

A quick guide to setting up automatic date and time updates

Windows 10

To keep the date and time on your computer correct, it is recommended that you set up a time request from an official NTP (Network Time Protocol) server.

It is best to use the NTP server service offered by your Internet service provider (ISP). If you do not know which NTP server your ISP offers, you can use another one, for example ntp1.eenet.ee or ntp.aso.ee. The list of the most well-known NTP servers is also provided by your computer during configuration.

Please note! To configure the NTP service, you must have administrator rights on your computer.

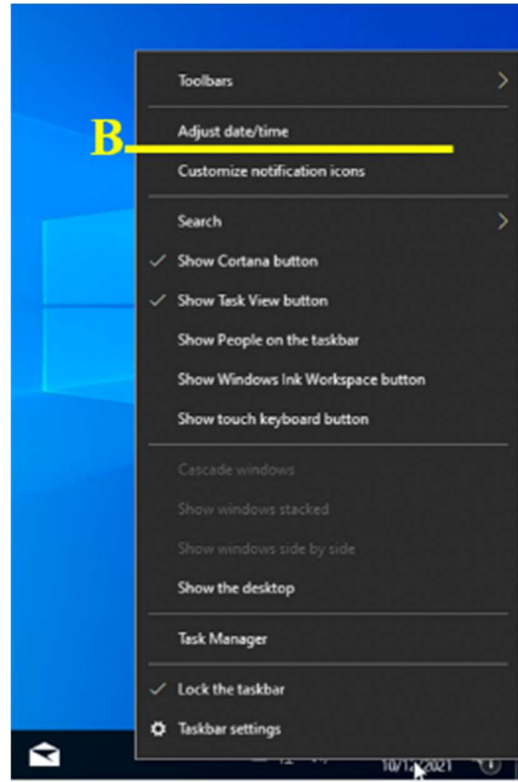
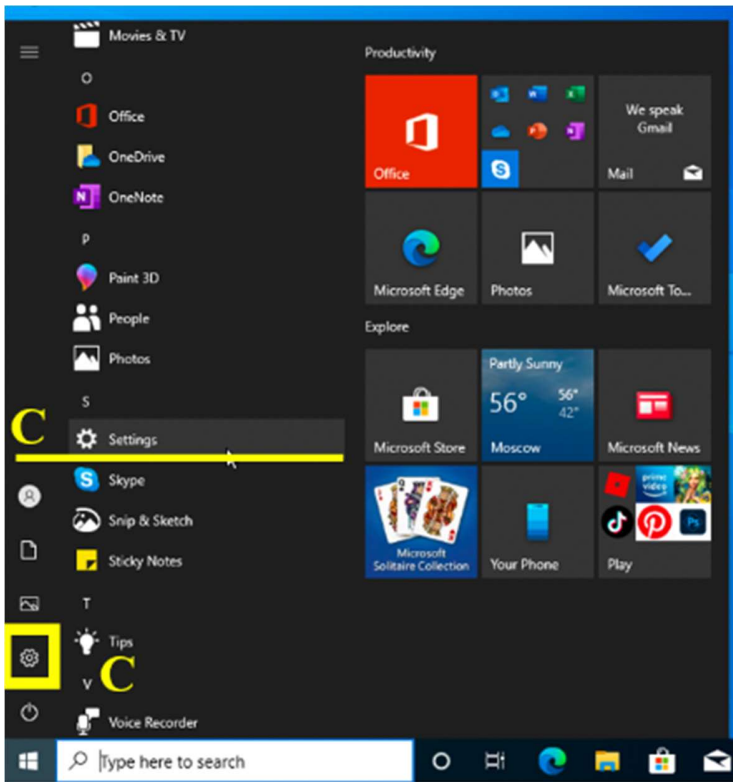
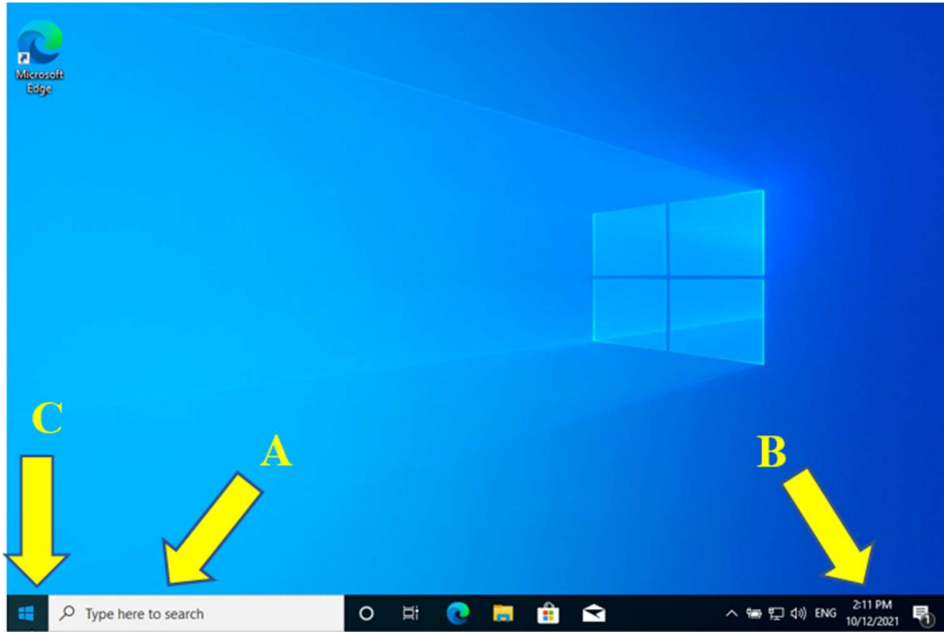
Depending on whether your computer is in Estonian or English, the following names are used in the menus and options (but the logic and location are usually the same):

