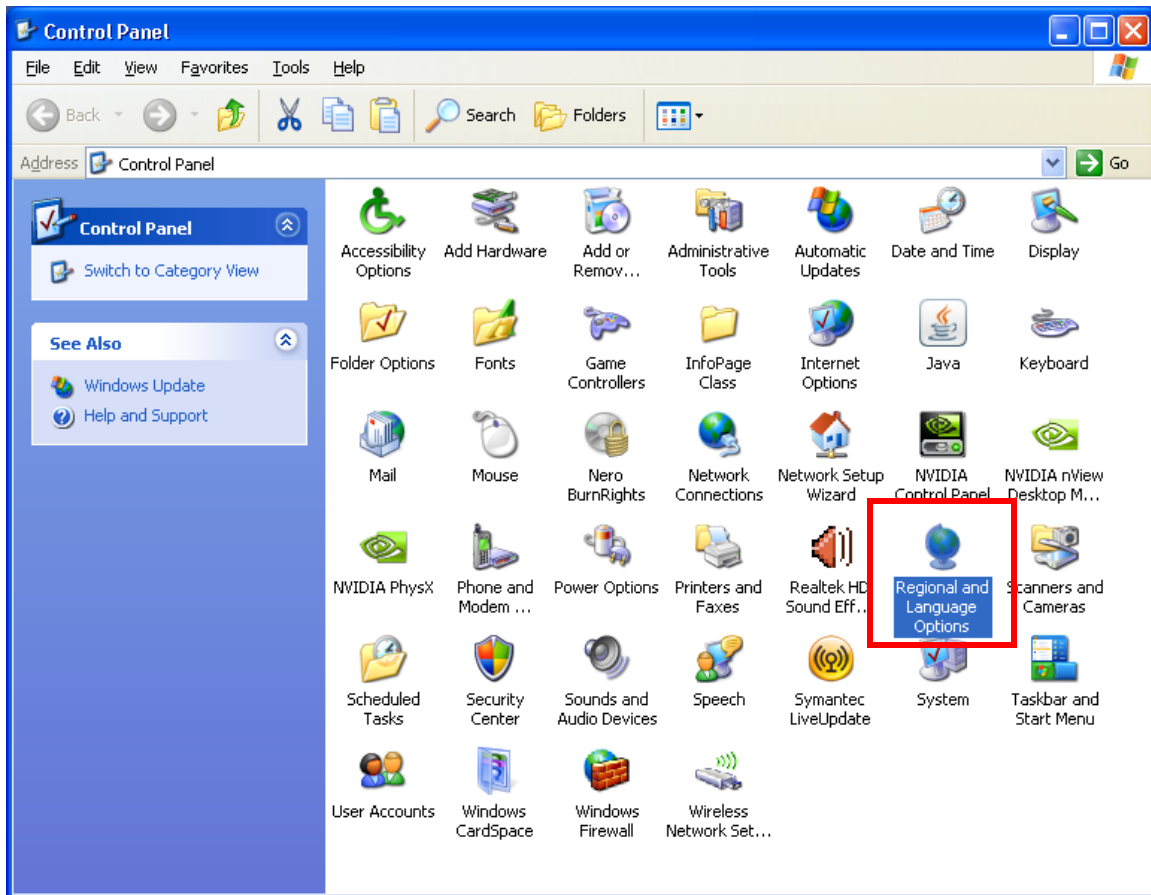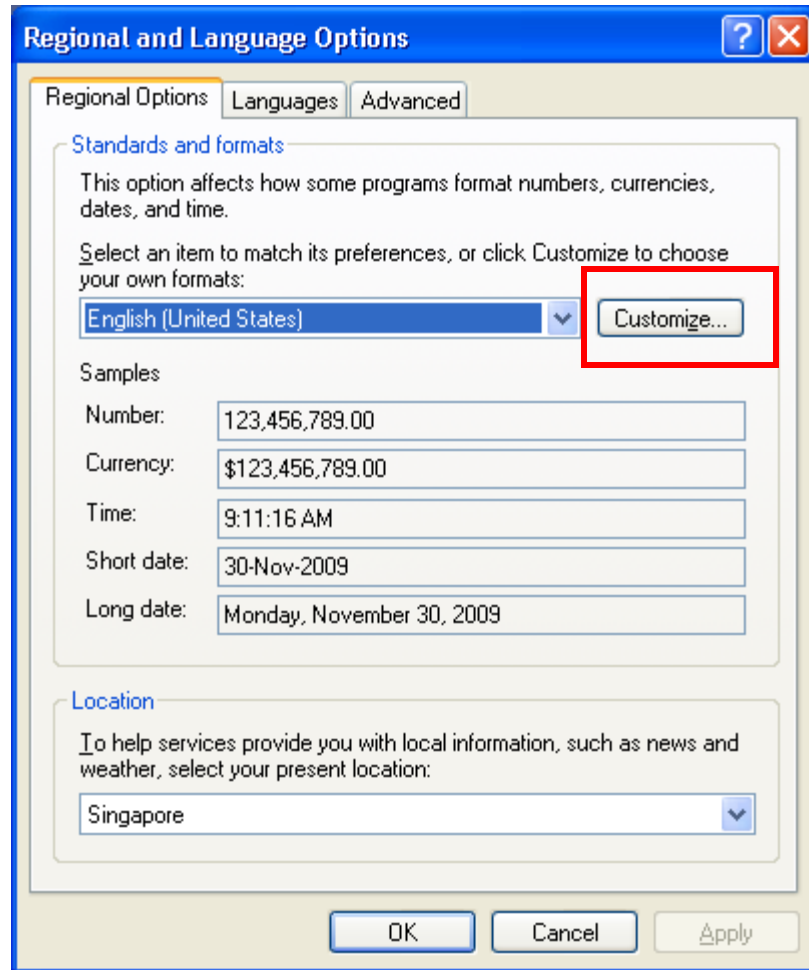**How to set the date format on Windows XP computers**
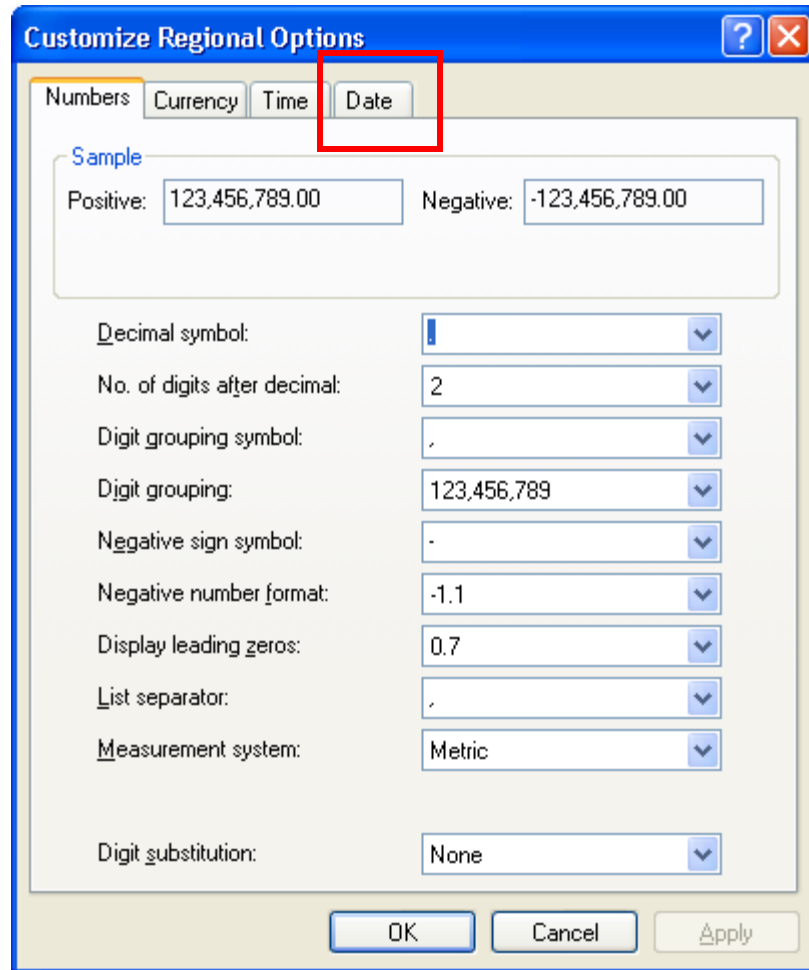
1. Click on the Start Button, click on the Control Panel menu.
