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An incorrect clock in Windows can lead to system-wide anomalies and break apps that rely on internet connectivity. We will show you how to set it to the correct date and time again. By default, Windows keeps the system clock in sync with Microsoft’s time servers. If that fails, you must manually change the time and date or forcibly synchronize the clock with a local time server. This tutorial will help you learn how to change the time, date, and region in Windows 11 and 10. The default date and time configuration in Windows keep the system time in sync with an internet time server. It could also use location services to set your region when traveling between different time zones. However, you can always manually adjust the time, date, and region if the clock is incorrect or you want to advance or roll back it for another reason. 1. Right-click the Clock on the taskbar and select Adjust date and time. Or, open the Start menu and select Settings > Time & language > Date & time. 2. On the Settings window that launches, disable the switch next to Set time automatically. Also, turn off the Set time zone automatically setting (if active). 3. Select the drop-down menu next to Time zone and set the correct region. 4. Select the Change button next to Set date and time manually. 5. Adjust the Date and Time fields as needed and select Change. Note: If you live in a region with daylight savings time, you can disable the Adjust for daylight saving time automatically setting if you don’t mind making the adjustments yourself. Despite being able to set the time and date on your own, letting Windows sync the date and time with an internet time server is the best way to ensure the accuracy of the system clock. When automatic time-syncing fails, the following actions might get it working again. 1. Right-click the Clock on the taskbar and select Adjust date and time. 2. Disable the switch next to Set time automatically. Then, wait for a couple of seconds and turn it on again. That should prompt Windows to pull the correct time again. Note: If the time zone always appears incorrectly, make sure to disable the switch next to Set time automatically, select your region manually, and then toggle the Set time zone automatically switch off, then on. 3. If the issue persists, scroll down to Additional settings (Windows 11) or Synchronize your clock (Windows 10) and select the Sync now button. That will forcibly sync the time and date with Microsoft’s time server. You’ve got a couple of alternative ways to change the time and date on your PC. One method involves the traditional Date and Time Control Panel applet, and the other is Command Prompt-based. Use them if you have trouble accessing the Settings app in Windows. You can set the PC time and date manually or automatically using the Date and Time applet. To access and use it: 1. Press Windows Key + R, type timedate.cpl, and press Enter. 2. Use the Change date and time and Change time zone buttons to set the correct date and time. 3. Select the Internet Time tab on the top of the Date and Time window and select Change settings. If you want Windows to set the correct time automatically, make sure that the box next to Synchronize with an Internet time server is active. Note: If Microsoft’s time server always sets the wrong time, open the menu next to Server, select the server from the National Institute of Standards and Technology—time.nist.gov—and select Update now. Surprisingly, setting the time and date using the Command Prompt console is relatively straightforward. To do that: 1. Open the Start menu, type cmd, and select Run as administrator. 2. Select Yes on the User Account Control pop-up. 3. Type time and press Enter. Then, enter the correct time in the hh:mm:ss.ms format and press Enter. Next, run the date command and set the correct date in the mm-dd-yy format. Note: Disable automatic time-syncing via the Settings app or the Date and Time applet if you want to prevent Windows from adjusting your changes afterward. Many Windows issues stem from incorrectly setting the time and date, so don’t forget to manually adjust or force-sync the clock periodically with Microsoft’s time servers. Even if you intentionally change the time and date (such as to get an old program to work or speed up the in-game clock in a video game), it’s best to change that back quickly once you’re done. However, if the time and date in Windows continue to appear wrong, it could be due to several reasons. For example, you might be dealing with a malware infection, an outdated operating system or BIOS/UEFI, or a dead CMOS battery. Check our complete guide to fixing the system clock in Windows to troubleshoot the issue. Changing the date and time in Windows 10 is a simple process that can be completed in just a few steps. You’ll need to access the settings menu, find the date and time options, and adjust them as needed. In no time, you’ll have your system’s date and time set correctly. How to Change Date and Time in Windows 10? Yes, you can change the time zone by selecting the appropriate option in the Date & Time settings under “Time zone.” What happens if I don’t set the correct time? Incorrect time settings can lead to problems with software updates, time-sensitive applications, and internet browsing. How often does Windows 10 update the time automatically? Windows 10 typically updates the time automatically based on the internet time server settings, which can vary but generally