

Drupal Basics

Learning how to use Drupal



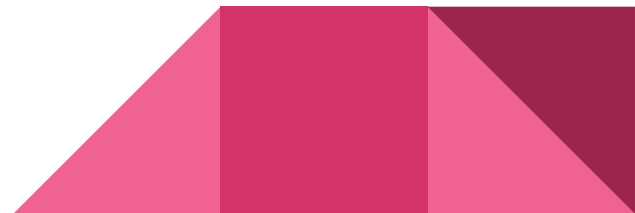
About Us

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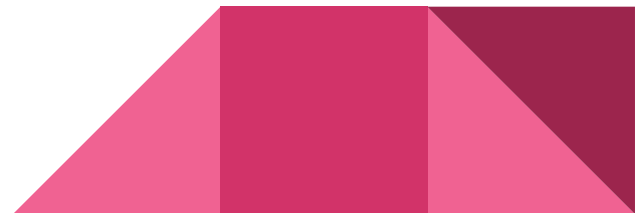


Goals of this Talk

Learn what is a Drupal

Feel comfortable with terminology

Feel comfortable navigating through Drupal!



What's a Drupal?

CMS

Open Source

Collaborative

Lego set



What is Drupal 8?

Mobile friendly

CMS

Off the Island!

Accessibility improvements



Terminology

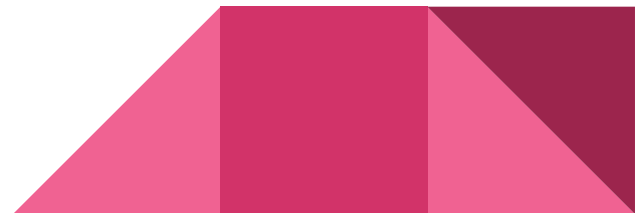
Content Type

Node

Blocks

Regions

Menus



Terminology II

Weights

Taxonomy

Views

Modules

Theme



Demo: Start work by logging in

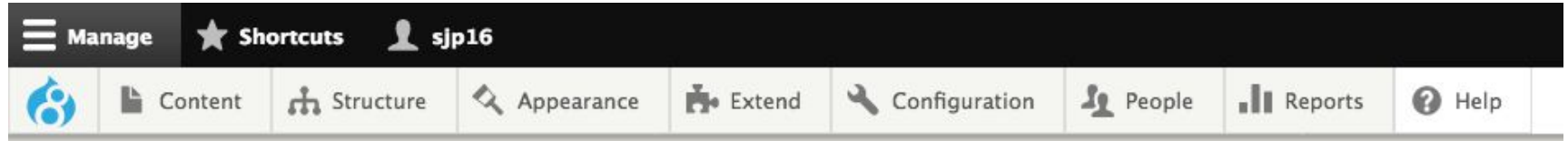
<https://www.sitename.cornell.edu/user/login>

Log in

Username*

Password*

The Admin Toolbar



Where you do your work

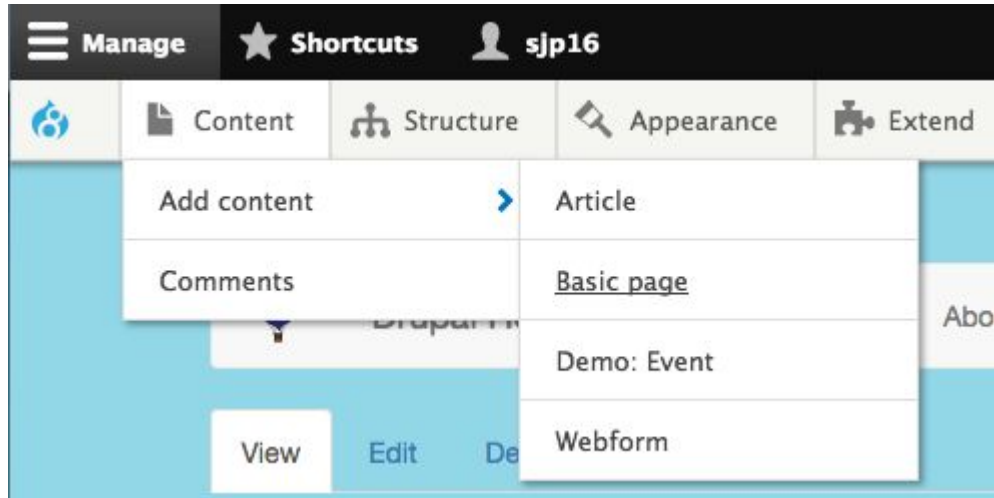
Indicator of being logged in (/user)

Find content, add content, manipulate blocks and administer views

Creating a Node

Use the admin toolbar!

