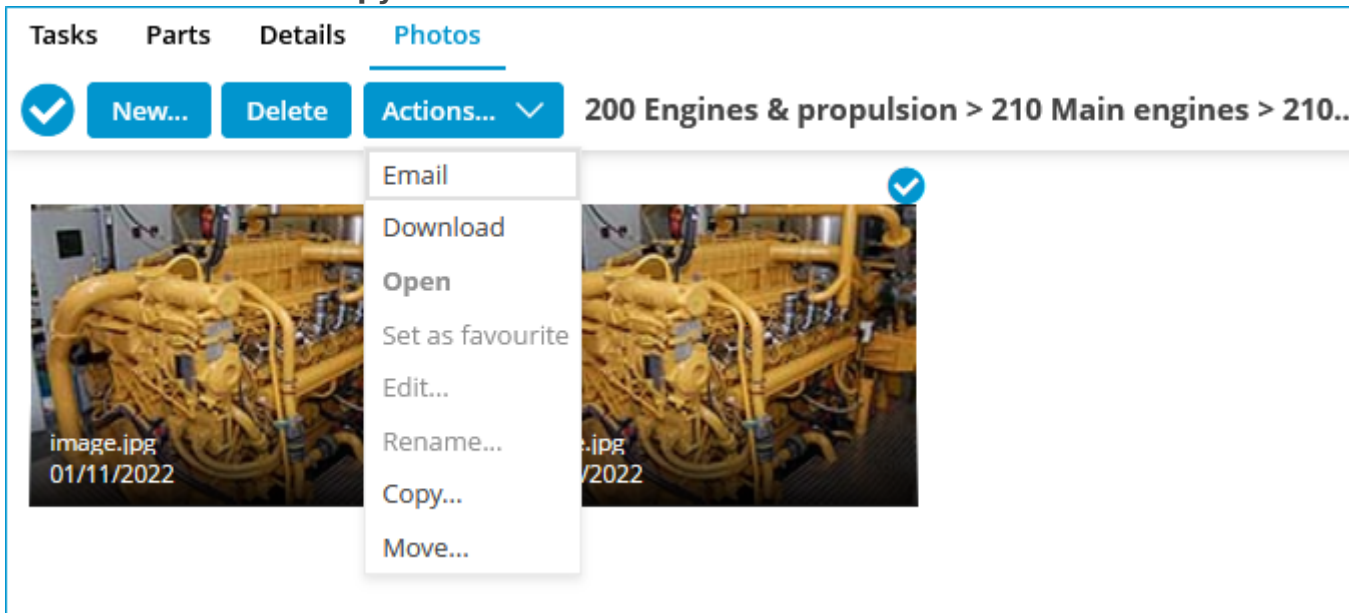


# How do I copy or move photos between categories?

1. Select the photos you want to copy.
2. Click on **Actions... > Copy**.



3. Select the category the photos need to be copied to.

**Copy category photos** □

Select a destination for the copied category photos.

- ▶ Mastex Cruise
- ▶ Mastex General Cargo
- ▼ Mastex Guard
  - ▶  Category A
  - ▶  100 SUPERSTRUCTURE
  - ▶  200 MAIN MACHINERY
  - ▶  300 PRIMARY SHIP SYSTEMS
  - ▶  400 ELECTRICAL SYSTEM
  - ▶  500 DECK EQUIPMENT
  - ▶  600 SECONDARY SHIP SYSTEMS
  - ▶  700 ACCOMMODATION
  - ▶  800 NAUTICAL, NAVIGATION AND COMMUNICATION EQUIPMENT
  - ▶  900 SPECIAL EQUIPMENT
- Mastex Office
- ▶ Mastex Tanker

**Save & close** **Close**

4. Click **Save & Close**.

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