happens regularly. Summary Open Settings Menu Select “Time & Language” Click “Date & Time” Toggle Off “Set Time Automatically” Click “Change” Under “Set Date and Time Manually” Adjust the Date and Time Conclusion Changing the date and time in Windows 10 is a straightforward task that can be accomplished by anyone who follows these simple steps. Keeping your system’s date and time accurate is not just about convenience; it helps ensure that your computer runs smoothly and that all your applications function correctly. By following this guide, you can quickly and easily set the correct date and time on your Windows 10 device. Remember, if you often travel or live in an area with frequent time changes, consider keeping the automatic settings enabled. This will save you the hassle of manually updating your system’s clock. If you found this guide helpful, why not explore more Windows 10 tips and tricks to enhance your user experience? Matt Jacobs has been working as an IT consultant for small businesses since receiving his Master’s degree in 2003. While he still does some consulting work, his primary focus now is on creating technology support content for SupportYourTech.com. His work can be found on many websites and focuses on topics such as Microsoft Office, Apple devices, Android devices, Photoshop, and more. If you have recently updated your Windows 10 or have just upgraded to Windows 10, you may experience that the time is slightly incorrect and you need to configure the date & time in Windows 10. But don’t worry, there are many ways to Change Date and Time in Windows 10 easily. You can configure the date and time via Control Panel or in Windows 10 Settings, but you must be signed in as Administrator to configure these settings. So without wasting any time, let’s see How to Change Date and Time in Windows 10 using the below-listed tutorial. Make sure to create a restore point just in case something goes wrong. Method 1: How to Change Date and Time in Windows 10 using Control Panel 1. Type control in Windows 10 Search then clicks on Control Panel from the search result. 2. Now click on “Clock and Region” then click “Date and Time”. 3. Under Date and Time window, click “Change date and time”. 4. This will open the Date and Time Settings window, so configure the date and time accordingly and click OK. Note: You could change the current hour, minute, seconds and AM/PM for time settings. And as far as the date is considered you could change the month, year, and current date. 5. Click Apply, followed by OK. Method 2: How to Change Date and Time in Windows 10 Settings 1. Press Windows Key + I to open Settings then click Time & Language. Note: Or you could right-click on Date & Time on the taskbar then select Adjust date/time. 2. Make sure to select Date & time in the left-hand menu. 3. Now to change date & time, turn off the toggle which says “Set time automatically”. 4. Then click on “Change” under Change date and time. 5. Next, change the date, month, and year to correct number. Similarly set the time to the correct, current hour, minute, and AM/PM then click Change. 6. If you like Windows to automatically synchronize the system clock time with internet time servers, then again turn ON the “Set time automatically” toggle. Method 3: How to Change Date and Time in Windows 10 using Command Prompt 1. Open Command Prompt. The user can perform this step by searching for ‘cmd’ and then press Enter. 2. Type the following command into cmd and hit Enter: To see the current date: date /T To Change the current date: date MM/DD/YYYY Note: MM is the month of the year, DD is the day of the month, and YYYY is the year. So if you want to change the date to 15th March 2018, then you need to enter: date 03/15/2018 3. Type the following command into cmd and hit Enter: To see the current time: time /T To Change the current date: time HH-MM Note: HH are the hours, and MM are the minutes. So if you want to change the time to 10:15 AM then you use the command: time 10:15, similarly if you want to change the time to 11:00 PM then enter: time 23:00 4. Close Command Prompt and reboot your PC to save changes. Recommended: That’s it you have successfully learned How to Change Date and Time in Windows 10 but if you still have any questions regarding this tutorial then feel free to ask them in the comment’s section. Quick Tips Enable automatic time syncing to ensure your date and time are always accurate. Right-click the clock on your taskbar and select Adjust date and time. Toggle off the set time automatically and adjust the settings manually. Sync Windows time and date to Internet time by adding the relevant server and clicking the update now button. Step 2: From the context menu, select Adjust date and time. You will be taken to the Date & time settings window. Step 3: Toggle off Set time automatically. Note: If the option is already toggled off, move to the next method. Step 4: Click the Change button next to Set the date and time manually. Step 5: Now, change the date and time as per your preference. Finally, press the Change button. And that’s about it. The date and time change on your PC as needed. Well, if you don’t want to do it through the Settings app, you can do it the traditional way. Step 1: Press the Windows key, type Control Panel, and click Open. Step 2: Go to Clock and Region. Step 3: Under the Clock and Region window, select Date and time. Step 4: Click Change date and time. You will be presented with an option to change the date and time in the old-fashioned