

# Configure Time and Date Format on a Cisco IP Phone 8800 Multiplatform Series

## Objective

This article aims to show you how to configure the time and date format on your Cisco IP Phone 8800 Series.


## Applicable Devices | Firmware Version

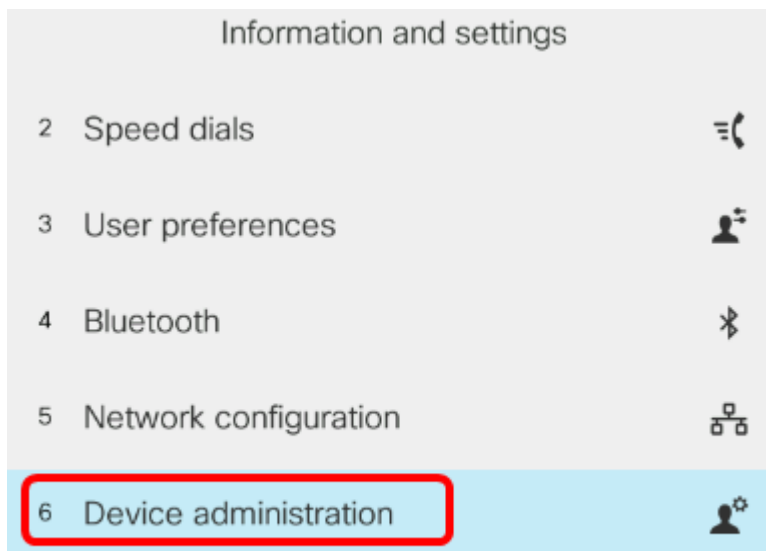
- 8800 Series | 11.0.1 ([Download latest](#))

## Configure Time and Date Format

Step 1. On your IP Phone, press the **Applications** button.

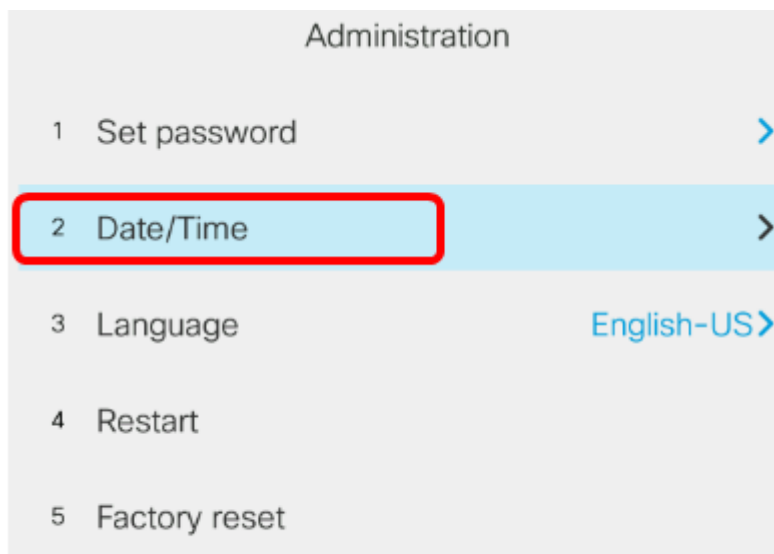


Step 2. Using the Navigation cluster  button, navigate to **Device administration** and press the **Select** softkey.



Select

Step 3. Navigate to **Date/Time** and press the **Select** softkey.



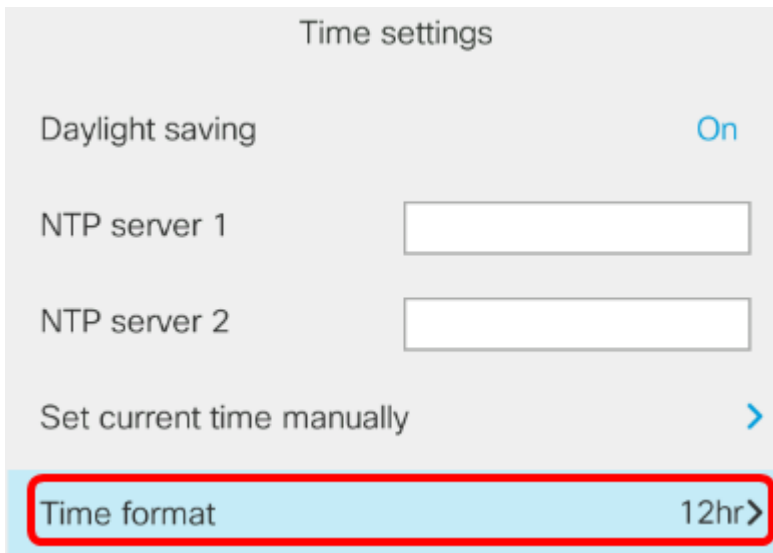
Select

Step 4. Navigate to **Time format** and press the right arrow on the Navigation cluster



