

# What timezone is used on reports?



Link: <https://help.responsiblefleet.com/deep-dive/what-timezone-is-used-on-reports/> Last Updated: September 1st, 2016

## QUESTION:

When I run an Activity Detail report for a vehicle located in the Eastern timezone, does the report show me Eastern time or Arizona time (my timezone)?

Reports show the **timezone** associated with user who runs the report. For example, the timezone in Tom Jones' user profile is set to US/Arizona:

Edit User: tjones	
Edit detailed information about this user.	
First Name	Tom
Last Name	Jones
Email Address	tom.jones@xyz.demo
Phone Number	5553153843
Address	
City	Scottsdale
State/Zip	AZ ▼ 85255
Country	United States ▼
Timezone	US/Arizona ▼

By default, any report Tom runs will show US/Arizona timezones—even if the vehicle(s) in the report are driven in locations that abide by Eastern time. In the following example, this vehicle was running in North Carolina at 12:51:01 PM Arizona (Mountain) time, which Tom would need to mentally convert to 2:51:01 PM local (Eastern) time.

Activity Detail Report »							
Selected Vehicle: John GTI							
Monday, January 4, 2016							
▼ Time	Driver	Ignition	Avg Speed	Inst Speed	Speed Limit	Location	
12:51:01 PM	Gaither, John <i>rev</i>	On	34 mph	45 mph E	40 mph	1506 Skeet Club Rd, High Point, NC	

The report timezone is always indicated in the report header:

Report Time Period	Jan 4 12:00 AM to 11:59 PM (MST)
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If Tom wants to run the report to show a different timezone—like for his Eastern vehicle example—he can easily set that option.

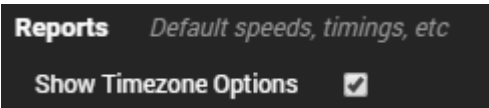
**Note.** Trip summarization data is always based on the timezone of the master user on the account.

## ► To change the report timezone:

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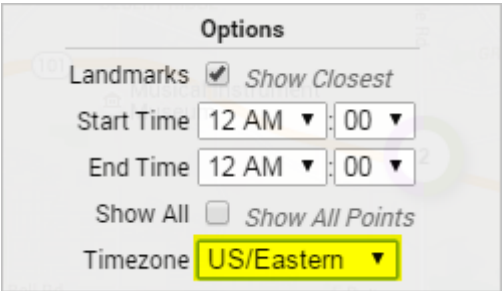
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1. From the dashboard, click  (User Preferences).
2. Select the **Show Timezone Option**, and then click **Apply**.




 **Tip!** Learn more about [setting report defaults](#).

1. Refresh the browser window.
2. From the Report menu, choose the report you want to run.
3. From the new Timezone option, choose the timezone for which you want to run the report.



1. Click **Run Report**.

The report now shows the times in the selected timezone:

Activity Detail Report »							
Selected Vehicle: John GTI							
Monday, January 4, 2016							
▼ Time	Driver	Ignition	Avg Speed	Inst Speed	Speed Limit	Location	
2:51:01 PM	Gaither, John <i>rev</i>	On	34 mph	45 mph E	40 mph	1506 Skeet Club Rd, High Point, NC	

The report header indicates the timezone for which the report was run:

Report Time Period	Jan 4 12:00 AM to 11:59 PM (EST)
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