

# Change Timezone

This page contains instructions on how to change the date and timezone on a VoipNow system.

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## Overview of timezone

To change the date and timezone of your system, go to **Unified Communications** in the side menu and click the [Timezone](#) icon under the **Settings** area.

## Set date and timezone

Once you're in the **Timezone Preferences** page, fill in the fields described below and click **OK** to save your preferences. To return to the previous page without making any changes, click **Cancel**.

- **Current Date and Time:** The system's date and time depending on the selected timezone (format: mm dd, yy hh:mm:ss timezone).
- **Change time zone to:** Select the server's current time zone from the drop-down list. To verify if the time zone was properly updated, check the value displayed in the **Current Date and Time field**
- **NTP server SIP devices provisioned:** Specify a server address that VoipNow system can use as a time reference.

Related Topics

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