

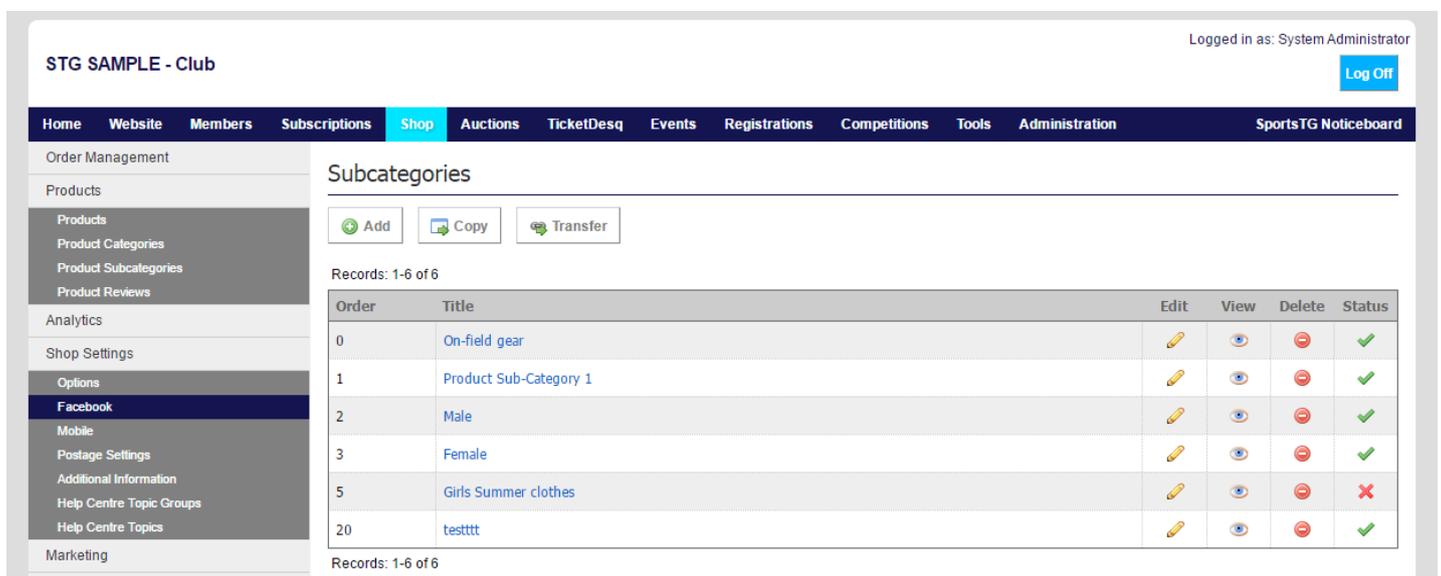
# Adding a Subcategory

Last Modified on 03/02/2017 11:20 am AEDT

## Quick Steps: Shop > Products > Product Subcategories > Add

Product Subcategories allow you to set up categories that different products belong to, underneath their main category, and then when setting up the products select the subcategory that is applicable to that product. Product Subcategories also become the dropdown items on the menu of your front end store allowing customers to find products easily.

1. First, within the Management Console, select **Shop** from the top menu, then **Shop Settings** from the left menu.
2. Go to **Options**, click **Edit** and go to the **Other Options** tab and set **Product Subcategories** to Yes.
3. Then, select **Products** from the left menu, followed by **Product Subcategories** from the expanded left menu.
4. Click **Add** to add a new Subcategory.



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Home Website Members Subscriptions **Shop** Auctions TicketDesq Events Registrations Competitions Tools Administration SportsTG Noticeboard

Order Management

Products

- Products
- Product Categories
- Product Subcategories
- Product Reviews

Analytics

Shop Settings

- Options
- Facebook**
- Mobile
- Postage Settings
- Additional Information
- Help Centre Topic Groups
- Help Centre Topics

Marketing

### Subcategories

[Add](#) [Copy](#) [Transfer](#)

Records: 1-6 of 6

Order	Title	Edit	View	Delete	Status
0	On-field gear				
1	Product Sub-Category 1				
2	Male				
3	Female				
5	Girls Summer clothes				
20	testttt				

Records: 1-6 of 6

5. Give the category a **Title** and **Order**, then add any relevant **Detail** or **Images**.

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### Subcategories

General Detail Images Other Information

Title:

Order:

6. Once you have completed all relevant information for the category, click **Save**.

**Note:** Product Subcategories are only visible if Product Subcategories is set Yes in **Shop Settings > Options > Other Options**

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