Know what content type you are going to use



Creating a Node 2: fill out the fields

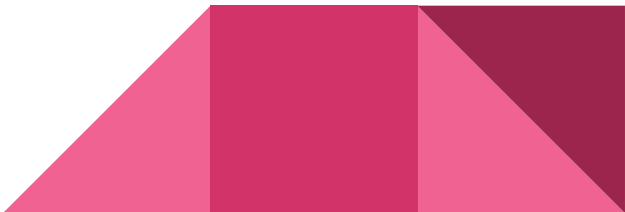
Create Basic page ☆

[Home](#) » [Node](#) » [Add content](#)

Title *

Body ([Edit summary](#))

B *I* |   |   |   | Format ▾ |  Source



Creating a Node 3: assign it to a menu

MENU SETTINGS

Provide a menu link

Menu link title

Description

Shown when hovering over the menu link.

Parent item

<Main navigation> ▾

- <Main navigation>
- Home
- About
- Demo: Events

Menu links with lower weights are displayed before links with higher weights.



Creating a Node 4: choose a URL, and save

URL PATH SETTINGS

URL alias

Specify an alternative path by which this data can be accessed. For example, type "/about" when writing an about page.

Make sure the Published checkbox is checked

Then click Save

Published

Save

Preview

Delete

Editing a Node

On a page, click the Edit tab or the pencil icon



Or in the Admin toolbar, choose Content to see a list of nodes

Filter list to find the right page, then click Edit

Working with Blocks

2 places to edit a block



Choose "Edit" to edit the content - similar to a node

Choose "Configure block" to place the block

Placing a Block

Select which pages should show the block, and who should be able to see it.

Visibility

Content types Basic page	Pages <input type="text" value="/about"/> Specify pages by using their paths. Enter one path per line. <input checked="" type="radio"/> Show for the listed pages <input type="radio"/> Hide for the listed pages
Pages Restricted to certain pages	
Roles Not restricted	
Webforms Not restricted	

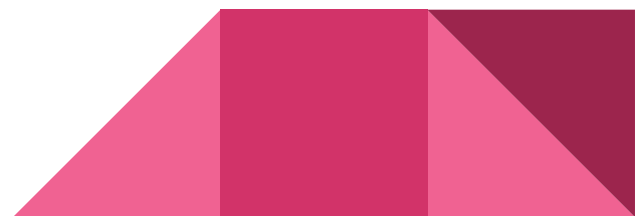
Region *



Select the region where this block should be displayed.

[Save block](#)

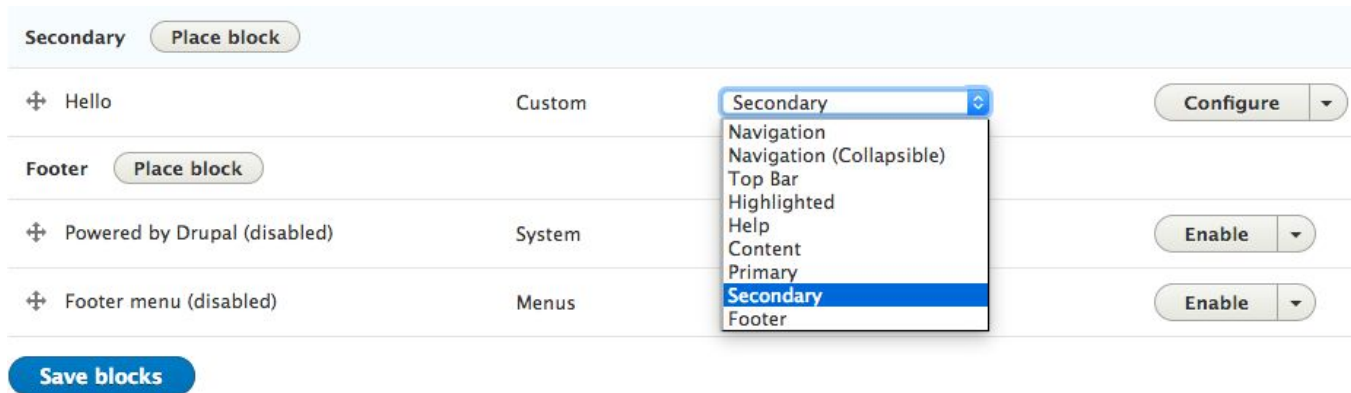
[Remove block](#)



