### Drupal Support

#### Departmental Web site Training

See our [Web site training schedule](#).

#### Search by Keyword

- **Browse by Category**
- **Browse by Complexity**

#### By Category

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#### Images & Media

- Formatting
  - Adding Tables and Making Them Responsive
  - How to Add Buttons to Content

- Qualtrics
  - CAS Authentication for Qualtrics Forms
  - Creating a Basic Qualtrics Form
  - Embedding Qualtrics Forms/Surveys in Your Drupal Site
  - Remove Logo from Qualtrics Form
  - Setup Conditional E-mail Trigger for Qualtrics Notifications
  - Setup E-mail Trigger for Qualtrics Notifications
  - Share/Collaborate a Qualtrics Project/Form

- Administrative
  - Login to Courses on the UGA Bulletin
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  - Logging in to Your Website
  - New Homepage Header
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  - Welcome to your Drupal 8 Web site

#### Login

To manage any part of your web site, you will have to be logged into the Drupal CMS.

If you need help logging in, please review this [login help document](#).

#### Contact the Franklin OIT Help Desk

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<tr>
<th>Help Desk</th>
<th>Email</th>
<th>Call</th>
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<tbody>
<tr>
<td><a href="http://helpdesk.franklin.uga.edu">http://helpdesk.franklin.uga.edu</a></td>
<td><a href="mailto:helpdesk@franklin.uga.edu">helpdesk@franklin.uga.edu</a></td>
<td>706-542-9900</td>
</tr>
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</table>

#### Hours of Operation

Monday - Friday
8:00 a.m. - 5:00 p.m.

#### Website Information

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<thead>
<tr>
<th>Homepage</th>
<th>Directory</th>
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<td><a href="http://oit.franklin.uga.edu">http://oit.franklin.uga.edu</a></td>
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• Adding/Editing Homepage Slides
• Embedding a Video in a Page
• Guide to Image Sizes
• Inserting an Image or File That is Already Being Used on the Website
• Inserting PDFs and Other Documents
• Optimizing Website Images
• Photoshop: Resizing and Optimizing Large Images
• Reducing PDF Size

Photoshop
• Photoshop: Clipping Masks Tutorial
• Photoshop: Correcting Minor Blemishes in Photos
• Photoshop: Introduction to Application Interface
• Photoshop: Layer Tutorial
• Photoshop: Masking Tutorial
• Photoshop: Opening and Creating Images
• Photoshop: Resizing and Optimizing Large Images
• Signing in to Use Adobe Software

Advanced Content Management
• Add a Banner Image to your Special Section or Conference Pages
• Adding Pages or Links to the Menu Structure
• Adding Pages or Links to the Menu with Edit
• Create a Menu Block with a Custom Title
• Create a Special Section
• Creating Friendly Course Schedules Using Google Docs and Google DataStudio for Use on Departmental Website
• Creating friendly course schedules using Google Docs for use on departmental web site
• Creating Special Sections of Your Site.
• Making a Special Category for Your Special Section’s Events
• Override Date Controls on Homepage Using “Sticky” Functionality

Google Analytics
• Google Analytics Primer
• Logging in to Google Analytics
• Measure Social Media Traffic with Google Analytics

By Complexity

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<th>Advanced</th>
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Franklin OIT Status
http://status.franklin.uga.edu/
https://kb.franklin.uga.edu/x/BQB0

UGA/EITS Systems Status Pages
http://status.uga.edu
https://twitter.com/uga_eits
https://www.facebook.com/uga.eits
USG Systems Status Page
http://status.usg.edu

Additional Help
If you manage a Department, Center or Institute site, and would like a refresher training session please contact the Franklin Helpdesk at http://helpdesk.franklin.uga.edu or by e-mail at helpdesk@franklin.uga.edu.
• "Become" Another User to Check Their Permissions by Using "Masquerade"
• Adding Images to Content
• Adding Links to Content
• Adding Pages or Links to the Menu Structure
• Adding Pages or Links to the Menu with Edit
• Adding Related Articles to Research Areas
• Adding Related Events to Research Areas
• Adding/Editing Homepage Slides
• Assigning Authorship to Personnel Pages
• Changing the Color Scheme of Your Site
• Creating a Basic Qualtrics Form
• Creating New Article
• Creating New Basic Page
• Creating New Event
• Creating New Homepage Image Header
• Creating New Labs
• Creating New Personnel /Directory Page
• Creating New Research Area Page
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• Pantheon - Running Security Updates
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| | 
|---|---|
| - Installing Typefaces |  |
| - Logging in to Google Analytics |  |
| - Logging in to Your Website |  |
| - Measure Social Media Traffic with Google Analytics |  |
| - New Homepage Header |  |