

Report Troubleshooting (Excel Date Fields)

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Sometimes users may experience reports such as *Certificates*, *Inspections* & *Contracts* that do not include records that have been entered. Or a date may be interpreted differently due to the year limit for example the 'Date of Registration' located in *Building Information*. This is commonly due to a windows setting for two digit dates.

Please review this page to learn how to change the date system and format in Windows to resolve this problem.

<https://support.microsoft.com/en-us/office/change-the-date-system-format-or-two-digit-year-interpretation-aaa2159b-4ae8-4651-8bce-d4707bc9fb9f>