„Settings“	=	„Sätted“
„Type here to search“	=	„Otsi“
„Date & Time“	=	„Kuupäev ja kellaaeg“
„Set time automatically“	=	„Automaatne kuupäev ja kellaaeg“
„Time zone“	=	„Ajavöönd“

The pictures show the correct menus and buttons in **yellow** and **red** letters, arrows, and lines.

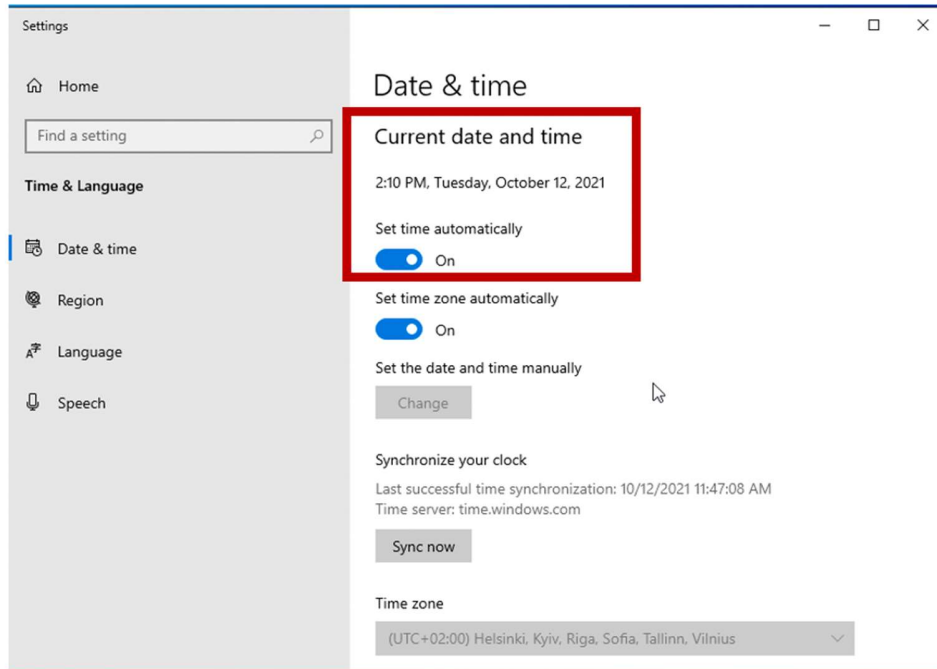
There are three ways to open the settings window:

- Use the universal search: find the box with 'Type here to search' in the lower left corner of the screen, click on it, and enter the search term 'date' in the box that opens.
- Right-click on the date in the lower right corner of the screen and select 'Adjust date/time' from the options that open.
- Click the 'Start' button in the lower left corner of the screen and find the row or button 'Settings' in the options that open.



In the settings window, scroll down until you find the 'date and time' option on the left.

Clicking on it opens a list of options, the first of which is 'Set time automatically'. Turn this option on and your computer will offer the best time server by default. We recommend selecting the correct time zone as well, either manually or automatically.



With some older versions of Windows, you may need to enter the time server manually, in which case make your selection in the correct box or enter, for example, ntp.aso.ee.

Please note! To configure the NTP service, you must have administrator rights on your computer.