Windows way. Step 5: After setting the date and time, click OK to apply the changes. There you go. You have successfully changed the date and time using the old-fashioned way. This method is still prevalent, even after the release of Windows 11. If you don’t want to manually change anything and want the operating system to set everything up for you, or if you want to roll back all the manual changes you made and automatically set your date and time, follow the below instructions. Step 1: Press the Windows key, type Settings, and click Open. Step 2: Go to Time & language. Step 3: Now, select Date & time. Step 4: Under Date & time, click on Time zone. Step 5: From the drop-down, select your Time zone. That’s it. Your time zone gets changed, and all the manual settings you made earlier will be replaced and updated with the time zone you select. Step 1: Press the Windows key, type Control Panel, and click Open. Step 2: Go to Clock and Region. Step 3: Select the Date and time. Step 4: Go to the Internet Time tab and click Change settings. Step 5: In the Internet Time Settings window, check the Synchronize with an Internet time server box. Additionally, click the Update now button. Note: You can change the server to in.pool.ntp.org if you are in India or time.nist.gov, the time server of the US National Institute of Standards and Technology. Step 6: Finally, click OK. 1. Why are my computer date and time wrong? Several factors can cause your computer to display the wrong date and time. Among them are malware or viruses that change the system time, low CMOS batteries, and disabled Windows Time Service. 2. When I restart my computer, why do the date and time change? If this occurs, it is probably because your motherboard’s CMOS battery is low or dead. Once you change it, you will be good to go. 3. Why is it important for a system to keep accurate time? The ability to maintain accurate time on your system is the most basic requirement for operating a computer network. Other than that, many tasks, such as file transfers, file details, basic recordkeeping, and so on, require accurate time. Last updated on 20 August, 2024 The article above may contain affiliate links which help support Guiding Tech. The content remains unbiased and authentic and will never affect our editorial integrity. You’ve successfully subscribed to All Things How Welcome back! You’ve successfully signed in. Great! You’ve successfully signed up. Success! Your email is updated. Your link has expired Success! Check your email for magic link to sign-in. If you’re having trouble keeping the correct time on your Windows 11 computer, don’t worry—it’s a common issue and pretty easy to fix. In just a few simple steps, you can get your PC’s clock back on track, ensuring that all your scheduled tasks and reminders stay on point. This guide will take you through the process, from checking your time zone settings to syncing your system clock automatically. Fixing the time on your Windows 11 machine involves checking your time settings, ensuring your time zone is correct, and synchronizing your clock with an internet time server. Follow these steps to make sure your system displays the correct time. Click on the Start menu and select ‘Settings’. The Settings app is your control center for all Windows 11 adjustments. Clicking on the Start menu icon, usually found at the bottom left of your screen, will open up the menu where you can select Settings. In the Settings window, click on ‘Time & language’. ‘Time & language settings are where you’ll find options to adjust your clock, time zone, and language settings. This is where the magic happens. Click on ‘Date & time’ and ensure your time zone is correctly set. Sometimes, your computer might be set to the wrong time zone, which can throw off your clock. Ensure that the time zone matches your actual location. Toggle the switch next to ‘Set time automatically’ to the On position. This setting will allow Windows 11 to automatically sync your clock with an online time server, keeping it accurate. Scroll down and click on ‘Sync now’ under the ‘Additional settings’ section. Clicking ‘Sync now’ forces your computer to update its clock immediately, ensuring it matches the current time provided by an online server. Restart your computer to apply the changes. A quick restart ensures that all your new time settings are properly applied and working as they should. Once you’ve completed these steps, your Windows 11 clock should be displaying the correct time. No more late meetings or missed reminders! Make sure your internet connection is stable when syncing time. Double-check that your computer is set to the right time zone, especially if you travel frequently. If the time doesn’t seem to sync, try setting the time manually as a temporary fix. Ensure your Windows updates are current; sometimes, this can affect your time settings. If all else fails, consider checking your computer’s BIOS clock settings. Your time might be wrong due to incorrect time zone settings, a lack of internet connection for syncing, or outdated system updates. Go to Settings > Time & language > Date & time, then toggle off ‘Set time automatically’ and click ‘Change’ to set the time manually. Yes, go to Settings > Time & language > Date & time and click on ‘Sync now’ under Additional settings. Automatic syncing might fail due to internet connectivity issues or problems with the time server. Ensure you’re connected to a stable network. Check for malware, ensure your time zone is