

# How to reorder categories in the knowledge base?

363 Ajay Chadha April 18, 2023 Categories

2335 0

Categories can be reordered in a custom sort order via the “Priority” number column in the “Manage Categories” section (as shown below). This column stores the priority value for each category and you can set a custom integer value for each category.

Public Private Subscribers								Add New
ID	Name	Priority	Visible	Hits	Subcats	Articles	Actions	
985	<div><div></div><div>Agriculture</div></div>	<div>0</div> <div></div>	YES	137	6	25   29	<div>Actions</div>	
961	<div><div></div><div>Articles posted by Editor</div></div>	<div>0</div> <div></div>	YES	0	0	1   2	<div>Actions</div>	
4	<div><div></div><div>Articles posted by Writer</div><div>These are general FAQ articles</div></div>	<div>11</div> <div></div>	NO	100	16	13   17	<div>Actions</div>	
1078	<div><div></div><div>base language category</div></div>	<div>0</div> <div></div>	YES	0	0	0   0	<div>Actions</div>	
40	<div><div></div><div>Default Category</div></div>	<div>0</div> <div></div>	YES	223	0	7   10	<div>Actions</div>	
1	<div><div></div><div>General FAQ</div></div>	<div>12</div> <div></div>	YES	377	1	22   27	<div>Actions</div>	
1183	<div><div></div><div>Hello (World)</div></div>	<div>0</div> <div></div>	YES	0	0	0   0	<div>Actions</div>	

Once you've set the custom priority number for each category, make sure to change the “Display Order” of categories (in Tools > Manage Settings section) to “Priority” (as shown below) and save the settings.



General

Color Scheme

Features

Article

LDAP

Miscellaneous

KB LAYOUT SETTINGS

Front End Layout

☒ Fixed

☐ Fluid (100%)

Sidebar Width

Small

Sidebar Orientation

☒ Left

☐ Right

Category Tree Layout

☒ Bordered

☐ Normal

Show Articles in Category Tree?

☒ Yes, show them

Category Articles Count?

☒ Show

☐ Hide

Sort Categories By

☐ Priority

☒ Alphabetic Order

Show Only Translated Content?

☒ Yes, show them

After applying these changes, the categories should be displayed in the custom sort order based on the "Priority" field in the public-facing section of the PHPKB knowledge base software. Make sure to test your changes thoroughly to ensure everything works as expected.

Online URL: <https://www.phpkb.com/kb/article/how-to-reorder-categories-in-the-knowledge-base-363.html>