

The logo for 'syde' is written in a white, lowercase, sans-serif font. The letter 'y' is stylized with a small loop at the bottom. The background is a gradient from blue at the top to pink at the bottom, with several white, thin, curved lines that resemble abstract shapes or paths.

Visual Merchandiser

User Guide

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Getting Started

Visual Merchandiser is a tool that helps you easily manage, organize, and optimize the visual presentation of your product collections in just a few clicks.

Installing the app

- ① Go to the Shopify App Store and search for "Visual Merchandiser".
- ② Install the app.
- ③ Access it through the "Apps" section of your Shopify account.

Subscription Plans

All three plans offer identical features:

- ✓ Automate collection sorting based on multiple criteria
- ✓ Highlight products and keep their fixed position
- ✓ Visually organize the collection

The type of plan you have access to is determined by your Shopify subscription.

Basic Plan

The Basic plan is exclusively available for Basic Shopify subscriptions.

Advanced Plan

The Basic plan is exclusively available for Advanced Shopify subscriptions.

Plus Plan

The Basic plan is exclusively available for Shopify Plus subscriptions.

Understanding the interface

Collections List

The Collection list brings together all your collections in one place, allowing you to view and access details about each of them.

| <input type="checkbox"/> | Name | Number of Products | Sort | Next reorganization | Last reorganization | |
|--------------------------|----------------------|--------------------|--|---------------------|---------------------|----------------------|
| <input type="checkbox"/> | Automated Collection | 8 | The collection is sorted automatically by best selling | - | - | Edit |
| <input type="checkbox"/> | Home page | 1 | The collection is sorted automatically by products available first and by best selling (last 7 days) | 3/8/2024 06:00 AM | 3/7/2024 10:48 AM | Edit |
| <input type="checkbox"/> | Hydrogen | 3 | The collection is sorted automatically by products available first and by best selling (last 7 days) | 3/8/2024 06:00 AM | 3/7/2024 10:48 AM | Edit |

Information

Name

It is the name you choose when creating your collection in the Collection section of Shopify.

Number of products

It is the number of products included in your collection.

Sorting Mode

The “sort” column indicates the type of reorganization (manual or automatic) and the specific sorting criteria used for each collection.

Manual

A manual reorganization involves applying various filters to manually arrange the majority of the collection, after which you can perform different manual adjustments to further customize and personalize your collection (see [Manual Organization](#)).

Automatic

An automatic reorganization refers to the process of scheduling one or more criteria to automatically reorganize a collection daily at a specified time (see [Automatic Organization](#)).

Next Reorganization

The next reorganization column shows the scheduled time at which a collection will be automatically reorganized based on the applied criteria (see [Automatic Organization](#)).

Last Reorganization

The last reorganization column displays the date and time when a collection was last sorted based on the applied criteria (see [Automatic Organization](#)).

Edit Button

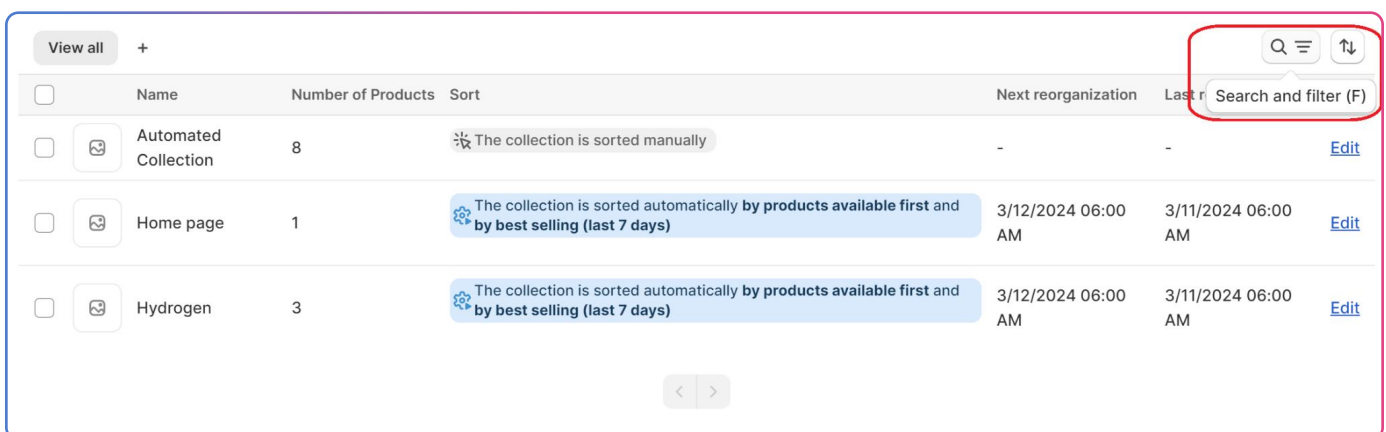
The Edit Button allows you to access, view, and sort the content of a collection.

Grid Paging

The arrows located at the bottom of the page allow navigation between the lists of collections when they can't be all displayed on one page (see [Grid Paging](#)).

Search Bar

The search feature allows you to find a specific collection (see [Collection Search](#)).



| <input type="checkbox"/> | Name | Number of Products | Sort | Next reorganization | Last reorganization | |
|--------------------------|----------------------|--------------------|--|---------------------|---------------------|----------------------|
| <input type="checkbox"/> | Automated Collection | 8 | The collection is sorted manually | - | - | Edit |
| <input type="checkbox"/> | Home page | 1 | The collection is sorted automatically by products available first and by best selling (last 7 days) | 3/12/2024 06:00 AM | 3/11/2024 06:00 AM | Edit |
| <input type="checkbox"/> | Hydrogen | 3 | The collection is sorted automatically by products available first and by best selling (last 7 days) | 3/12/2024 06:00 AM | 3/11/2024 06:00 AM | Edit |

View all +

Search and filter (F)

< >

Collection View

A collection view is a customized view of your collections based on criteria that you set up. (To learn how to create a view see [Add a search filter as a view](#))

| View all | | Winter Collection | + | | | Q | ☰ | ↕ |
|--------------------------|----------------------|--------------------|--|---------------------|---------------------|----------------------|---|---|
| <input type="checkbox"/> | Name | Number of Products | Sort | Next reorganization | Last reorganization | | | |
| <input type="checkbox"/> | Automated Collection | 8 | The collection is sorted manually | - | - | Edit | | |
| <input type="checkbox"/> | Home page | 1 | The collection is sorted automatically by products available first and by best selling (last 7 days) | 3/12/2024 06:00 AM | 3/11/2024 06:00 AM | Edit | | |
| <input type="checkbox"/> | Hydrogen | 3 | The collection is sorted automatically by products available first and by best selling (last 7 days) | 3/12/2024 06:00 AM | 3/11/2024 06:00 AM | Edit | | |

Collections Page

The collection page is where you can modify and organize the products in your collections with precision using all of the tools available in Visual Merchandiser.

Product grid Configuration

You can select:

- The number of columns in the product grid you are currently in.
- The number of products per page for the collection you are currently in.

You can also choose to Use default configuration (To determine the default configuration, go to [Configuring the app](#)).

