

# 2.7 Tips

- Course categories can be organized and structured according to the needs of the school, and can be single-level or multi-level, managed by the school itself.
- It is recommended that course category names be clear and concise, and avoid duplication.
- Before editing or deleting a course category, please check whether any courses under it need to be moved or preserved.
- You can use the sorting and moving functions to quickly organize a large number of courses or course categories, but if there are not many course categories, manual management is sufficient.
- If there are multiple administrators, it is advisable to coordinate with other colleagues/IT staff before making changes to avoid accidental deletions or mistakes.

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