

# How do I sort products by position?

To sort the products by position:

1. In the administration panel, go to **Catalog > Categories**.
2. In the **Products** column, click on the number corresponding to the amount of products under the necessary category. On the opened page, you will be able to define the position of the products for this selected category.

## Categories

[+ Add category](#)

[bulk category addition](#)

<input type="checkbox"/>	POS.	<input type="checkbox"/> NAME	PRODUCTS	STATUS
<input type="checkbox"/>	<input type="text" value="10"/>	<input type="checkbox"/> <a href="#">Books</a>	<a href="#">3</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="20"/>	<input type="checkbox"/> <a href="#">Computers</a>	<a href="#">0</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="30"/>	<input type="checkbox"/> <a href="#">Music</a>	<a href="#">0</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="40"/>	<input type="checkbox"/> <a href="#">Apparel</a>	<a href="#">0</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="0"/>	<input type="checkbox"/> <a href="#">Men</a>	<a href="#">6</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="0"/>	<input type="checkbox"/> <a href="#">Women</a>	<a href="#">3</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="0"/>	<input type="checkbox"/> <a href="#">Kids &amp; Baby</a>	<a href="#">6</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="0"/>	<input type="checkbox"/> <a href="#">Shoes</a>	<a href="#">7</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>
<input type="checkbox"/>	<input type="text" value="50"/>	<input type="checkbox"/> <a href="#">DVD</a>	<a href="#">5</a> <a href="#">+ Add</a>	Active <input type="checkbox"/> <a href="#">edit</a>   <a href="#">delete</a>

Find results with:  Price (\$):  -  Search in category:  Women

Total items: 3 / 10

<input type="checkbox"/>	POS.	CODE	NAME	PRICE (\$)	LIST PRICE (\$)	QUANTITY	STATUS
<input type="checkbox"/>	10	B005	<a href="#">CKX Tech Women's Snowmobile Jacket</a>	99.95	0.00	50	Active <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="checkbox"/>	20	B002	<a href="#">EXPLOITED - Dead Cities - Black T-shirt - size XL</a>	15.99	0.00	50	Active <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="checkbox"/>	30	B00M	<a href="#">Pip Squeakers Ash Grey Sweatshirt(uni-sex adult)</a>	16.99	0.00	50	Active <input type="button" value="edit"/> <input type="button" value="delete"/>

Select all | Unselect all

Total items: 3 / 10

or

+ Add product

**NOTE:** The defined positions affect the sorting only if the **Default** sorting is selected in the **Sort by** section on the product list page in the storefront.

If you wish **Default** to be the default sorting, when a visitor opens a category page, select **Default** in the **Product list default sorting** select box in section **Design > Appearance settings** in the administration panel.

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<http://magicdustsupport.com.au/kb2/index.php?View=entry&EntryID=39>