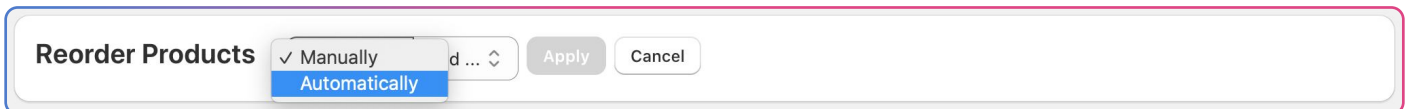
Product Grid Configuration Use default configuration

Number of columns in the products grid:

Number of products per page:

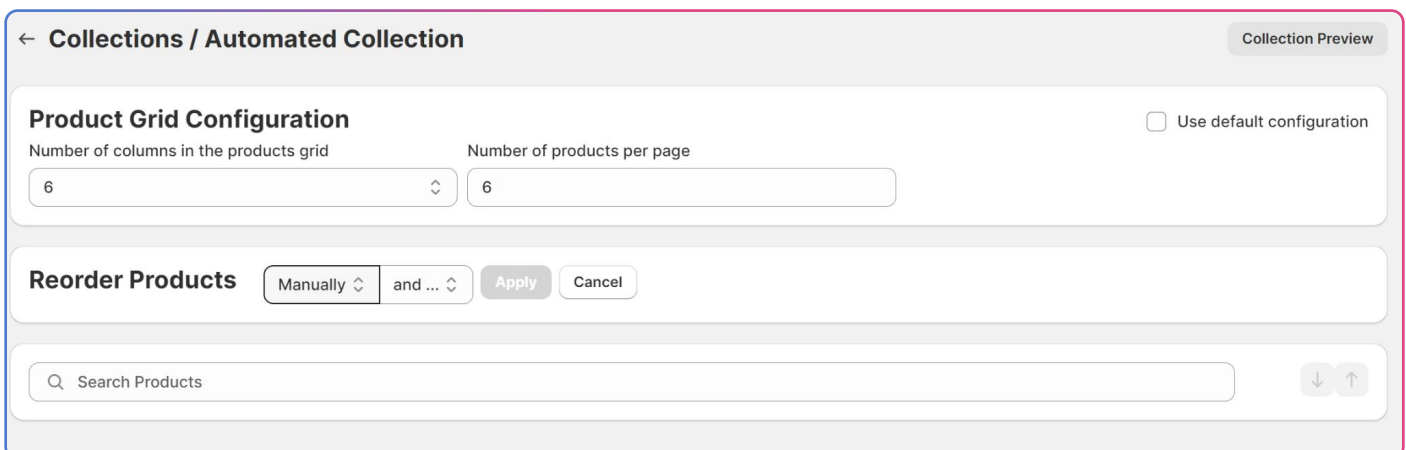
Reorder Products

To reorder products, you can choose between manual or automatic reordering for the collection you are currently in (see [Structuring your Collections](#)).



Front-end Preview

This feature offers you the ability to get a preview of your collection on the front-end (customer-facing side) (see [Front-End Preview Presentation](#)).

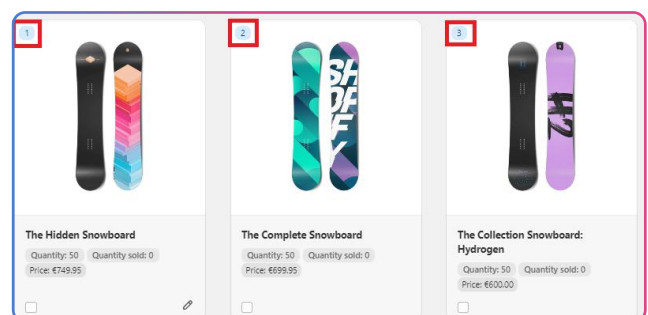


Product Card

A product card is a visual representation of a product that appears on a collection page. It includes an image of the product, its name, and the following information:

Spot Number

Each product has a spot number assigned to it. It refers to the place of the product in the collection page.



Price

You can choose to display the price on the product cards by configuring it in the Product grid configuration section (see [Display Prices](#)).

Quantity

When hovering over the Quantity text, you have access to the stocks of your different locations. You can select a stock reference in the Product grid configuration to display it on the product card without requiring a hover action (see [Choose the stock references](#)).

When you hover over the quantity text, the chosen location will be highlighted in bold.

Note: Selecting a particular stock reference will not limit the impact of the sorting criteria to only that stock location

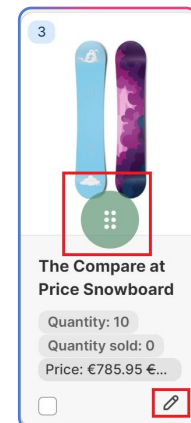
Quantity Sold

The Quantity sold refers to the number of products purchased on a period set in the Product grid configuration (see [Choose the period of sales](#)).

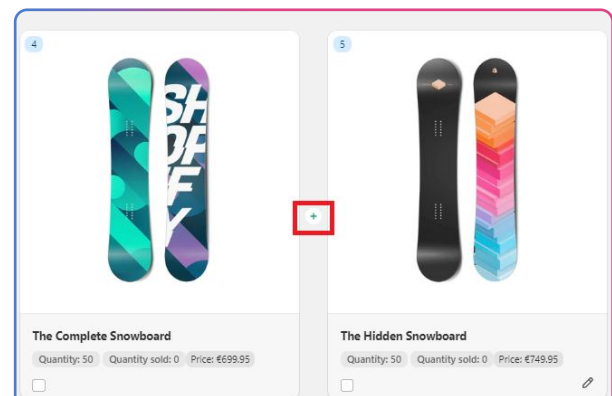
Product Hover Details

While hovering over a product card, two elements appear:

- ① [Drag & drop](#) icon: to place products into exact positions.
- ① Pen: to access [absolute](#) and [relative](#) position features.



While hovering between two products, the [product insertion](#) icon appears. It allows you to insert one or more products in that specific location.



Configuring the app

Product Grid Configuration

In **Visual Merchandiser > Configuration**, you can customize various features that will be applied to your [collection pages](#).

General Settings

Product Grid Configuration

Default configuration of collection page display in Visual Merchandiser

Include draft products in the product grid

Display prices in the product grid

Sales period displayed in the product grid

How many days to take into account for the best-sellers computation

Stock references for the product grid

Number of columns in the products grid

Specify the number of columns here.

Number of products per page

Specify the number of products here.

To apply these attributes to your collections, ensure that the Use default Configuration option is selected in each collection where you want them to be applied.

Product Grid Configuration

Use default configuration

Display Prices

To show prices on the [products cards](#):

Steps

- 1 Go to **Visual Merchandiser > Product Grid Configuration**.
- 2 Tick the **Display prices** in the product grid box.
- 3 Click **Save**.

Choose the period of sales displayed

The period of sales refers to the time frame that should be taken into account when determining the best-selling products.

To choose the sales period displayed on the [product cards](#):

Steps

- 1 Go to **Visual Merchandiser > Product Grid Configuration**.
- 2 Click on the **Sales period** displayed in the product grid sidebar component.
- 3 In the drop-down list, **select the period** of your choice.

Click **Save**.

Selecting the stock references

You can select the displayed location on product cards by choosing the stock reference in the product grid configuration.

Steps

- 1 Go to **Visual Merchandiser > Product Grid Configuration**.
- 2 Click on the **Stock references** for the product grid sidebar component.
- 3 In the drop-down list, **select the location** you want.

Click **Save**.

Note: Selecting a particular stock reference will not limit the impact of the sorting criteria to only that stock location

Select the number of columns

You can select the number of columns you want to display in your collection.

Steps

- 1 Go to **Visual Merchandiser > Product Grid Configuration**.
- 2 Click on the **Number of columns** in the product grid sidebar component.
- 3 In the drop-down list, **select** the number of columns you want.
- 4 Click **Save**.

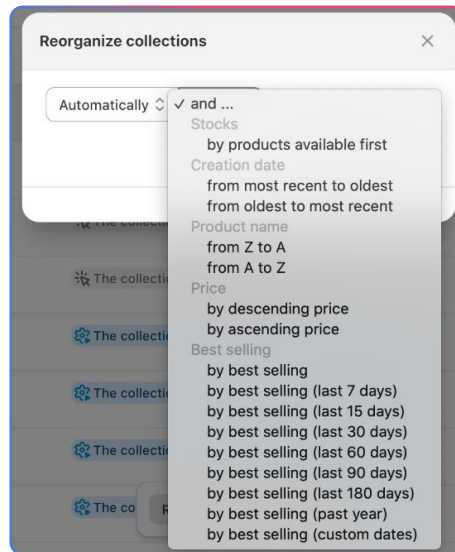
Select the number of products per page

You can select the number of products you want to display per page in your collection.

Steps

- 1 Go to **Visual Merchandiser > Product Grid Configuration**
- 2 In the **Number of products per page** sidebar component, write or select with the arrows
- 3 the number of products you want to be displayed on each page.
- 4 Click **Save**.

- 4 Use the next drop-down lists to set the **sorting criteria**.

