Drupal 8 General Walkthrough
Office of Institutional Advancement and Communications
Agenda

• Introduction
• How to log in
• Finding existing content
• Creating basic page
• Examples of new paragraph components
• Assign page to menu
• Contact information
• Open Q&A
Introduction

Overview & Purpose

• New CCNY website from the front-end and the back-end using Drupal 8 content management system

• Worked with Mediacurrent to help develop the new site

• To get familiar with the general practice of building and updating content using our open-source Drupal 8 content management system.
How To: Logging In

Login Link
• From the main menu click on “Login” and then “Content Editor” which will redirect you to CCNY SSO login system for authentication

City College Credentials
• Sign in using your City College e-mail credentials
  • Username - Enter full email
    • Ex. jdoe@ccny.cuny.edu
  • Password - Enter the password that accompanies your username
How To: Find Existing Content

Finding Content

Once you are logged in click on "Content" located on the top left toolbar

Search For Content

• **Title**
  Ex. Title of the page

• **Content Type**
  Ex. Basic page, Profile, Events, Webform

• **School/Division**
  Ex. CUNY School of Medicine

• **Click on title or edit to make changes on the page**
How To: Create a New Page

Overview

- In D7 the Basic page allowed a content editor to create a simple static page.
- Now in D8, a content editor can use the "Paragraph" component to create a unique page layout.
- List of Paragraph components can be found in later slides

Steps on how to create a new page

- ** You should already be logged in**
- Click on “Content” and click on “Add Content”
- Select “Basic Page”
- Give page a Title
- **Hero** - new feature in D8
  - Allow a content editor to upload a static photo above their content.
- **Categorization** - Assign page to group
How To: Create a New Page

Steps on how to create a new page (Continued)

• **Content** - The main area to upload content in the following sections:
  • **Content** - All content and media are created here using the drag and drop paragraph component
  • **Quick Links** - Formerly known as a right sidebar in D7
  • **Sub-Footer** - Content that shows up above the site footer.
• **Change To** – Published
• **Save**
List of Paragraph Components

Accordion

Fast Facts
List of Paragraph Components

Breaker Image w/ Text

Text
List of Paragraph Components

Social Media

![Social Media](image)

Hero

![Hero](image)
List of Paragraph Components

Schools and Divisions

- The Bernard and Anne Spitzer School of Architecture
- Colin Powell School for Civic and Global Leadership
- Grove School of Engineering
- Division of Interdisciplinary Studies at the Center for Worker Education
- CUNY School of Medicine
- Division of Humanities & the Arts
- School of Education
- Division of Science

Highlighted image

Lorem ipsum dolor sit amet, consectetur adipiscing elit.
List of Paragraph Components

Multi-Layout- 2 Column

Multi-Layout- 3 Column
How To: Uploading to Menu

Steps on how to edit menu

• Select “Menus” on the Home page of your subsite

![Demo Subsite](image)

• **Subsite Menus**– Name of the menu will appear

![Demo Subsite menus](image)

• **Operations**- Click on “Edit Menu”
How To: Uploading to Menu

Steps on how to edit menu (Continued)

- Drag and drop menu will appear
- Click on "Add Link"
- **Menu Link Title** - Name of the link
- **Link** - Is the URL for the page
  - In D8 you start typing the title of a piece of content to select it
  - Add node
  - Copy and paste URL

- **Save** - Menu item will appear in the drag and drop area
We are here to help!

Office of Institutional Advancement and Communications

**Simone K. McMillion, D.Sc**  
Director of Marketing  
x7581  
smcmillion@ccny.cuny.edu

**Seamus Campbell**  
Website Coordinator  
x7582  
scampbell1@ccny.cuny.edu

**Prem Nankoo**  
Web Content Assistant  
x8170  
pnankoo@ccny.cuny.edu
THANK YOU