How to Configure Date and Time Settings on an NTB or CMS

To access the date and time settings for your NTB or CMS, navigate to **Setup** > **System** > **Date & Time**.

There are three different methods for configuring the date and time on your NTB or CMS:

- **Network Time Protocol (NTP)**. This is the best method when it comes to accuracy. However, NTP requires your NTB or CMS to have a network connection to a local or external NTP server. This uses UDP protocol over port 123 so you may need to carry out some network changes.

- **Windows Compatible Network Time Protocol**. Use this method if the NTP server is a local windows server.

- **Local System Clock**. This is the NTB or CMS internal clock. This method should only be used if the NTB or CMS cannot access an NTP server. Without an external reference, the local system clock may drift.

Time Zone Settings

From this drop-down menu, you can select what country or time zone you want the NTB or CMS to use.

Local System Clock Settings

The local system clock settings will become available only if you have chosen to use the **Local System Clock** setting. If you have done so, you can set the clock from here.

Network Time Protocol

If you have selected the **NTP** or **Windows Compatible Time Protocol** setting, this is where you input a URL for at least one NTP server. Using three URLs is recommended.

Once configured, click **Save Changes**. Give the unit a few moments to establish a connection and then select the **Status** tab. One of the rows should have a green marker to indicate a valid connection. If no green marker is shown, you are not connected to an NTP server and should investigate further.