Editing a Product Category & Subcategory

The details of categories and subcategories often change over time, and you can edit their information at any time through the Management Console.

> **Quick Steps:** Go to **SHOP** / **PRODUCTS** / **PRODUCT CATEGORIES** or **PRODUCT SUBCATEGORIES** / **EDIT**

1. Within the Management Console, select **SHOP** from the top menu, then **PRODUCTS** from the left menu.

2. Select **PRODUCT CATEGORIES** or **PRODUCT SUBCATEGORIES** from the expanded left menu.

3. Click on **EDIT** next to the Category or Subcategory that you wish to make changes to.

4. Once you have completed all relevant details for the product, click **SAVE**.

Update the details and images for your Product Categories and Subcategories to allow you to promote different products at different times during the year.

Next Steps:

- - Transferring Product Categories
  - Adding a Product

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