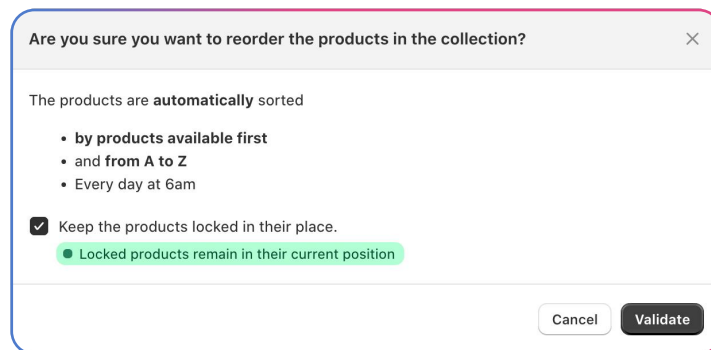


- 5 Choose a **time** for the reorganization (see [planning reorganization](#)).

- 6 Click **Validate**.

A validating window summarizing your choices opens.

You can choose to keep your products locked in their position or remove the lock function for this reorganization (to learn more about the lock function, click [here](#)).



- 7 Click on **Validate** to confirm your reorganization choices.

From the collection page

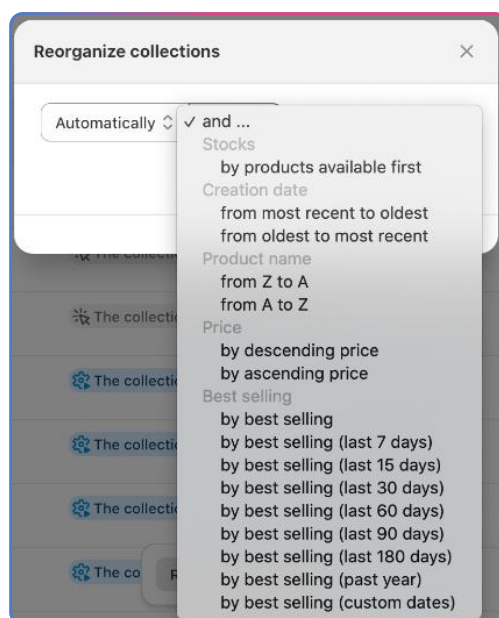
To automatically reorganize your collection from the collection page:

Steps

- 1 Go to **Visual Merchandiser > Collections**.
- 2 Click the **Edit** button next to a collection.
- 3 From the **Reorder Products** section:

In the first drop-down list choose the automatic reorganization.

Use the next drop-down lists to set the sorting criteria.



- 4 Click **Apply**.

Sorting criteria

You can automatically sort a collection by combining up to five criteria.

By stocks

Sorting by stocks organizes your product collections based on **stock availability**:

- ✓ Products with available stock are displayed first in the collection.
- ✓ Products that are out of stock are moved towards the end of the collection.
- ✓ The collection is automatically reorganized based on the stock status of each product

Note: if you don't choose the stocks sorting option first, it will no longer be available to select after choosing other sorting options.

Creation date

Sorting by creation date allows you to organize your product collections **based on the date each product was created**. You have two options:

- ✓ From most recent to oldest: Displays your newest products first in the collection.
- ✓ From oldest to most recent: Prioritizes products that have been in your store for a longer period of time.

The collection will automatically reorganize itself as new products are added.

Product name

When sorted with this criterion, by adding products or changing their names your collection will automatically update by the alphabetical order chosen.

You can organize your collection in alphabetic order from A to Z or from Z to A.

Price

You can choose to order your collection by descending or ascending price:

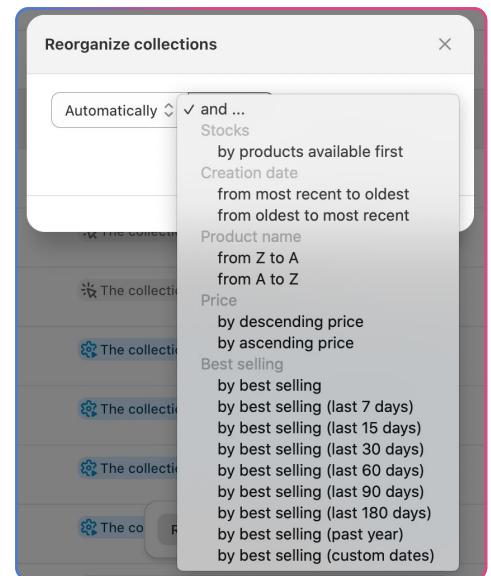
- ✓ Products with lower prices are displayed first when sorting in ascending order.
- ✓ Products with higher prices are displayed first when sorting in descending order.

Best selling

Sorting by best-selling lets you choose between nine options.

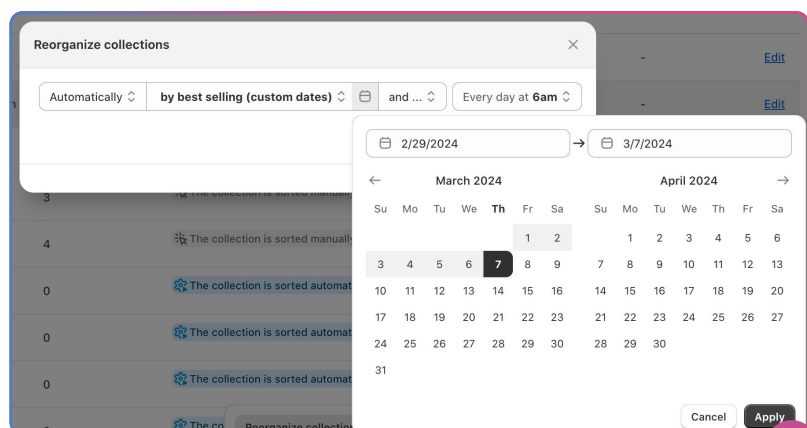
You can either choose the overall best-selling products, the best-selling products over a determined period (from 7 days to one year) of time, or over a period customized by you.

To personalize the best-selling period:



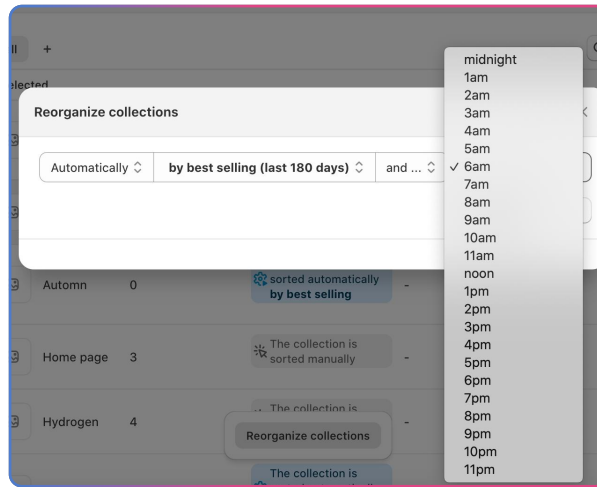
Steps

- 1 Click on **by best selling** (custom dates).
- 2 Click on the **calendar** next to the drop-down list.
- 3 In the new window, select a **start and end date** either by writing the numbers corresponding to the day, month, and year, or directly select the two dates on the calendar.
- 4 Click **Apply**.

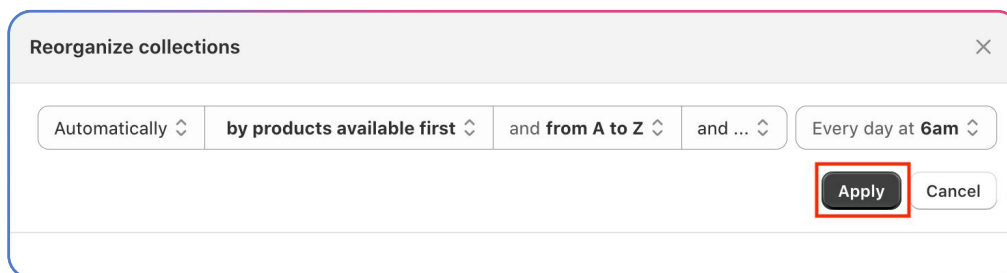


Planning reorganization

After selecting your [sorting criteria](#), you must set a specific time for the daily reorganization of the collection.



✓ Click **Apply** to confirm your choices.