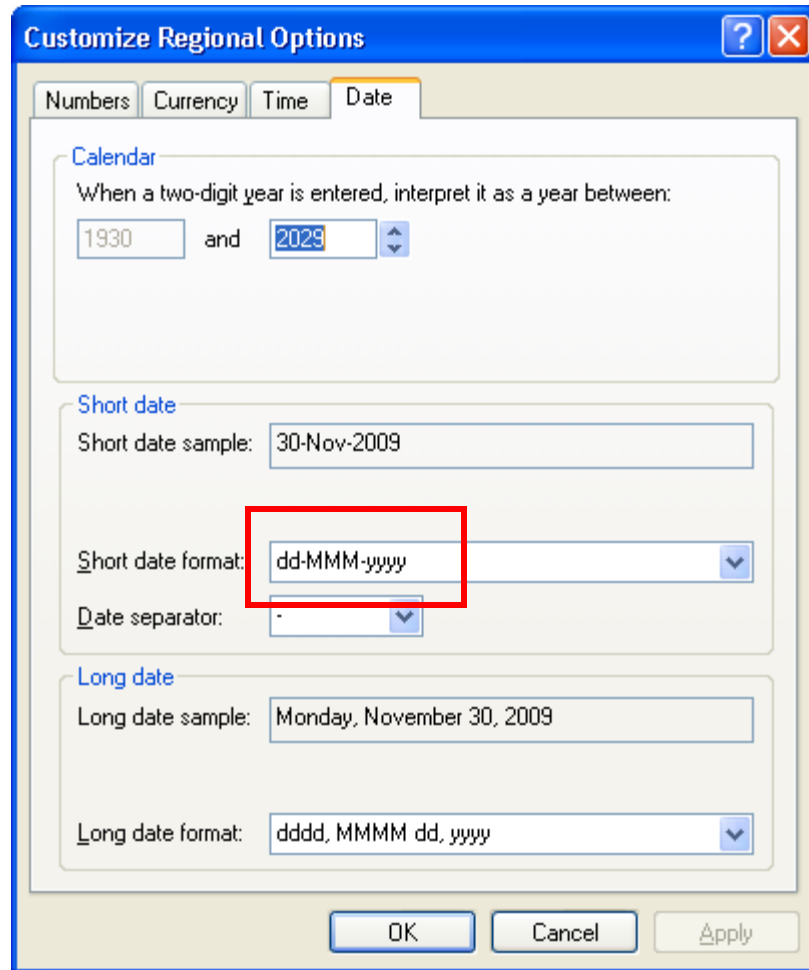

2. Click on the Regional and Language Options.

3. Click on the Customize Button.

4. Click on the Date tab.

5. Change the Short date format as shown above.
(Note: Do not select from the drop list, just type over as above.)