

# How to Sort Rewards in Your Catalog

---

## What Is This?

---

You can drag your rewards into any order you like. The order you set is the same order your customers see in the customer portal under the **Recommended** sort. This puts your best rewards at the top, where customers spot them first.

## Real-Life Example

---


Aishah runs a bubble tea shop in Petaling Jaya. Her "Free Pearl Topping" reward at 100 points is a customer favourite, but it's stuck near the bottom of her list. She opens her rewards list, drags it to the top, and clicks the **tick** icon to save. The next customer who opens the rewards page sees the pearl topping reward right at the top — and redemptions pick up that same week.

## How to Set It Up


---


1. Go to **Admin Panel** → **Loyalty Program** → **Rewards**


# Pixalink

 Dashboard


## Loyalty Program

 Record Points

 Transactions


 Rewards

 E-commerce Transactions

 POS Transactions

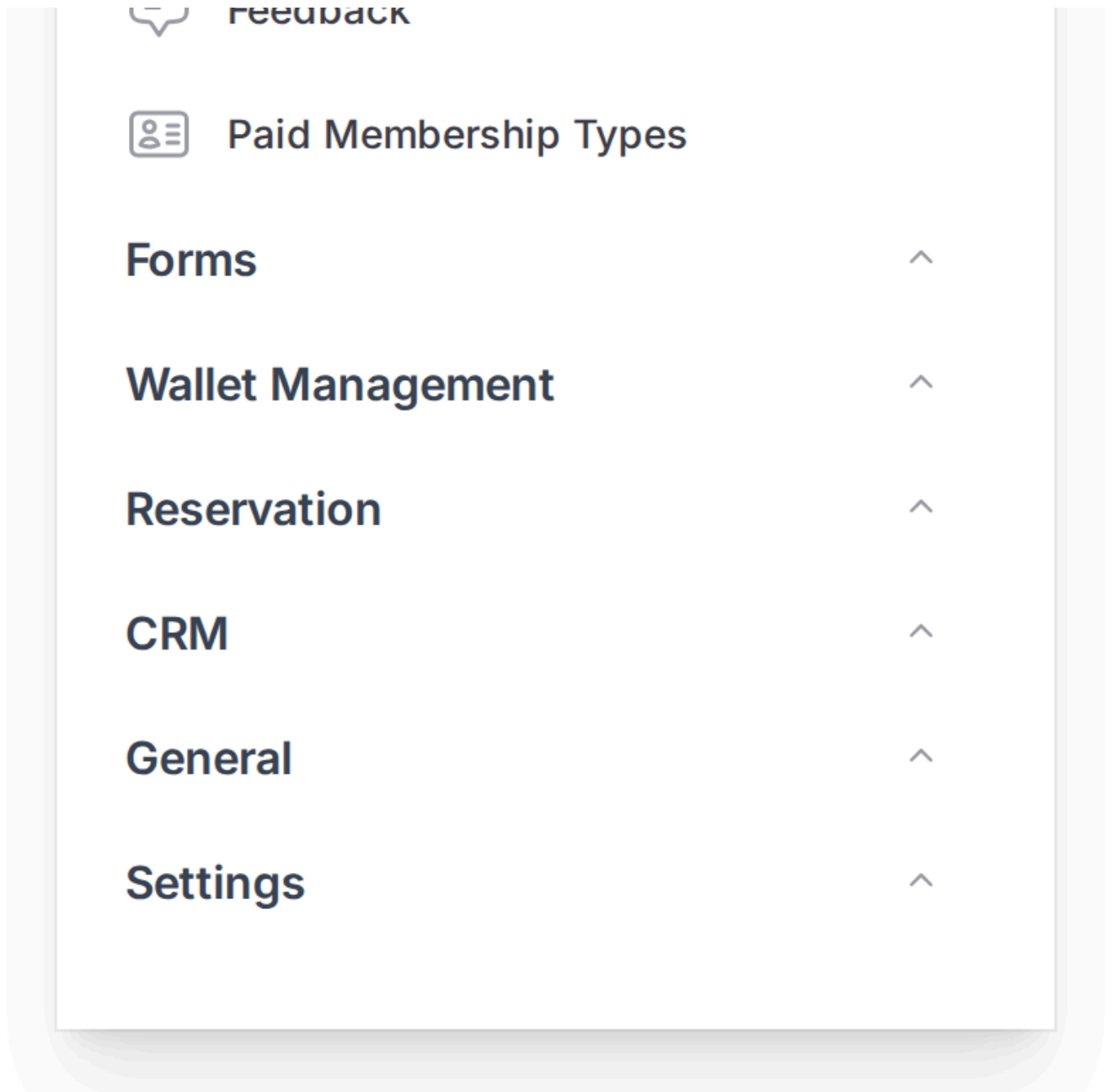
 Customer Portal Design

 News Feed

 Referral Configuration

 Tier Configuration

 Feedback



2. Click the **up-and-down arrows** icon at the top of the rewards table to turn on reorder mode

Rewards			
Name	Points	End At	Status
Free Bubble Tea Upgrade	200	31 Dec, 2026	Active
RM5 Off Next Purchase	500	31 Dec, 2026	Active
Birthday Cake Slice	1000	31 Dec, 2026	Active
Free Pearl Topping	100	31 Dec, 2026	Active
Buy 1 Free 1 Drink	1500	31 Dec, 2026	Active

3. Drag each reward up or down using the handle on the left, then click the **tick** icon at the top to save

Rewards			
Name	Points	End At	Status
☰ Free Bubble Tea Upgrade	200	31 Dec, 2026	Active
☰ RM5 Off Next Purchase	500	31 Dec, 2026	Active
☰ Birthday Cake Slice	1000	31 Dec, 2026	Active
☰ Free Pearl Topping	100	31 Dec, 2026	Active
☰ Buy 1 Free 1 Drink	1500	31 Dec, 2026	Active


Your new order is saved straight away.

## What Your Customers Will See

---

