Changing Regional and Language Settings

The standard field delimiter for CSV files is the comma. On American Windows versions, the comma is set as default for the "List Separator", which is okay for CSV files. But on European Windows versions this character is reserved as the Decimal Symbol and the "List Separator" is set by default to the semicolon. You will need to change the decimal symbol to a period and the list separator to a comma in control panel. These instructions are for Windows 7 Professional. On another version of windows the steps may not be identical but they should be similar.

Click Start | Control Panel, set View By to Large Icons

Click on **Region and** Language

🔾 🗢 📴 🕨 Control Panel 🕨 All Co	ntrol Panel Items		- Search Control Panel	
djust your computer's settings			View by: Large icons 🔻	
Action Center	ddministrative Tools	AutoPlay	Backup and Restore	
Color Management	Credential Manager	Date and Time	😿 Default Programs	
Desktop Gadgets	Device Manager	Devices and Printers	Jisplay	
Base of Access Center	Flash Player (32-bit)	Folder Options	Fonts	
Getting Started	📢 HomeGroup	Indexing Options	Internet Options	
Java (32-bit)	Ceyboard Keyboard	Location and Other Sensors	Mail (32-bit)	
Mouse	Network and Sharing Center	Notification Area Icons	NVIDIA Control Panel	
NVIDIA nView Desktop Manager	Parental Controls	Performance Informat and Tools	ion 🥰 Personalization	
Phone and Modem	Power Options	Programs and Feature	s 🙀 Recovery	
Region and Language	RemoteApp and Desktop Connections	Sound	Speech Recognition	
Sync Center	💐 System	Taskbar and Start Men	u Troubleshooting	
User Accounts	Windows Anytime Upgrade	Windows CardSpace	Windows Defender	
Windows Firewall	Windows Update			

Click on **Additional Settings**

🐓 Region and Language	e	Customize Format	×	
Formats Location Key	boards and Languages Administrative	Numbers Currency Time Date Sorting		
Format:		Example		
German (Germany)		Positive: 123.456.789.00 Negative: -123.456.789.00		
Change sorting meth				
Short date:	dd.MM.yyyy	Decimal symbol:	-	
Long date:	dddd, d. MMMM yyyy			
Short time:	h:mm tt	No. of digits after decimal:		
Long time:	HH:mm:ss	Digit grouping symbol:		
First day of week:	Montag 👻	Digit grouping: 123.456.789		
What does the nota	tion mean?	Negative sign symbol:		
Examples		Nega <u>t</u> ive number format:		
Short date: Long date:	16.12.2009 Mittwoch. 16. Dezember 2009	Display leading zeros: 0.7 🗸		
Short time:	10:12	List separator:		
Long time:	10:12:18	Measurement system:		
	Additional settings	Standard digits: 0123456789		
Go online to learn ab	out changing languages and regional formats	Use native digits:		
OK Cancel Apply		Click Reset to restore the system default settings for <u>R</u> eset <u>Reset</u>		
		OK Cancel Apply		

Change the Decimal symbol to a period.

'.' without the quotes

Change the List separator to a comma

',' without the quotes

Click ok