Select Edit... from either the Categories or Projects menu to bring up this window.
The category list also displays the hourly rate associated with the category in parenthesis.

dd. Click on Add to add items to the list.   A window appears where you enter the project or category and associated hourly rate.   The name is limited to 27 characters (see figure below).

Edit. Click on an item in the list and click on Edit to edit the item (or double-click on the item).   A window appears just like the Add window where you can edit the name (and associated hourly rate if you're editing a category).

elete. Click on Delete to delete the selected item.

Sort. Click on Sort to sort the items alphabetically.

To keep your changes, click on Done.   To cancel your changes, click on Cancel.