When a customer opens the rewards page, they see your rewards in the exact order you set. This is the **Recommended** sort and it's the default view — customers don't have to pick anything for this to happen.

## Filter Options

 Show only claimable rewards





## Sort By

 Recommended 

 Points: Low to High

 Points: High to Low

 Name: A to Z

 Name: Z to A

Customers can tap the filter icon to pick a different sort — by points or by name. But if they leave it on **Recommended**, they see the order you chose.

## Good to Know

- The order is shared across your whole business — not per outlet.
- A brand-new reward shows up at the top of the list until you sort it. That's why the order can look like it "moves" on its own — it's the new reward, not the old ones.
- A copied reward goes to the bottom.
- Once you set an order it stays. You only need to re-sort when you add or copy a reward.

- The order only affects the **Recommended** sort. The other sorts go by name or points.
- Want customers to see your cheapest rewards first by default? Drag your rewards into points order (lowest at the top) — that becomes the **Recommended** view.
- Rewards that are hidden from a customer (for example, tier-locked rewards) are skipped — the rest stay in the order you set.

## Need Help?

---

Can't find the **arrows** icon? Send us a message.

## What's Next?

---

- [What Are Rewards and How to Create Them](https://kb.pixalink.io/articles/what-are-rewards-and-how-to-create-them) (https://kb.pixalink.io/articles/what-are-rewards-and-how-to-create-them)
- [How to Duplicate a Reward](https://kb.pixalink.io/articles/how-to-duplicate-a-reward) (https://kb.pixalink.io/articles/how-to-duplicate-a-reward)
- [How to Manage Your Rewards \(View, Edit & Delete\)](https://kb.pixalink.io/articles/how-to-manage-your-rewards-view-edit-amp-delete) (https://kb.pixalink.io/articles/how-to-manage-your-rewards-view-edit-amp-delete)