



## Products: How do I change the order of products?

Merliza N. - 2021-12-08 - Páginas y productos

Products are added to the page in the order that they are created. However, you may wish to display the products in a different order such as alphabetically or popularity. You can easily change the order of products on a page by doing the following:

1. In ShopFactory, click on the page in the left hand side tree menu that contains the products that you wish to change the order for.
2. Switch to the List view by clicking on MANAGE PRODUCTS from toolbar

The screenshot shows the ShopFactory Cloud interface. The top menu bar includes View, Services, Settings, Languages, ShopFactory Cloud, and Help. Below this is a toolbar with icons for Open, Save, Find, Central, Designer, Publish, and Preview. A red box highlights the 'Manage Products' button in the toolbar. On the left, a sidebar shows a tree menu with various pages, including 'SFX-LITE\_1' and 'SFX-PAL\_1'. The main area displays a table of products with columns for ID, Name, Catalog num..., Price, and Contained in. The table lists 21 products, with Product 16 highlighted in blue.

ID	Name	Catalog num...	Price	Contained in
P1	Product 1	p1	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P2	Product 2	p2	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P3	Product 3	p3	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P4	Product 4	p4	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P5	Product 5	p5	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P6	Product 6	p6	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P7	Product 7	p7	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P8	Product 8	p8	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P9	Product 9	p9	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P10	Product 10	p10	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P11	Product 11	p11	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P12	Product 12	p12	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P13	Product 13	p13	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P14	Product 14	p14	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P16	Product 16	p16	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P15	Product 15	p15	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P18	Product 18	p18	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P17	Product 17	p17	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P19	Product 19	p19	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P20	Product 20	p20	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...
P21	Product 21	p21	25.00	SFX-LITE_1(124), SFX-LITE_1(175), S...

3. Select the product that you wish to move by clicking on it and drag it to the desired location.