From the collection list, you have now access to information which includes: the type of organization, the sorting filters, the next and the last reorganization.

Manual organization

With manual organization, you can select different criteria to arrange your collection manually. Afterwards, you can carry out various manual actions, such as [lock](#) or [drag & drop](#), to further customize your collection according to your preferences.

You can perform a manual reorganization from the [Collections List](#) and the [Collection Page](#).

From the collection list

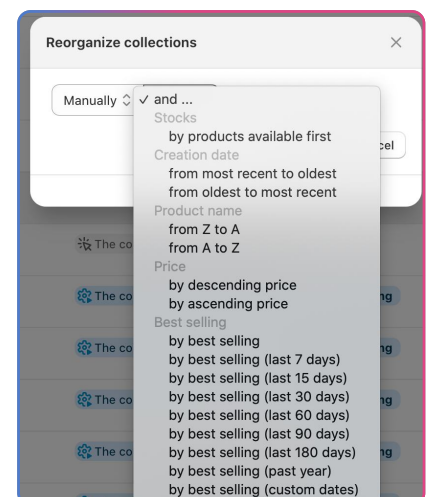
To manually reorganize your collection from the collection list:

Steps

- ① Go to **Visual Merchandiser > Collections**.
- ② **Select the collection** you want to organize by ticking the checkboxes or clicking on the collection name.
- ③ Click **Reorganize collection**.

| | | | | |
|----------|---|--|---|---|
| Hydrogen | 4 | The collection is sorted manually | - | - |
| Ice | 0 | The collection is sorted automatically by best selling | - | - |
| July | 0 | The collection is sorted automatically by best selling | - | - |

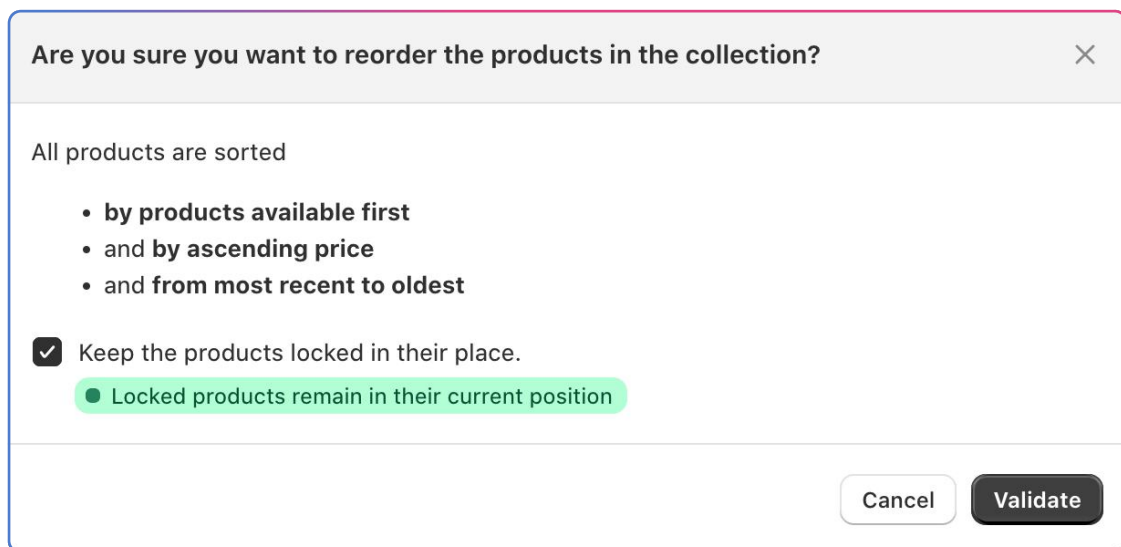
- ④ By default, the **Manually** function is selected.
- ⑤ Use the drop-down lists to set the sorting criteria. You can combine up to five of the following sorting criteria.
- ⑥ Click **Validate**.



A confirmation window summarizing your choices opens.

You can choose to keep your products locked in their place or remove the lock function for this reorganization.

To learn more about the lock function, click [here](#).



④ Click **Validate** to confirm your reorganization choices.

From the collection list, you have now access to information which includes the type of reorganization.

From the collection page

To manually reorganize your collection from the collection page:

Steps

- 1 Go to **Visual Merchandiser > Collections**.
- 2 Click **Edit** to enter a collection.
- 3 In the Reorder products section, select **Manually**.
- 4 Use the drop-down lists to set the sorting criteria.
- 5 Click **Apply**.

Sorting criteria

You can manually sort a collection by combining up to five criteria.

By stocks

Sorting by stocks organizes your product collections based on the availability of stock. With this feature, you can prioritize the display of products that are in stock and available for purchase, while deprioritizing products that are out of stock.

Note: If you don't choose the stocks sorting option first, it will no longer be available to select after choosing other sorting options.

Creation date

With sorting by creation date, you can choose two options: from most recent to oldest or from oldest to most recent. You can display your newest products first or prioritize products that have been in your store for a longer period of time.

Product name

You can organize your collection in alphabetic order from A to Z or from Z to A.

Price

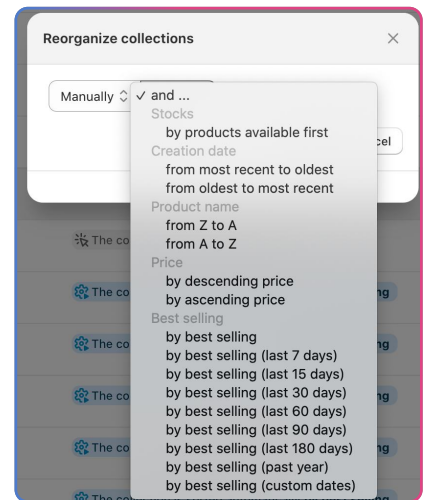
You can choose to order your collection by descending or ascending price.

- ✓ Products with lower prices are displayed first when sorting in ascending order.
- ✓ Products with higher prices are displayed first when sorting in descending order.

Best selling

Sorting by best-selling lets you choose between nine options.

You can either choose the overall best-selling products, the best-selling products over a determined period of time, or a period customized by you.



To personalize the best-selling period:

Steps

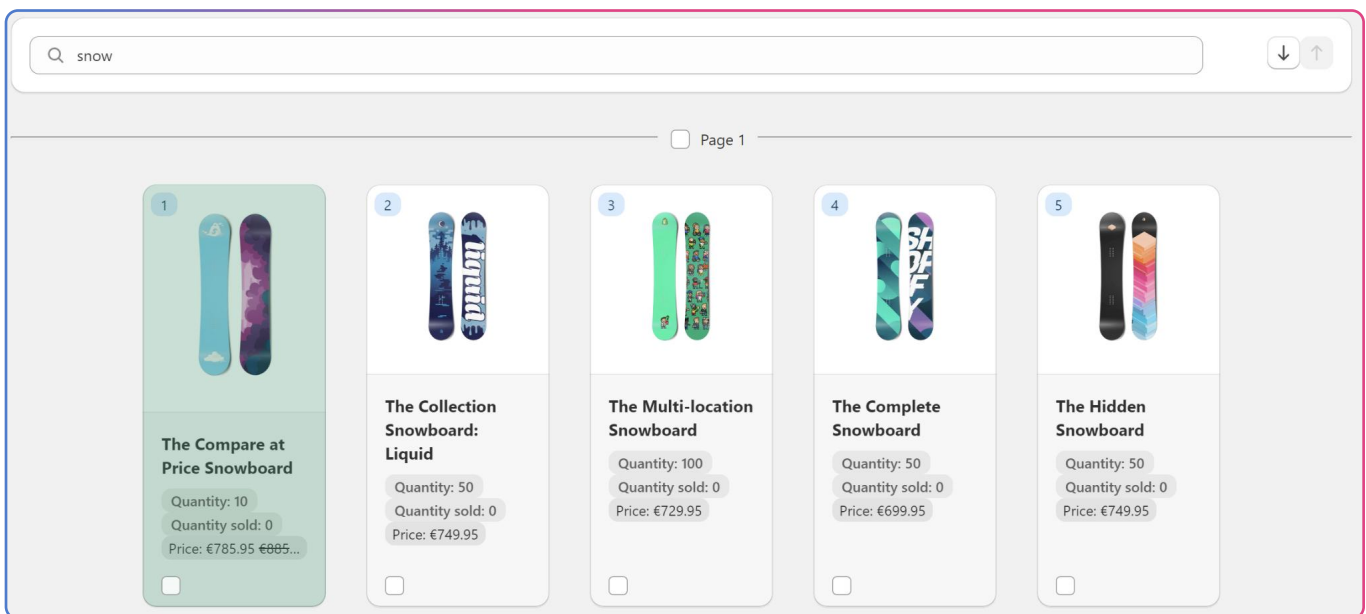
- 1 Click by **best selling** (custom dates).
- 2 Click on the **calendar** next to the box.
- 3 With the new window, **select a start and end date** either by writing the numbers corresponding to the day, month, and year, or directly select the two dates on the calendar.
- 4 Click **Apply**.