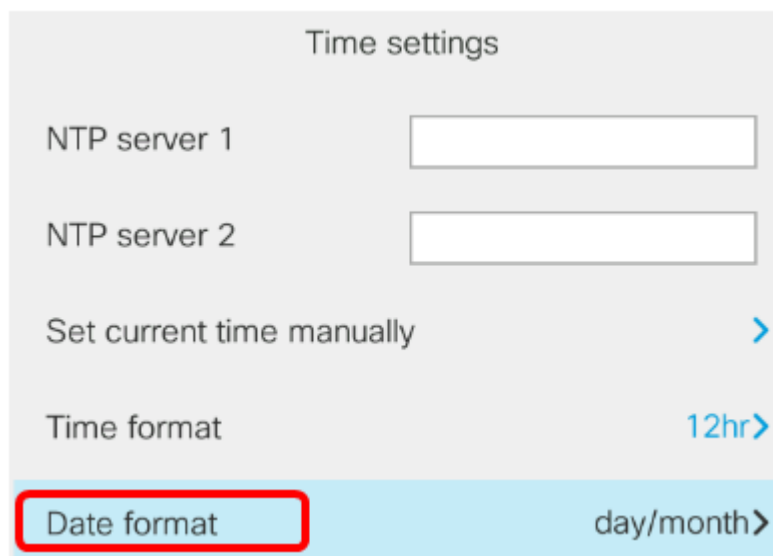
button to select either the 12hr or 24hr format.

- 12hr — Sets the time to a 12-hour format starting from 12:00 midnight until 11:59 AM and 12:00 PM until 11:59 PM.
- 24hr — Sets the time to a 24-hour format starting from 00:00 (12 midnight) until 23:59 (11:59 PM).



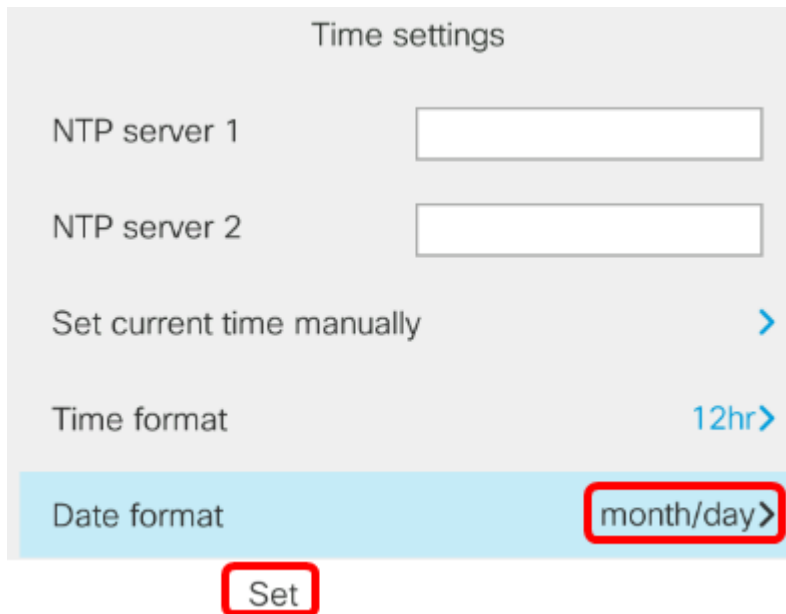
**Note:** In this example, the 12hr format is chosen.

Step 5. Press the Navigation cluster  down button to navigate to **Date format**.




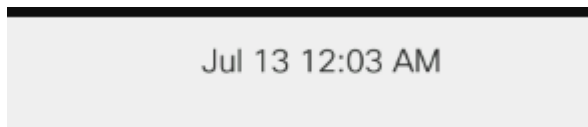
Step 6. Press the Navigation cluster  right button to select either the day/month or month/day format and then press the **Set** softkey.

- day/month — Sets the day of the month to come first before the month.
- month/day — Sets the month to come first before the day of the month.



**Note:** In this example, the month/day format is chosen.

Step 7. Press the Back  button to go back to the Standby mode. The date and time should now appear on the proper format that you have set.



You should now have successfully configured the time and date format on your Cisco IP Phone 8800 Series.

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