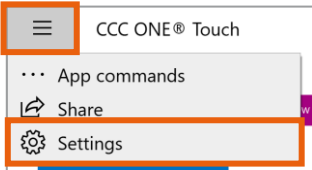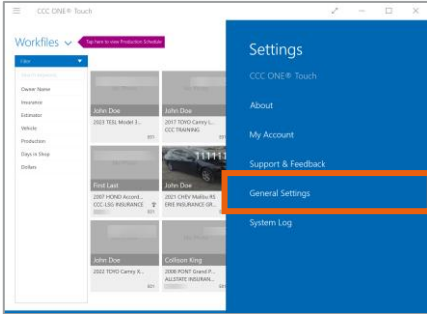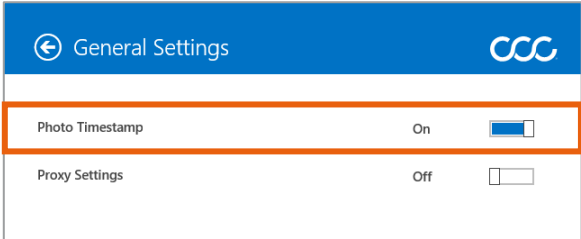# Using Photo Timestamps in CCC® Touch

Overview   This job aid demonstrates how to add a Timestamp on photos within CCC® Touch and change the data format in Windows Settings.
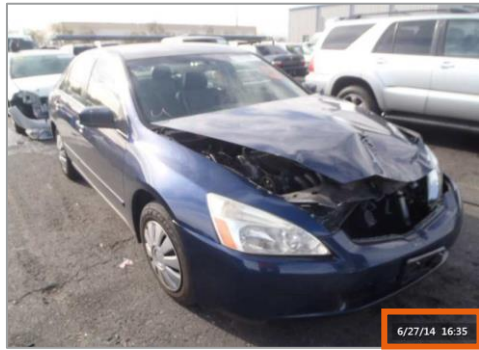
Photo Timestamp

Step	Action
1	In the upper left-hand corner, select the **Menu** > **Settings**.
2	Select **General Settings**.
3	Use the **Photo Timestamp** toggle to turn the feature **On** and **Off**.

Photo Timestamp, continued

Step	Action
4	When enabled, the **Timestamp** will embed on all photos taken from the device.

Date and Time Format

The Photo Timestamp format follows the Windows date and time settings. To change the Timestamp format:

Step	Action
1	Select the **Start** menu.
2	Open **Settings**.
3	Select **Time & Language** > **Region**.
4	Under **Regional format data**, select **Change data formats**. Then, select the desired date or time format.