Search function

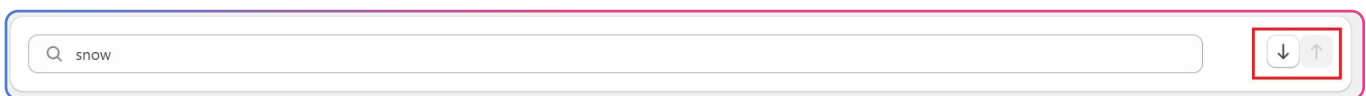
In each collection, you can perform a search for a product.



When entering data in the search bar the results will be displayed one by one with a green filter on each product. There is no need to press “Enter” to perform the search.



To navigate to the next or previous product in the search results, you can either click the arrows next to the search bar or use the up and down arrow keys on your keyboard.



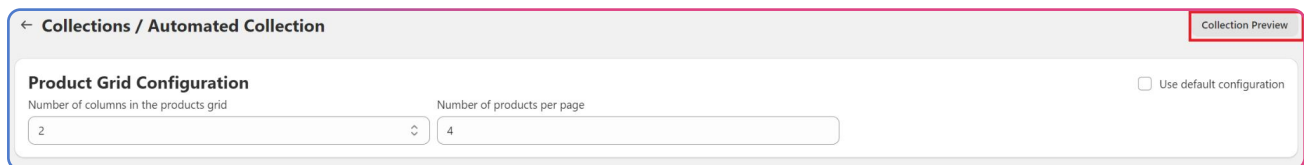
Front-end preview

The front-end preview offers you the ability to view and test changes to your collections' layout before publishing them. You can see exactly how your collection pages will appear to customers.

To see the front-end preview of a collection:

Steps

- 1 Go to **Visual Merchandiser > Collections**.
- 2 Enter in a collection with the **Edit** button.
- 3 Click **Collection Preview**.



← Collections / Automated Collection Collection Preview

Product Grid Configuration Use default configuration

Number of columns in the products grid: 2

Number of products per page: 4

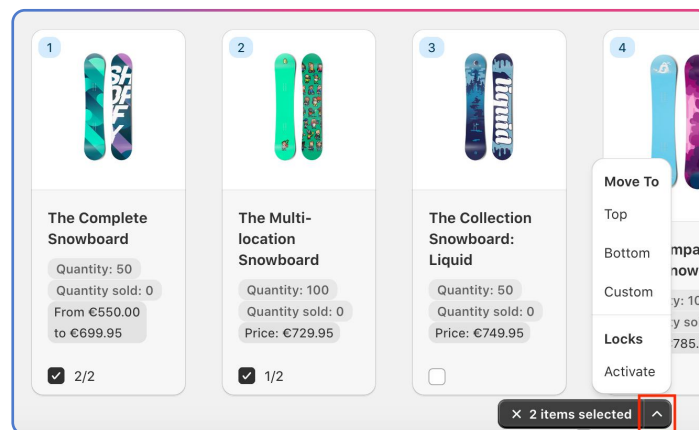
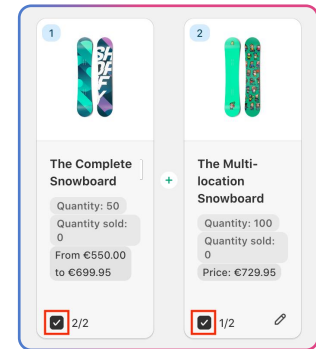
Move a product to a direction

With this functionality, you can move one or multiple products in a determined direction.

To do so:

Steps

- ① Tick the checkboxes to select one or more products that you want to move.
- ② Click the arrow on the black toolbar at the bottom of the page.
- ③ Select the direction you wish for the positions of your product(s) between **top**, **bottom**, and **custom**.



To move your product(s) to a custom position, you have to choose between [absolute position](#) and [relative position](#).

Adjusting your products and collections

Mass actions

A mass action refers to the ability to perform a single action on multiple products at once, saving time and increasing efficiency.

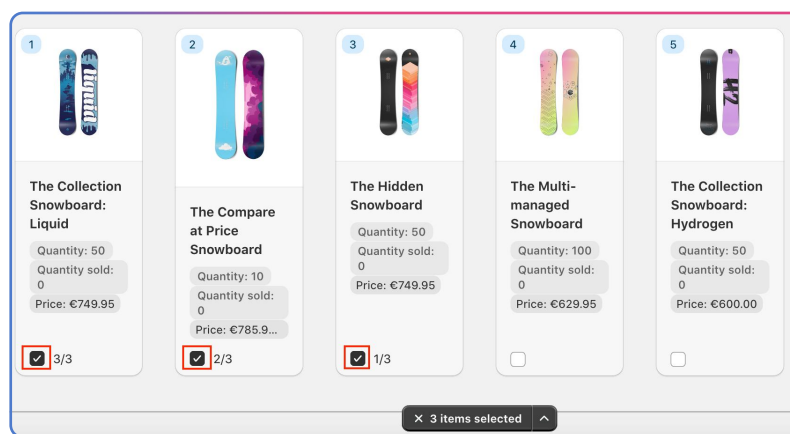
Selection tools

Checkbox

Similar to the Shopify interface, the checkbox allows you to select one or more options from a list to apply changes to this selection.

Product Cards

To apply changes on multiple products, tick the checkbox on the bottom left corner of each product card.



To deselect one product, tick again the checkbox of the product you don't want to apply changes to.

To deselect all the selections, click on the white cross in the black toolbar.

Note: After an action has been completed on a selection, the selection remains.

Page selection

When ticking the checkbox next to a page number, all items on the page will be selected.

Note: After an action has been completed on a selection, the selection remains.

Collection list

To select a collection on the collection page, either click the checkbox to the left of the collection or click on the collection row.

The screenshot shows the 'Collections' interface with a 'View all +' button and search, filter, and sort icons. A '4 selected' indicator is visible. The table below shows four rows, each with a checked checkbox, a collection name, a count, a sorting status, and an 'Edit' link.

| Selection | Collection Name | Count | Sorting Status | Actions |
|-------------------------------------|----------------------|-------|--|----------|
| <input checked="" type="checkbox"/> | August | 0 | The collection is sorted automatically by best selling | - - Edit |
| <input checked="" type="checkbox"/> | Automated Collection | 8 | The collection is sorted manually | - - Edit |
| <input checked="" type="checkbox"/> | Autumn | 0 | The collection is sorted automatically by best selling | - - Edit |
| <input checked="" type="checkbox"/> | Home page | 3 | The collection is sorted manually | - - Edit |

If you want to select all the collections, tick the checkbox below **View All**.

The screenshot shows the 'Collections' interface with a 'View all +' button and search, filter, and sort icons. A '12 selected' indicator is visible, with a red box highlighting the 'View all' checkbox. The table below shows five rows, each with a checked checkbox, a collection name, a count, a sorting status, and an 'Edit' link.

| Selection | Collection Name | Count | Sorting Status | Actions |
|-------------------------------------|----------------------|-------|--|----------|
| <input checked="" type="checkbox"/> | August | 0 | The collection is sorted automatically by best selling | - - Edit |
| <input checked="" type="checkbox"/> | Automated Collection | 8 | The collection is sorted manually | - - Edit |
| <input checked="" type="checkbox"/> | Autumn | 0 | The collection is sorted automatically by best selling | - - Edit |
| <input checked="" type="checkbox"/> | Home page | 3 | The collection is sorted manually | - - Edit |
| <input checked="" type="checkbox"/> | Hydrogen | 4 | The collection is sorted manually | - - Edit |

To deselect all the collections, tick again the checkbox.

