

Fixing DST on your Palm™ handheld:

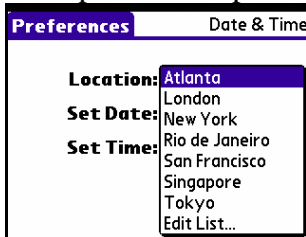
1. Go to preferences.



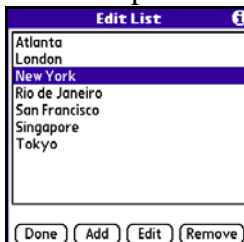
2. Under “General” – tap on “Date and Time.”



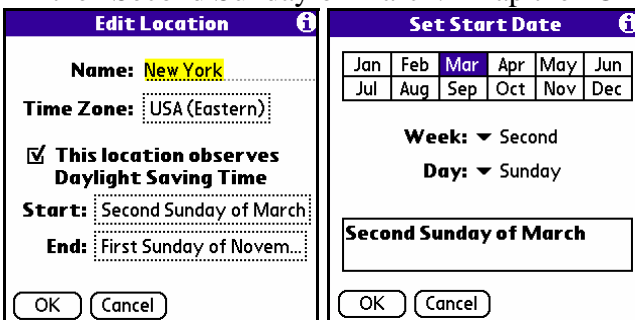
3. Tap on the drop down arrow beside “Location.”



4. Tap on “Edit List...”
5. Highlight on your designated location (somewhere in the Eastern Time Zone) then tap on the “Edit” button.



6. The “Edit Location” screen will appear. Tap the “Start” field and change it to say the “Second Sunday of March.” Tap the “OK” button.



7. Tap the “End” field and change it to say the “First Sunday in November.” Tap the “OK” button. (This will correct the time change in the fall as well).

Set End Date					
Jan	Feb	Mar	Apr	May	Jun
Jul	Aug	Sep	Oct	Nov	Dec
Week: ▼ First					
Day: ▼ Sunday					
First Sunday of November					
OK		Cancel			

8. Tap the “OK” button on the “Edit Location” screen
9. Tap the “Done” button on the “Edit List” screen.
10. Tap the “Done” button on the “Preferences” screen.

If you have any questions, email or call your ITSS or technology consultant at 240-314-2250.