# How To Change the Date or Time - PRISMAX



1. Turn on machine.

DO NOT select New Patient. Date/time cannot be changed once new patient is selected.

Select "System" from top menu.

- 2. On the right side of screen, select drop down arrow beside "Operator"
- 3. Choose "Site Expert"
- 4. Enter the Code that was sent to your EMAIL, then select blue checkmark
- 5. Go to "Display" to the left of the screen. Select drown down arrow and choose "Date and Time".
- 6. Adjust the date or time, the select "APPLY" below the time selections.
- 7. Select "ACCEPT" at bottom right of screen.
- 8. Confirm that the date/time was correctly changed.



Step One

#### Turn on machine.

When you reach this screen, DO NOT select New Patient.

Choose "System".



## Step Two

Select drop-down arrow beside **"Operator"** (right upper screen).



### **Step Three**

#### Select "Site Expert".



### **Step Four**

Enter the 6 number code that was sent to you by email.

When done, select the blue checkmark.



## **Operations Screen**

## Date & Time

#### Passcode



**Step Five** 

To the right of the screen, choose the drop-down arrow beside **"Display".** 

Select "Date & Time".



# **Step Six and Seven**

Adjust date and time. Leave the format as 24 hours.

Note that the "5" refers to 5 PM, which will be displayed at 1700 on the machine.

Select "APPLY".

Confirm the new setting by selecting **"ACCEPT"** at the bottom.

# Step 8: Confirm Change

Confirm that the date and time was correctly changed. If the time did not update, go back and make sure you double confirm (select apply followed by accept).

