

## How can I change the format and display of date and time?

Ben Henley - 2020-08-20 - Comments (0) - Using Deskpro

You can customize the format that Deskpro uses to display dates and times in the Dates and Times section of **Admin > Setup > Settings**.

The formatting will apply to the agent interface.

**Dates and Times**

Default Timezone

Full date and time format

Full date format

Date format

Short date format

Time format

Send agent task reminders at

Enter the format characters from the table below that correspond to the date you want to display.

For example, the date format M j Y means that when the interface needs to display a date, it will display something like "Jan 1 2017". If you wanted it to display "1st January 15", you would edit the **Date format** field to read "jS F y".

format character	Description	Example output
<b>Day</b>		
d	Day of the month, 2 digits with leading zeros	01 to 31

<b>format character</b>	<b>Description</b>	<b>Example output</b>
D	A textual representation of a day, three letters	Mon through Sun
j	Day of the month without leading zeros	1 to 31
l (lowercase 'L')	A full textual representation of the day of the week	Sunday through Saturday
S	English ordinal suffix for the day of the month, 2 characters	st, nd, rd or th. Works well with j
z	The day of the year (starting from 0)	0 through 365
<b>Week</b>		
W	ISO-8601 week number of year, weeks starting on Monday	Example: 42 (the 42nd week in the year)
<b>Month</b>		
F	A full textual representation of a month, such as January or March	January through December
m	Numeric representation of a month, with leading zeros	01 through 12
M	A short textual representation of a month, three letters	Jan through Dec
n	Numeric representation of a month, without leading zeros	1 through 12
<b>Year</b>		
Y	A full numeric representation of a year, 4 digits	Examples: 1999 or 2003
y	A two digit representation of a year	Examples: 99 or 03
<b>Time</b>		
a	Lowercase Ante meridiem and Post meridiem	am or pm
A	Uppercase Ante meridiem and Post meridiem	AM or PM

<b>format character</b>	<b>Description</b>	<b>Example output</b>
g	12-hour format of an hour without leading zeros	1 through 12
G	24-hour format of an hour without leading zeros	0 through 23
h	12-hour format of an hour with leading zeros	01 through 12
H	24-hour format of an hour with leading zeros	00 through 23
i	Minutes with leading zeros	00 to 59
s	Seconds, with leading zeros	00 through 59
<b>Timezone</b>		
e	Timezone identifier	UTC, GMT, Atlantic/Azores
l (capital i)	Whether or not the date is in daylight saving time	1 if Daylight Saving Time, 0 otherwise
O	Difference to Greenwich time (GMT) in hours	+0200
P	Difference to Greenwich time (GMT) with colon between hours and minutes	+02:00
T	Timezone abbreviation	EST, MDT
<b>Full Date/Time</b>		
c	ISO 8601 date	2004-02-12T15:19:21+00:00
r	RFC 2822 formatted date	Thu, 21 Dec 2000 16:01:07 +0200

Tags

2018

date

dates

localization

time

times