


# How do I change my time zone?


SmartEngage uses Time zones at the Avatar level. This way you can adjust this setting based on the specific needs of the individual business/persona.

**Step 1:** Click on your Brand Avatar in the top left and then click on Manage / Integrate


 and or type unknown

**Step 2:** Scroll down the page near the bottom and you will see the section for "Avatar Timezone"

**Step 3:** Simply click on the dropdown and select the time zone you'd like for this avatar.

 and or type unknown

**Step 4:** Click Save Changes

 and or type unknown

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