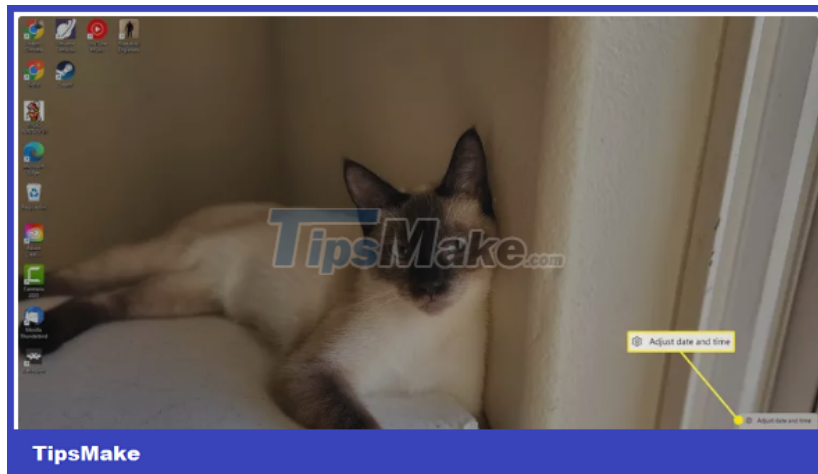


To manually select your time zone, select the drop-down menu next to Time **Zone** .

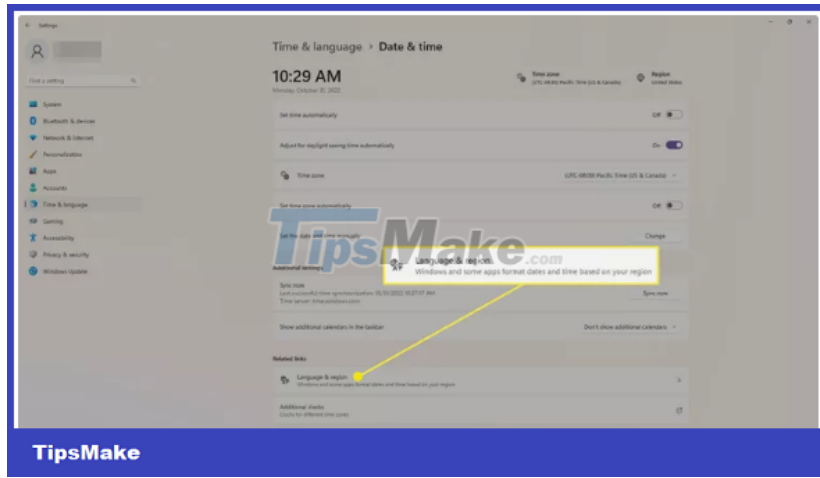
Change date and time format on Windows

The date and time format depends on your region, and you can set it manually.

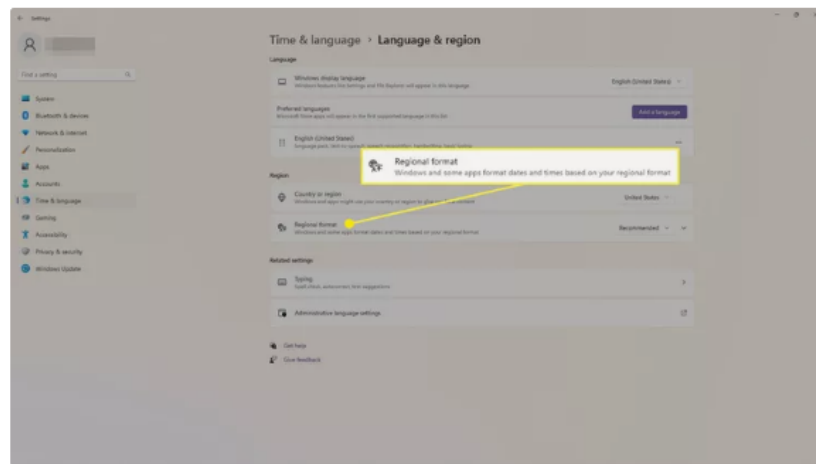
1. **Right-click the Time and Date** widget in the Windows taskbar and select **Adjust date and time**.