correct, and verify that your system updates are current. Open Settings. Go to Time & Language. Check Your Time Zone. Enable Set Time Automatically. Sync Now. Restart Your Computer. Getting the correct time on your Windows 11 computer is a breeze if you follow these straightforward steps. By ensuring your time zone is set correctly and enabling automatic time updates, you’ll never have to worry about a mismatched clock again. If you’ve tried all the steps and still face issues, it might be helpful to look into more advanced troubleshooting or seek professional help. Keeping your computer’s time accurate is essential for many tasks, from meeting deadlines to ensuring your software runs correctly. Feel free to bookmark this guide for future reference or share it with someone who might need it. Remember, technology is here to make our lives easier, so don’t hesitate to dive into those settings and make your Windows 11 work for you! Matthew Burleigh has been writing tech tutorials since 2008. His writing has appeared on dozens of different websites and been read over 50 million times. After receiving his Bachelor’s and Master’s degrees in Computer Science he spent several years working in IT management for small businesses. However, he now works full time writing content online and creating websites. His main writing topics include iPhones, Microsoft Office, Google Apps, Android, and Photoshop, but he has also written about many other tech topics as well. Read his full bio here. Changing Date & Time Manually: To manually set the date and time on Windows 10, go to Settings > Time & Language, disable “Set time automatically,” and select “Change” under Set the Date and Time Manually. You can also sync your clock with an online server for accuracy. Troubleshooting Time Errors: Common issues include synchronization failures or incorrect time zones. Solutions include enabling automatic settings, ensuring a strong internet connection, restarting the Windows Time Service, and updating drivers. Windows 11 Time Issues: For Windows 11, resolve time problems by restarting the Windows Time Service, checking for updates, adjusting the system clock in BIOS/UEFI, or running a system file check (sfc/cannow). If issues persist, consider contacting support. Setting the date and time on your Windows PC is vital for an operating system to function at its best. Correct times can keep your system updated regarding calendar dates and your software up-to-date concerning time, and it can even avoid certain types of system crashes. Quite simply, your PC’s date and time settings are essential for your computer’s good functioning. At My Computer Works, we want to help you manage and troubleshoot your PC’s date and time settings to avoid potential issues. Let’s take a closer look at what you need to do. How to Manually Change the Date and Time on Windows 10 It is not uncommon to see that the automatic time settings just don’t cut it. Perhaps your system clock is off, or you’ve recently changed time zones. Whatever the reason, we will give you the answer to your question ‘How to change the time on my computer’ and set your computer’s time and date settings manually. Step-by-Step Instructions If you want to manually change the date and time on your Windows 10 computer, you’ll be pleased to learn it isn’t that difficult. Sometimes, automatic time settings fall short—your system clock is probably incorrect, or you have just traveled to a different time zone. Whatever the reason, here is how to manually set your computer’s time and date. First, open Settings, and from the Start menu, select the gear-shaped Settings icon. Then go to Time & language and click Date and Time on the left side of the window. On the right side, toggle the switch to turn off Set time automatically and permit changes. Click Change under Set the Date and Time Manually, and then use the menus to specify your preferred date and time. To set the time zone, scroll down to the Time Zone section and select your time zone from the dropdown menu. If you travel a lot, you can select the checkbox labeled Set Time Zone Automatically. For extra accuracy, you can sync your clock manually by clicking Sync Now to update your system clock with an online time server. The process mentioned above keeps your computer’s time and date accurate and reduces disruptions to apps or schedules. Troubleshooting Time Change Errors on Windows We understand how frustrating it can be when your computer’s time is wrong, even after you try your best to resolve the issue. From synchronization problems to incorrect time zones, you will find that we have solutions to address errors such as these. We’ve detailed them below: Common Issues Common computer time setting issues include clock desynchronization, where the clock is set to the wrong time, creating a difference in your time zone. Another common problem is choosing the wrong time zone, resulting in continuous inaccuracy in the time shown. Unfortunately, these issues can be caused when Windows time synchronization services fail or stop working, preventing the system from keeping the correct time. Solutions To resolve a time-setting error on a Windows computer, try these steps: First, turn on automated settings and click the Set Time Automatically button so Windows can handle time synchronization and set your computer time in real-time. Secondly, connect your system to a good Internet source. Synchronizing the clock requires an adequate Wi-Fi or wired Ethernet connection. If the issue