

Creating Catalog Categories

Updated Jul 19, 2021

As of July 12, 2021, this "Learn Veracross" site has been deprecated. It will remain live at least through October 1, 2021, but will no longer be updated. All knowledge content has moved to the new [Veracross Community](#). Please update your bookmarks.

[Here is the new version of this article in the Veracross Community.](#)

Step-by-Step

1. Navigate to the System homepage and click on **Add a Catalog Category**.
 2. Enter the desired name in the Description field.
 3. Enter an integer value in the Sort Key field.
 4. Click "Add Catalog Category" to save the new category.
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