Placement actions

Drag&drop

You can perform a drag & drop action on multiple products to easily move the position of the products (see [drag & drop on multiple products](#)).

Lock

Use the lock feature to keep products fixed in their current positions (see [Locking Multiple Products](#)).

Move a product to a direction

With this tool, you can move a product to the bottom, top, or a custom position of the collection. (see [Move a product to a direction](#)).

Searching tools

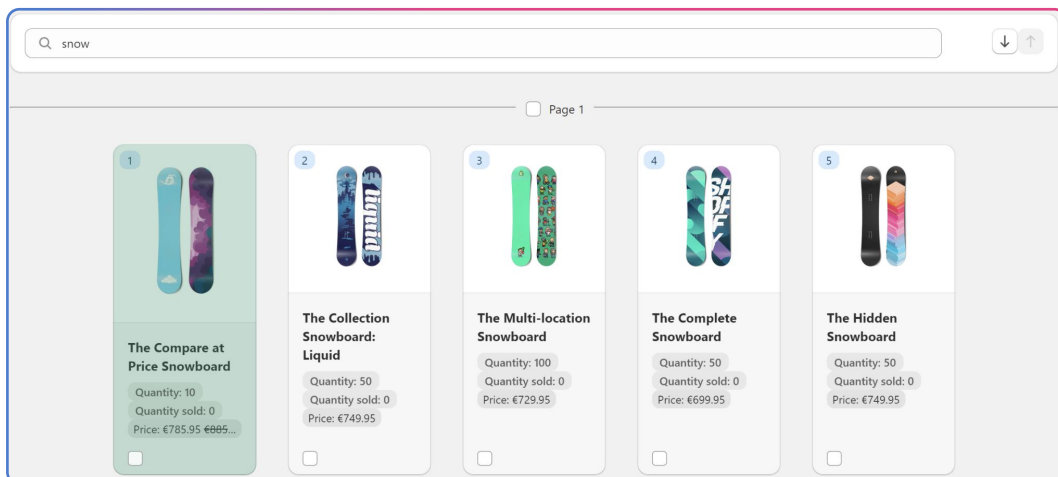
Product search

Search bar

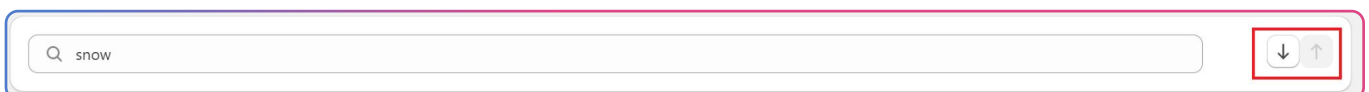
In each collection, you can perform a search for a product.

Steps

- ① Click on the magnifying glass to display the search bar.
- ② Type your search in the bar.
- ③ The results are displayed one by one with a green filter on each product.
 - ⊙ There is no need to press “Enter” to perform the search.



- ④ Navigate to the next or previous product in the search results by clicking the arrows next to the search bar or using the up and down arrow keys on your keyboard.



Position actions

Drag & drop

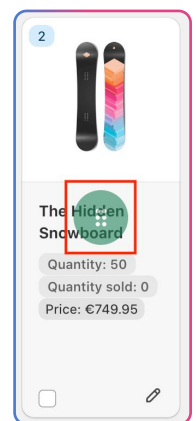
Dragging and dropping your products will allow you to efficiently and visually rearrange your collection by putting the products into precise positions. You can also move multiple products at the same time with the group drag & drop feature.

One product

To use the drag & drop feature on multiple products:

Steps

- ① Click on the **drag handle icon** surrounded by a green circle that appears while hovering over the product card you want to move.
- ② While holding down the mouse button, **drag the product** to the desired location. A green bar appears to show the future position of the product.
- ③ **Release** the mouse button.



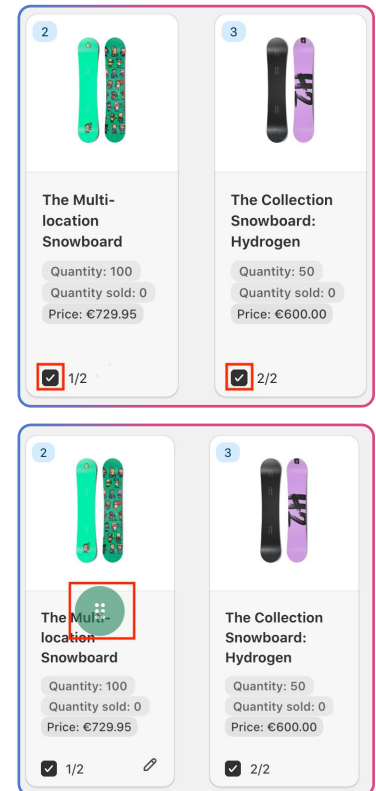
Note: It is not possible to move a product to the position of another product that is in lock position. If you attempt to place a product to the same spot as a locked product, the product you are moving will be placed either immediately to the left or immediately to the right of the locked product's position, but cannot take over the locked spot itself.

Multiple products

To use the drag & drop feature on multiple products:

Steps

- ① Tick the check box on each product card you want to move.
- ② Click on the drag handle icon surrounded by a green circle that appears while hovering over the product card you want to move.
- ③ While holding down the mouse button, drag the product to the desired location. A green bar appears to show the future position of the product.
- ④ Release the mouse button.



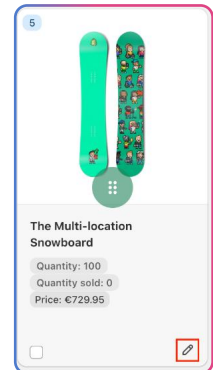
Note: It is not possible to move a product to the position of another product that is in lock position. If you attempt to place a product to the same spot as a locked product, the product you are moving will be placed either immediately to the left or immediately to the right of the locked product's position, but cannot take over the locked spot itself.

Absolute position

The absolute position allows you to manually set the position of a specific product within a collection, regardless of any other sorting rules that have been applied.

Steps

- ① Click the pen appearing on hover of the product card.
- ② Enter the number of the position you want the product to be displayed, manually or by using the arrows.
- ③ You can choose to tick the lock option. To learn more about the lock function, click [here](#).
- ④ Click Confirm.



The Multi-location Snowboard ✕

Absolute Position
Relative Position

Absolute position allows you to set the exact position of the product across all collection pages.

Move to position

Lock the position for this item

Cancel
Confirm

Note: Setting an absolute or relative position does not lock the position of the item.

Relative position

The relative position allows you to manually adjust the position of a product within a collection relative to other products. This tool allows you to move a product to either the top or bottom position of the selected page.

Steps

- ① Hover over the product card of your choice
- ② **Click** on the pen that appears while hovering.
- ③ Select **Relative Position**.
- ④ Choose between **first position** and **last position**.
- ⑤ Select the number of the page you want the product to be displayed.
- ⑥ You can tick the lock option. To learn more about the lock function, click [here](#).
- ⑦ Click Confirm.



The Multi-managed Snowboard ✕

Absolute Position
Relative Position

Relative position allows you to set the product's position on the page.

Move to
 ✓ First Position
 Last Position
 of the page

Lock the position for this item

Cancel
Confirm

Note: Setting an absolute or relative position does not lock the position of the item.

Lock

The Lock feature allows you to set a fixed position number for a product, enabling you to maintain the position of specific products while still being able to rearrange the rest of your collection.