persists, attempt to restart the Windows Time Service using the following steps: Open the easily found Start Menu on your Windows PC and search for “Command Prompt.” Right-click on Command Prompt and choose Run as Administrator. Execute the following: net stop w32time; net start w32time; w32tm /resync. Outdated drivers can cause time synchronization issues. Ensure all relevant drivers, especially for your motherboard and network, are updated to their latest versions. If all these alternatives don’t work, you might have to use third-party clock synchronization utilities or speak with a professional like the ones at My Computer Works. Will Your Computer Automatically Adjust for Daylight Savings Time? Fortunately, Windows automatically adjusts for daylight savings time changes, so you won’t have to change the clock manually. That said, we encourage you to double-check everything to ensure it’s set correctly and that the daylight savings switch has set your timezone on the computer correctly. Windows 11 Date and Time Settings – Common Problems and Fixes If you’re using Windows 11, you are not the only one confused about how to set the time and date. We have noticed that menus related to Windows settings are not responsive, and sometimes, the clock might display the wrong time zone and date. Troubleshooting Tips You can try these advanced methods to troubleshoot time-setting issues on your Windows 11 computer. Restart the Windows Time Service by opening the Services application, locating Windows Time, right-clicking it, and selecting Restart. Ensure your system is up-to-date by checking for Windows Updates under Settings > Update & Security > Windows Update, as bugs in the system can affect time settings. If the issue persists, reset the system clock in BIOS/UEFI by restarting your computer, entering the BIOS/UEFI settings, and manually adjusting the time. Should BIOS/UEFI fail, open the Command Prompt as an administrator and input the prompt sfc/cannow. The FRuna System File Checker (SFC) scans for potential system file corruption that could be causing your date and time errors. Advanced users can also edit registry settings to address persistent issues, but they should back up the registry before making any changes. If none of these steps resolves the problem, consider contacting Microsoft Support or seeking professional assistance from services like My Computer Works. Wrapping Up - Take Control of Your Computer’s Date & Time With these solutions, we hope you feel confident in handling your computer date and time settings on the computer. Be it manual adjustment of time to troubleshooting or even daylight saving changes, the simple steps shared will keep your system running as it should. However, you can speak with us at My Computer Works if you are still encountering issues. At My Computer Works, we have the skills needed to address your date and time-setting woes quickly and easily. Simply contact our team here. Windows 11 allows you to manually adjust the date and time settings, disable automatic timekeeping, and force a time synchronization. To manually set the date and time, open Windows Settings, go to Time & Language, click Date & Time, turn off Set Time Automatically, and change the date and time in the Change Date and Time window. If you want to enable automatic date and time, go to Time & Language in Settings, click Date & Time, turn on Set Time Automatically, and make sure your time zone is correctly set. Then click Sync Now to update your PC’s date and time. By default, Windows 11 keeps track of your date and time automatically thanks to an internet-based time server. If you need to manually adjust the date and time, re-enable automatic timekeeping, or force a time synchronization, you can do it all in Settings. Here’s how. First, open Windows Settings. Search for “settings” in the Start menu, then click the “Windows Settings” icon. Or you can press Windows+I on your keyboard. When Settings opens, click “Time & Language” in the sidebar. In Time & Language, click “Date & Time.” In Date & Time settings, click change the switch beside “Set Time Automatically” to “Off.” Below that, locate the “Set the date and time manually” option and click “Change.” A “Change Date and Time” window will appear. Use the drop-down menus to set the desired date and time, then click “Change.” The change will take effect immediately. If you need to manually change your time zone too, just set it using the “Time Zone” drop-down menu. Once you’re done, close Settings. If you ever need to change the time again, just revisit Settings > Time & Language > Date & Time and click “Change” beside “Set the date and time manually.” By default, Windows 11 gets its time automatically from the internet. But if you’ve previously disabled that feature, it’s easy to turn automatic date and time back on. First, make sure your Windows 11 PC is connected to the internet. Then open Windows Settings by searching “settings” in the Start menu or pressing Windows+I on your keyboard. In Settings, select “Time & Language,” then click “Date & Time.” In Date & Time settings, set the switch beside “Set Time Automatically” to “On.” Then make sure your time zone is set to the right value using the drop down menu labeled “Time Zone.” After that, scroll down to the “Additional Settings” section and click “Sync Now.” This will force your Windows 11 PC to update its date and time to match the Windows time server. The date and time will be set automatically. Close Settings, and you’re all set.