Quick Guide – Changing Browser Date Format
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1 Background

The webpage that date-formats are driven by the language settings of the browser, with the exception of Safari and Internet Explorer (where it is governed by System Settings). The default date format for internet browsers is often set as the US date format by default. This means that in HORUS and HRMS, dates can appear as: MM/DD/YYYY. For example, 12/31/2017.

This guide explains how to change the date formats in all major web browsers by setting Australian English as the default language.
2 Internet Explorer (version 11)

Note: The following will change your language settings for your Windows operating system. If you PC has been correctly imaged, the language settings will already be correctly set to Australian.

1. Select Tools, then Internet Options.
2. In the General tab, click Languages:

![Internet Options window]

3. Click Set Language Preferences:

![Language Preference window]

4. Click Add a Language.
5. Click English (Australia).
6. Click Add.
Result: English (Australia) should appear in your list:

7. Either remove any other languages or move them below the English (Australia) row.
8. Restart your browser to see the changes.
3 Firefox (version 52.0)

1. Open Firefox.
2. Click the Firefox menu in the top right-hand corner of the window and click Options:

3. In the left-hand menu, click Content:
4. In the Languages section, click Choose:

5. In the languages pop-up, click the Select a language to add and choose: English/Australia

6. Click Add.

Result: The new language entry appears at the top of the list:

7. Click OK.
8. Restart your browser to see the changes.
4 Google Chrome (version 58.0)

1. Start Chrome.
2. Click the Settings link in the top left-hand corner of the window:

![Settings](image)

3. Scroll to the bottom of the page and click **Show Advanced Settings**:

![Show advanced settings](image)

4. Scroll down to the **Languages** section and click **Language and Input Settings**:

![Languages](image)

5. Click **Add**.
6. Select **English (Australian)**.
7. Ensure that **English (Australian)** is at the top of the list and that the **Use this language for spell checking** checkbox is checked:

![Languages](image)

8. Click **Finished**.
9. Restart your browser to see the changes.
5  Safari (macOS Sierra)

1. Ensure Safari is closed.
2. Click System Preferences.
3. Under the Personal section, click Language and Text.
4. Select the Languages tab.
5. Either add a language and choose Australian English or change the order of your languages so that Australian English is at the top of the list.

See also: https://support.apple.com/kb/PH25082?viewlocale=en_AU&locale=en_AU