

# **Cry for Help**

Computer Tips & Tricks for the novice  
to the advanced.

## **Windows XP Settings**

Well wasn't that "claytons" end of daylight savings fun? – not! By the time you read this your computer should have sorted itself out, but for next time it might be handy to know how to change some windows XP settings in particular the time & date.

From the start button go to control panel and then "Date and Time". This is where you can adjust the date of your computer simply by clicking on the new date. Or, change the time by clicking on the part of the time that you want to change, then simply entering the new digits. When finished click OK to complete the change or Cancel to undo the changes you have just made.

The currency and date formatting options are another reason for visiting control panel. To check or change these settings, double click on the 'Regional and Language Settings' icon. In here, your computer should be set to 'English (Australia)' to give the normal Australian settings. However if you want to change these, then click on the customise button to give the ability to modify each of these standard formats. Use the pull down tag to view the alternatives for each field or even key in your own codes and text for something different. Things you might like using are brackets instead of the negative symbol, or a 24 hour clock, or change how a short or long date should be displayed.

Also while in control panel, check out the options inside the 'mouse' icon. Different pointer options can be fun, but more importantly the settings on the 'Pointer Options' tab can make your computer more user friendly.

Lastly, be careful what you change in control panel. Yes your changes can be reversed, but you need to remember what you changed. Good luck!

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