Rearranging the Left and Top Navigation Areas

Rearranging your top and left navigation areas can be accomplished by rearranging the tree structure in the **Navigation Pane** while editing.

1. Choose the page in the **Navigation Pane** to be moved.
2. Click the mouse down on the text of that page to be moved and drag it to the newly selected area and it.
3. Release the mouse.

In the image to the right, the training folders were originally in numeric order. Training 9 was dragged from its original position to its current position resulting in the navigation changing, as indicated in the images below.

### Top Navigation Pane

![Top Navigation Pane Image]

### Left Navigation Pane

![Left Navigation Pane Image]