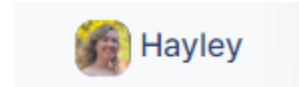


## Adjusting Your Time Zone in LivePrep






### 1. Go to Your Profile on LivePrep

Go to [LivePrep](#). Click on your profile icon in the bottom left corner of the screen.



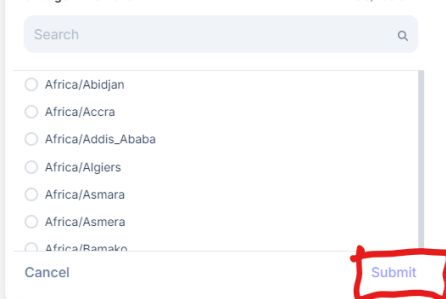
### 2. Go to the "Change Time Zone" Section

Once your profile information opens, select **"Change Time Zone"** from the left menu.

-  Edit Profile
-  Employment Details
-  Availability
-  **Change Time Zone**
-  Logout

### 3. Select the Correct Time Zone

Search for your time zone from the list and click **"Submit"** to save your changes.

A dropdown menu for selecting a time zone. It features a search bar at the top with a magnifying glass icon. Below the search bar is a list of time zones, each preceded by a radio button. The visible options are: Africa/Abidjan, Africa/Accra, Africa/Addis\_Ababa, Africa/Algiers, Africa/Asmara, Africa/Asmera, and Africa/Ramako. At the bottom of the list are 'Cancel' and 'Submit' buttons. The 'Submit' button is highlighted with a red box.