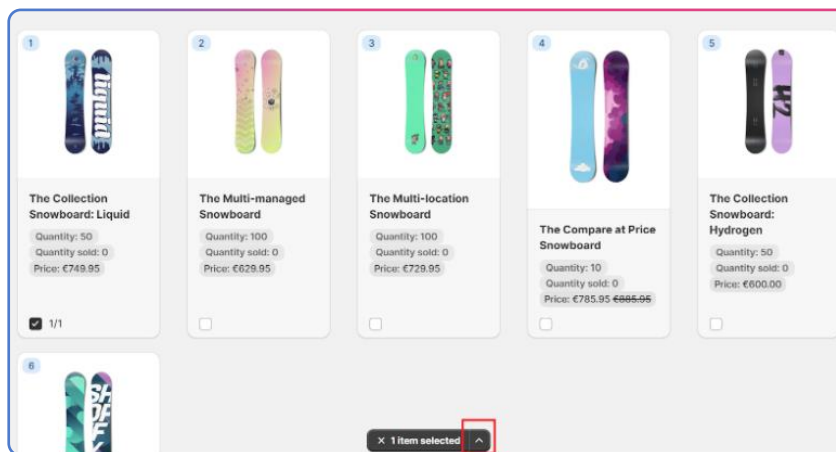
Locking one product

You can lock a product using either of these two methods:

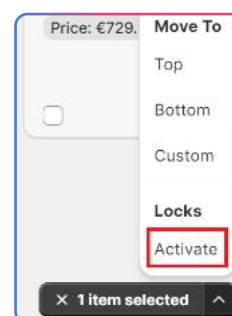
Option 1:

Steps

- ① Tick the box on the **product card**.
- ② **Click** on the arrow facing up at the bottom of the page next to **1 item selected**.



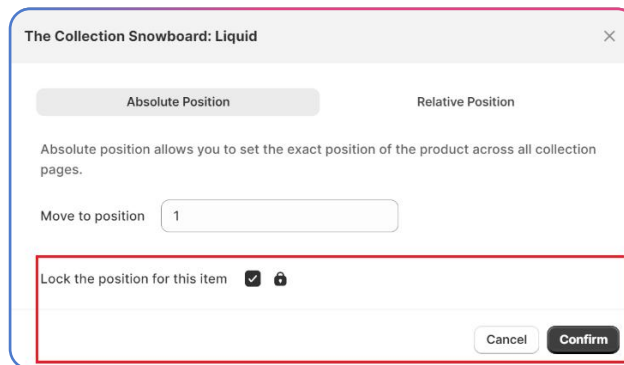
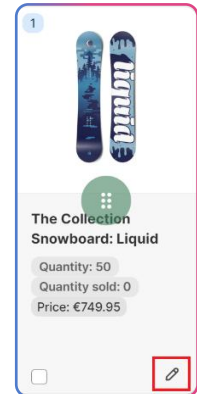
- ③ In the lock section, click **Activate**.



Option 2:

Steps

- ① Click on the **pen**, appearing when hovering over the product card.
- ② Choose **Lock the position** for this item (Learn more about [Absolute](#) or [Relative](#) position).
- ③ Click **Confirm**.

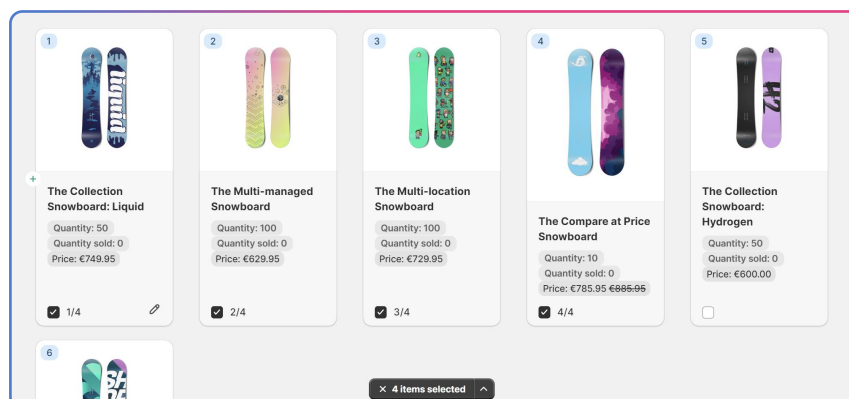


Locking multiple products

To lock multiple products:

Steps

- ① Tick the boxes of the products you want to lock.
- ② Click on the arrow facing up at the bottom of the page next to **items selected**.
- ③ In the lock section, click **Activate**.

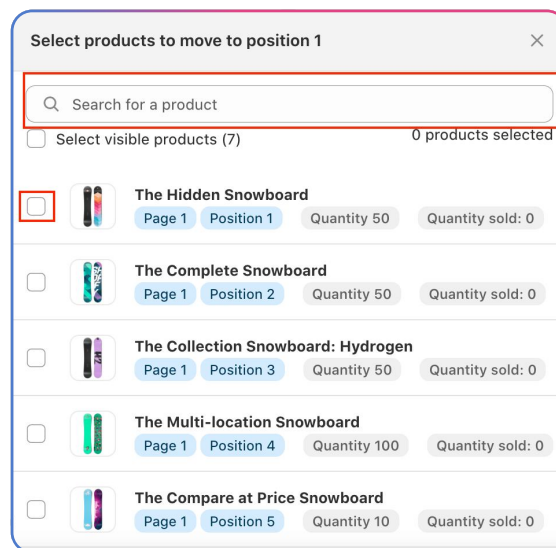
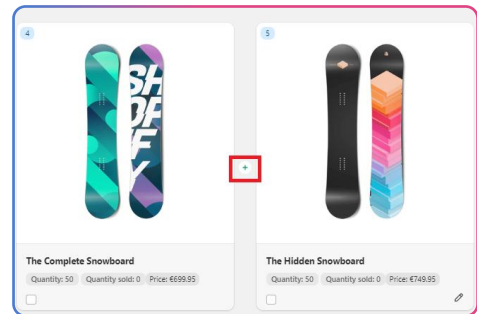


Product insertion

By using the product insertion function, you can efficiently place one or multiple products in a particular spot among other products.

Steps

- 1 Click **+** when hovering the space between two products.
- 2 Scroll through the product list or use the search bar to find a specific product.
- 3 Tick the checkbox next to the product(s) you want to position.
- 4 Click **Apply**.

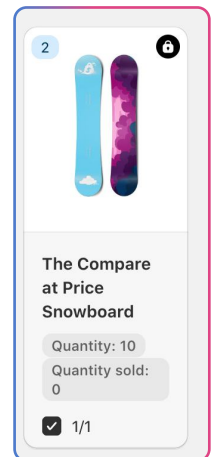


Move a product to a direction

With this functionality, you have the option to position a product at the top, bottom, or a custom location within the collection.

Steps

- 1 Tick the box of the product(s) you want to move.
- 2 Click on the arrow facing up at the bottom of the page next to **items selected**.
- 3 In the **Move To** section, select the position you want.



Managing collections in mass

Through search and organization, you can manage your collections in mass. This refers to the ability to apply actions to multiple collections at once.

