Change Date & Time Format in TIBA Spark

A user-configurable date & time format change is needed to omit any errors that may be received while creating validation stickers.

1. Open TIBA Spark in your choice of web browser.

spark-cloud.tibaparking.net/university-of-roche...
2. Enter your email address that was previously set up for Spark. If you need credentials, complete the Validation Access Request Form. (https://www.facilities.rochester.edu/_forms/parking_validation_access/index.php)

3. Enter your password.
4. Click "Login".

5. In the top, right hand corner of the Spark webpage, click on your name.
Click "User Settings".

Click "SPARK Date & Time".
Click the drop down menu under "Main Date Format".

Select the MM/dd/yy HH:mm format.
10. Click the drop down menu under "Secondary Date Format".

Example: 05/19/23 11:36

Secondary Date Format
Valid from/to for non transients

MM/dd/yy HH:mm

Example: 05/19/23 11:36

11. Select the MM/dd/yy HH:mm format.

Valid from/to for non transients

- MM/dd/yy HH:mm
- MMMM dd, yyyy HH:mm:ss
- MMM. dd, yyyy HH:mm
- MM/dd/yy HH:mm:ss
- MM/dd/yy HH:mm

Example: 05/19/23 11:36
12  Click "Save".

13  Click on your name again.
Click "Log Out".