Transcript
LibGuides Tutorial 11: How to Reorder Content within a Box

If you have found that content is in the wrong order in your content box, you may want to rearrange it. In this case, the E-Book image was added to the button of the E-Books content box and I want it to appear at the top of the box, just like the headphones appear at the top of the Audio Box.

To rearrange content within a content box, begin by click on the Add/Reorder button in the content box in which you want to rearrange the content. Next, select Reorder Content from the dropdown menu.

Now boxes will appear in place of your content. Click on the name of the box that you want to relocate and then drag it to the place where you would like for it to be.

Once you have reordered your content, click on Done Reordering.

And now your content is in the order you would like for it to be.