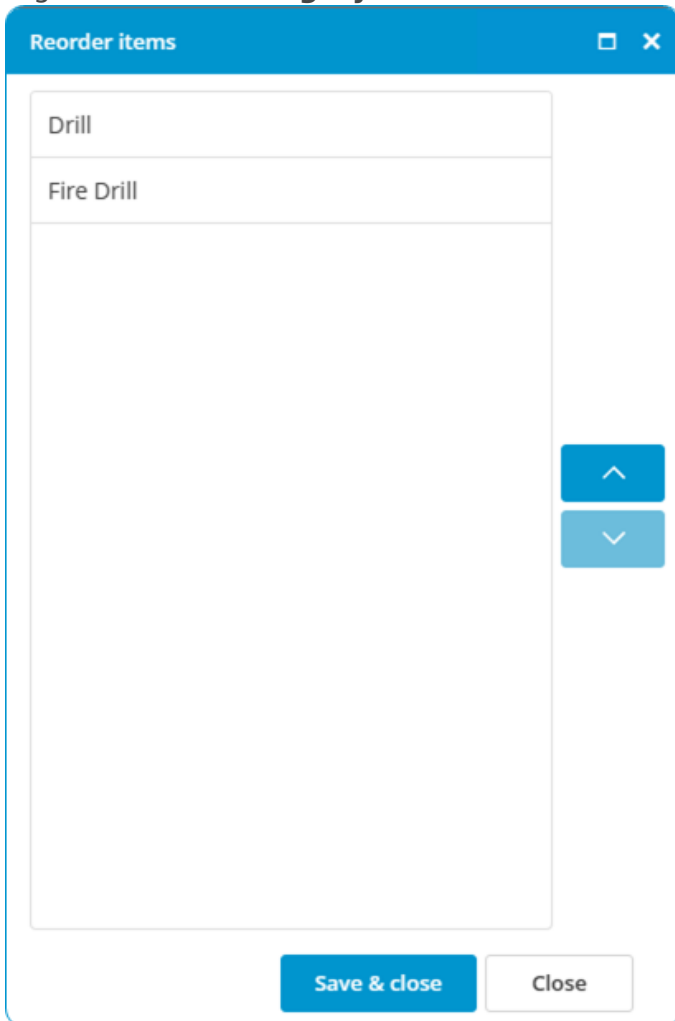


How do I reorder categories?

1. Navigate to **Safety** within the **Administration** module.
2. Right-click on a **category** and select **Reorder...**



3. Select a category and use **Move up** and **Move down** to change the order.
4. Click on **Save & close**.

Revision #2

Created 2024-11-08 15:40:56 UTC by Peter van Driel

Updated 2024-11-08 15:41:53 UTC by Peter van Driel