

# How do I organize content within a Curation?

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*This article explains how to structure and reorder content inside a Curation using sections.*

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Once you've [added content to a Curation](#), organizing it into sections helps make the learning experience more focused and digestible, especially when you're curating a lot of content or designing a multi-part program.

## What are sections?

**Sections** are optional headings within a Curation that let you group related content together. You might use them to organize content by theme, level, or sequence. For example, in a Curation titled Building a Team, you might utilize the following Sections:

- Giving and Receiving Feedback
- Coaching and Mentoring
- Best Hiring Practices

Alternatively, you might use sections within a single Curation to designate the intended learners. For instance, in a Curation about communication, you might utilize the following sections:

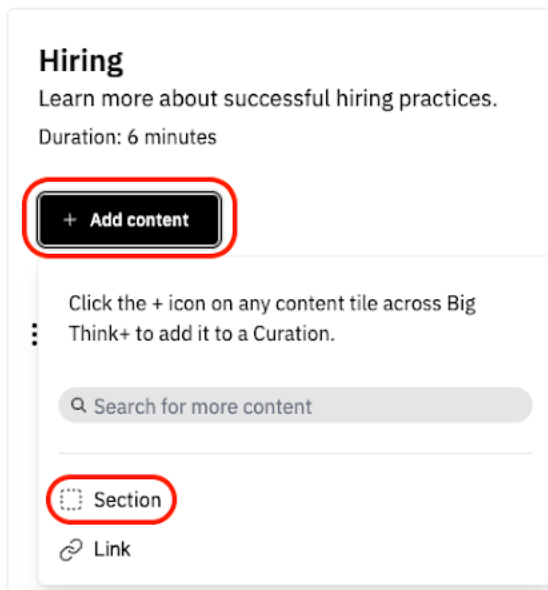
- Individual Contributors
- Aspiring leaders
- Team Managers
- Senior Leaders

Sections appear as titled dividers within your Curation and are visible to anyone you share it with.

## How do I add a section?

1. Open your Curation and ensure there's at least one piece of content in the Curation.
2. Click the **+ Add Content** button and click *Section* in the menu.

## Edit Curation



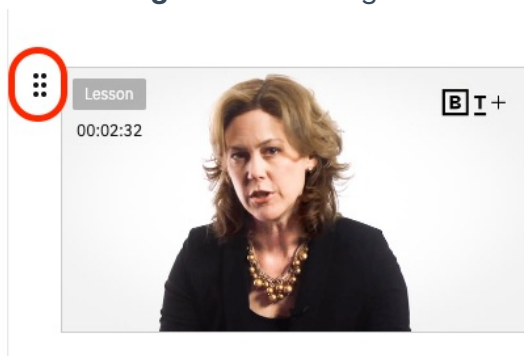
3. Give your section a **name** and **description**. Both will autosave as you type.



You can add as many sections as you'd like.

## How do I move content into a section?

1. Locate the content you want to move.
2. Use the **drag handle** to drag the content into the section you want.



### The Three Types of Feedback

Sheila Heen

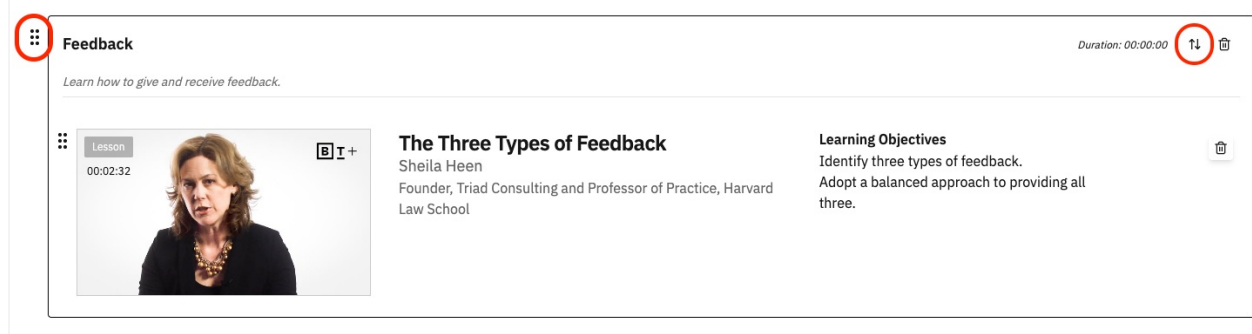
Founder, Triad Consulting and Professor of Practice, Harvard Law School

3. Drop it in place. Your changes are saved automatically.

You can also rearrange content within sections or move it between sections as needed.

## How do I reorder sections?

Click and drag any section by its **drag handle** to move it up or down in your Curation layout. Alternatively, you can use the **multi-arrow button** in the top right corner of a section to move it up, down, or to the top or bottom of a Curation.



**Feedback** Duration: 00:00:00

*Learn how to give and receive feedback.*

**Lesson** 00:02:32 BIG I+

**The Three Types of Feedback**  
Sheila Heen  
Founder, Triad Consulting and Professor of Practice, Harvard Law School

**Learning Objectives**  
Identify three types of feedback.  
Adopt a balanced approach to providing all three.

## Watch a how-to video for adding Curation sections

Your browser does not support HTML5 video.