## Cannot enter date of birth

# **Frequently Asked Question:**

I cannot enter the date of birth

### **Resolution:**

You must enter the date using the 4-digit format: mm/dd/yyyy. To enter a date of birth, use the mouse to click on the appropriate field. For data fields, use the mouse to click to the appropriate field and enter information.

Check the date entered for the Assessment date as well as the Date of Birth. Both must be accurate or the norms calculations will not be correct.

If the dates are entered correctly and the error continues, check your regional date settings in the control panel. WAIS-III WMS-III WIAT-II Scoring Assistant requires specific date settings for proper scoring of the assessments. If you experience problems entering or changing any dates, close the program and follow the instructions below:

### Windows Regional Options:

- Click Start, Settings, Control Panel, Regional Settings.
- The first tab for Regional Settings Properties shows the language. Check for the correct country and language (English US).
- Click the Date tab and ensure that the Short Date Style format is set for Month / date / year. Select a sequence in that order. You can select MM/dd/yy or MM/dd/yyyy.
- Make changes as needed and click Apply to save the changes.
- Click OK and close Regional Settings and restart the computer before continuing with the program.

#### Windows XP Regional Options:

- Click Start and select Control Panel.
- Click Date, Time, Language, and Regional Options.
- Click Change the format of numbers, dates, and times.
- On the Regional Options tab, click Customize.
- Click the Date tab.
- The Short date format must allow for Month / date / year. Select a sequence in that order. You can select: MM/dd/yy or MM/dd/yyyy.
- Click Apply, OK.

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