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Date & Number Format

The **Date & Number Format** setting allows you to customize how dates, times, and numbers are displayed throughout your business in Manager. To access this setting, go to the **Settings** tab and select **Date & Number Format**.



Fill in the following fields to tailor the formats to your preferences:

Date format

Choose your preferred date format. This setting determines how dates are entered and displayed in all areas of your business.

Time format

Select the time format that suits your needs. This choice affects how times are displayed throughout the business.

First day of week

Set the first day of the week according to the standard in your region. This adjusts the calendar picker to display weeks in a way that is familiar to you.

Number format

Pick the number format you want to use. This format will be applied to how all numbers and currencies are displayed throughout the business.

When you have finished configuring your settings, click the **Update** button to save your changes.

Update