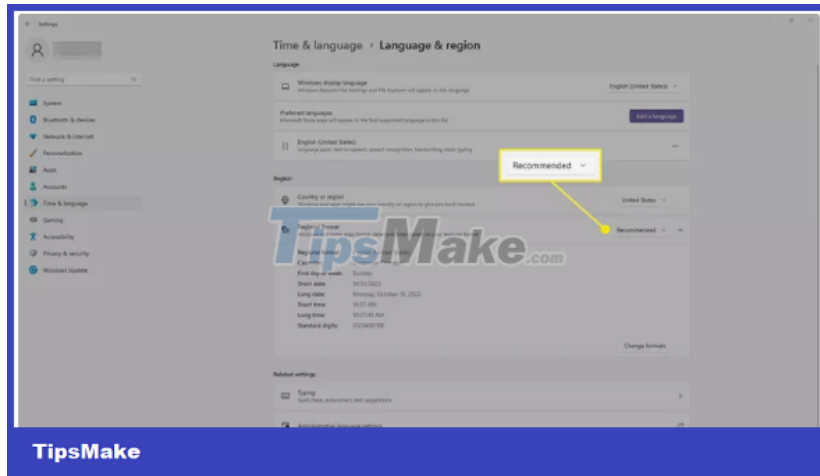
2. Select **Language and region** .



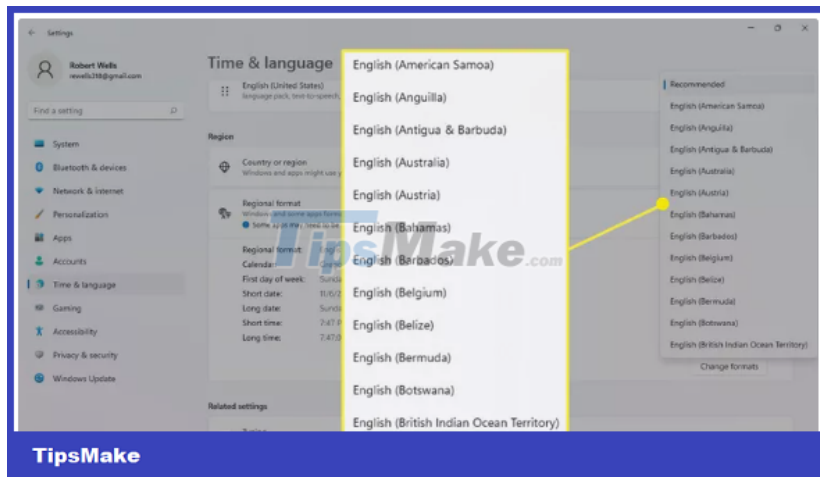
3. Select **Regional format** to view the current date and time settings.



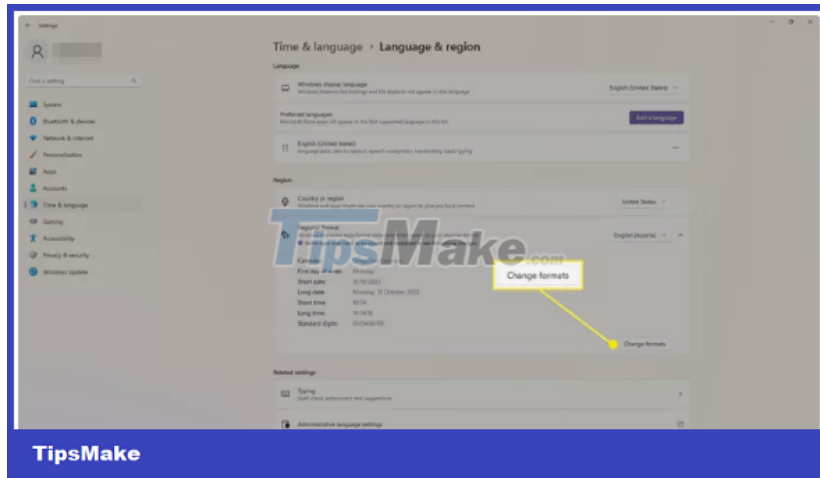
4. Select **Recommended** next to Regional Format.



5. Select your region for the date and time format.



6. Make sure the regional date and time format is what you want and select **Change Formats**



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