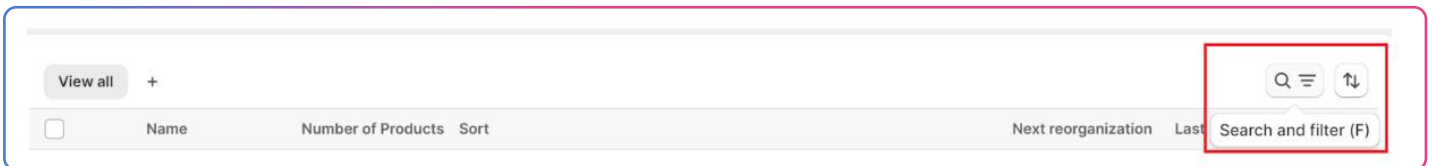
Collection Search

Search Bar

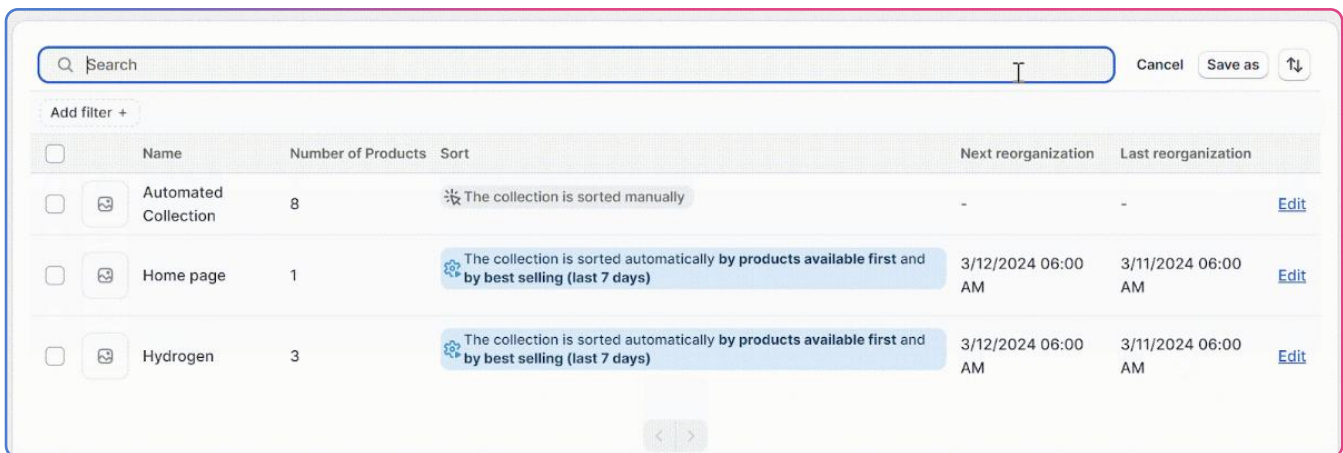
In the collection list, you can search for a collection through the search bar.

Steps

- ① Go to **Visual Merchandiser > Collections**.
- ② Click on the **magnifying glass** icon.



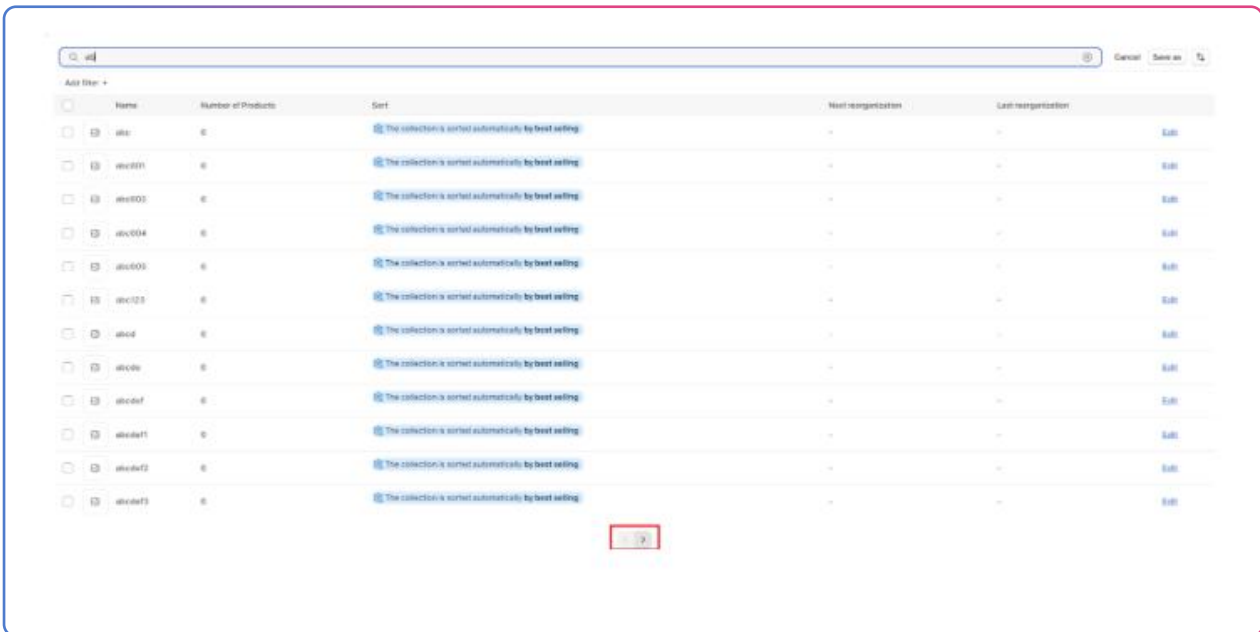
- ③ Type in the name of the collection you are searching for.
The results display gradually as you type.



Navigate between the result pages with the arrows at the bottom of the page.

Search Bar

- Navigate between the result pages with the arrows at the bottom of the page



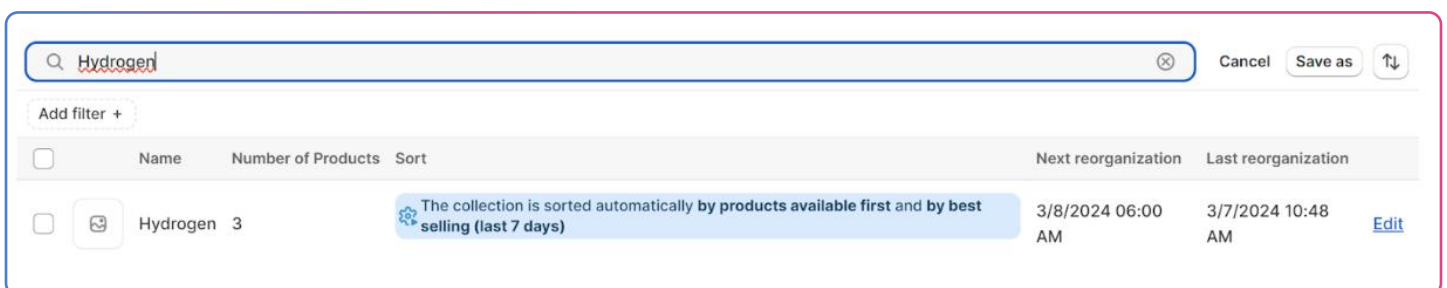
Add Search filter as a view

This tool helps you use a custom view with saved search settings to filter out collections that don't fit what you are looking for.

When you create a new collection view, it is added as a new tab on the Collections page. You can create, rename or delete views.

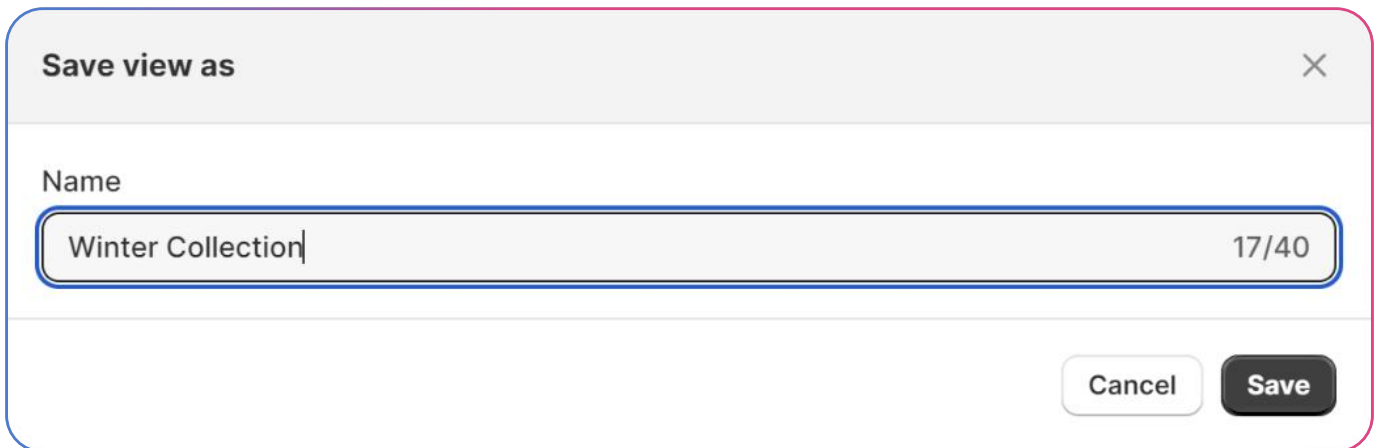
Steps

- Go to **Visual Merchandiser > Collections**.



- Type a search in the search bar.
- Click **Save as**.
- Type the name of the collection view.

Add Search filter as a view



Save view as ×

Name

Winter Collection 17/40

Cancel Save

- 5 Click **Save**.

Bulk Reorganization

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