Placing a Block Another Way

In the Admin toolbar, under Structure, choose Block Layout

Select the Region you want the block in



The screenshot shows the 'Block Layout' section of the Drupal Admin toolbar. It features a light blue header with the text 'Secondary' and a 'Place block' button. Below this, there are three rows of blocks, each with a plus icon, a name, a type, a region selection dropdown, and a control button. The first row is 'Hello' (Custom) with a 'Configure' button. The second row is 'Powered by Drupal (disabled)' (System) with an 'Enable' button. The third row is 'Footer menu (disabled)' (Menus) with an 'Enable' button. A dropdown menu is open over the 'Secondary' region selection for the 'Hello' block, listing 'Secondary', 'Navigation', 'Navigation (Collapsible)', 'Top Bar', 'Highlighted', 'Help', 'Content', 'Primary', 'Secondary', and 'Footer'. The 'Secondary' option is highlighted in blue. At the bottom left, there is a blue 'Save blocks' button.

Secondary		Place block		
+	Hello	Custom	Secondary	Configure
+	Powered by Drupal (disabled)	System	Navigation	Enable
+	Footer menu (disabled)	Menus	Navigation (Collapsible)	Enable
			Top Bar	
			Highlighted	
			Help	
			Content	
			Primary	
			Secondary	
			Footer	

Save blocks

To add a new block, click Place block

Uploading a File

Admin toolbar, pick Content, then Media, then Add a new media

Add File

Media name *

The name of this media.

File

 No file selected.

One file only.

100 MB limit.

Allowed types: txt doc docx pdf ppt pptx xls xlsx.

URL alias

Specify an alternative path by which this data can be accessed. For example, type "/about" when writing an about page.

Revision information	<input checked="" type="checkbox"/> Create new revision
Authoring information By sjp16 (63) on 2017-10-18	Revision log message <input type="text"/> Briefly describe the changes you have made.

Save and publish

Taxonomy Vocabulary: a list of terms

In the Admin toolbar, choose Structure, then Taxonomy, then a vocabulary







Months

List Edit Manage fields Manage form display Manage display

[Home](#) » [Administration](#) » [Structure](#) » [Taxonomy](#) » [Months](#)

You can reorganize the terms in *Months* using their drag-and-drop handles, and group terms under a parent term

[+ Add term](#)

NAME	OPERATIONS
 January	Edit 
 February	Edit 
 March	Edit 



Taxonomy Term









Edit term

[View](#) [Edit](#)

[Home](#) » [October](#)

Name *

Description

B *I*       Normal   Source

An autumn month famous for falling leaves|

Nodes can be tagged with taxonomy terms

For example, to group events by month



Adjusting the Menu

Admin toolbar, choose Structure, then Menus, then pick a menu

The screenshot shows the Drupal admin toolbar with the following navigation path:

- Manage
- Shortcuts
- sjp16
- Content
- Structure (selected)
- Appearance
- Extend
- Configuration
- People

The Structure dropdown menu is open, showing the following options:

- Block layout
- Comment types
- Contact forms
- Content types
- Display modes
- Menus (selected)
- Taxonomy
- Views
- Webforms
- Tools
- User account menu

The Menus dropdown menu is open, showing the following options:

- Add menu
- Administration
- Footer
- Main navigation (selected)
- Tools

The Main navigation dropdown menu is open, showing the following options:

- Add link
- Delete

The background of the page shows a navigation menu with the following items: Home, About (selected), and Demo: Events.



Adjusting the Menu, step 2

Drag and drop menu entries to rearrange the order

Edit menu *Main navigation* ☆

Home » Administration » Structure » Menus

+ Add link

Title *

Main navigation

Machine name: main

Administrative summary

Site section links

MENU LINK	ENABLED	OPERATIONS
 Home	<input checked="" type="checkbox"/>	Edit ▾
 About	<input checked="" type="checkbox"/>	Edit ▾
 Demo: Events	<input checked="" type="checkbox"/>	Edit

Save

Adjusting the Menu Another Way

Or when editing a node, change its menu position by assigning a weight

MENU SETTINGS

Provide a menu link

Menu link title

Description

Shown when hovering over the menu link.

Parent item

Weight

Menu links with lower weights are displayed before links with higher weights.

Additional Terms

Dev/Test/Prod

Roles & Permissions

Paths & Aliases

