Doteasy KB

How to sort photos

To sort photos in an album, log in to your Gallery admin panel and,
1. Click on the "Album" tab in the top toolbar.
2. Select the album to which you wish to remove the photo(s).
3. Click on "Sort Photos". This will open the "Sort Photos" window.
4. Sorting is done by drag-and-drop: simple drag the photo and drop it to its new order.
5. When ready, click on the "Close" button.

https://kb.doteasy.com/questions/521/