Edit Products from a top-level Category in Category Maintenance

If you have a category that contains same-level products and sub-categories, you can edit the products from the top-level category by hovering over the Options button and selecting Products.

You can still drill-down into the category to view and manipulate sub-categories.

With the feature enabled, you can edit the product from the Options button of the category in which the product resides.

Without the feature enabled, you would have to locate the product within Products & Categories Product Maintenance if you need to make changes.

Step-by-step guide

1. In the CMS, navigate to **Settings Feature Management Products & Categories**.

2. If not enabled, toggle ON '**Online Category Maintenance**' and click **Configure**.

3. Ensure 'Enable Online Category Maintenance' is toggled on.

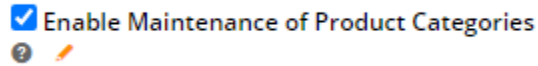4. Toggle ON '**Show Products Option for All Categories**'.

5. Click **Save & Exit**.

6. In the CMS, navigate to **Settings Feature Management Products & Categories**.

7. If not enabled, toggle ON '**Product Maintenance**' and click **Configure**.

8. Ensure **'Enable Maintenance of Product Categories'** is ticked.

9. Click **Save & Exit**.

10. Navigate **Products & Categories Category Maintenance**.

11. Locate a category that you know has products and sub-categories.
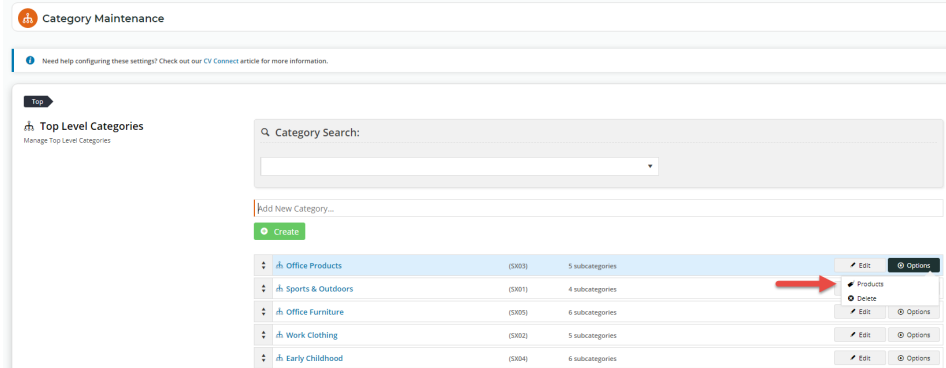
12. Hover over **Options** and select **Products.**

13. From there, you can hover over **Options** on an individual product and select **Product Maintenance**.

14. The system opens the Product Maintenance window for that product.

Additional Information

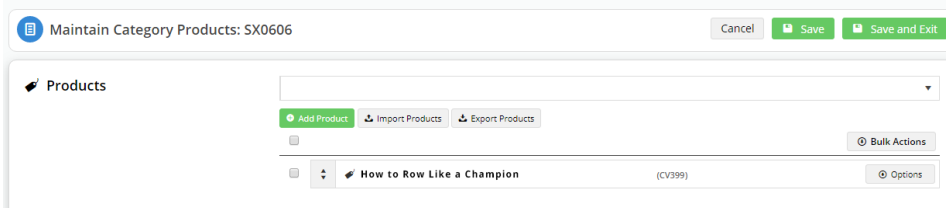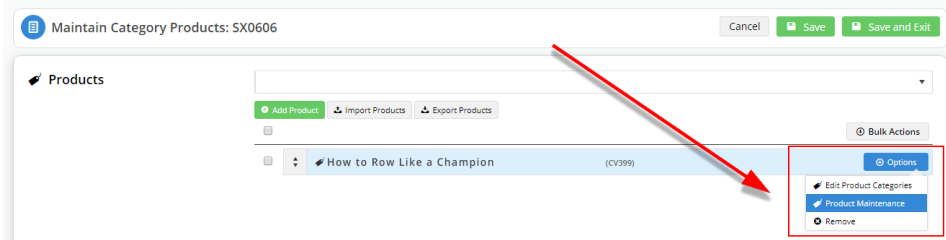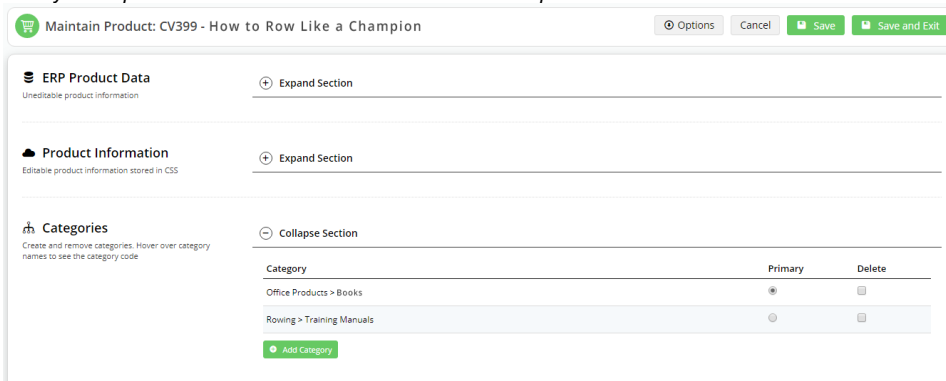|	
Minimum Version Requirements	1.16.00
Prerequisites	N/A
Self Configurable	Yes
Business Function	Category
BPD Only?	Yes
B2B/B2C/Both	Both
Ballpark Hours From CV (if opting for CV to complete self config component)	Contact Commerce Vision
Ballpark Hours From CV (in addition to any self config required)	Contact Commerce Vision
Third Party Costs	n/a
CMS Category	Category Maintenance

Related help

- [Maintain Product Category in Category Maintenance](#)
- [Carousel Options](#)
- [Category Template Override](#)
- [Infinite / Endless Scrolling](#)
- [SEO URL Rule Maintenance](#)