Welcome to your Drupal 8 Web site

Article — Allows you to post Departmental News
Basic Page — Allows you to post mostly static information that changes infrequently (ie NOT news, events, directory listings, etc)
Courses — Allows you to provide basic information about courses
Event — Allows you to post upcoming departmental events based on dates
Lab — Allows you to post information about Research Labs in your department.
Personnel — Allows you to provide contact information, biography, CV, research, publications, etc for a Faculty & Staff directory
Research Area — Allows you to list the different types of research being done in the department.
Slide — Allows you to load large dynamic images as "sliders" in your homepage

Logging in to Your Website
Changing the Color Scheme of Your Site
Adding/Editing Homepage Slides
Inserting PDFs and Other Documents
Adding Images to Content
• Inserting an Image or File That is Already Being Used on the Website
Optimizing Website Images
Adding Links to Content
Publishing Events to the UGA Calendar of Events
Adding Tables and Making Them Responsive
Editing your Personnel Page or Directory Listing on Your Unit's Site
Restrict Access to Content
Embedding a Video in a Page
Guide to Image Sizes
Creating Special Sections of Your Site.
• Add a Banner Image to your Special Section or Conference Pages
Create a Menu Block with a Custom Title
Create a Special Section
Making a Special Category for Your Special Section’s Events
Logging in to your website on the staging sever
Override Date Controls on Homepage Using "Sticky" Functionality
Pantheon - Running Security Updates
Pantheon - Backing up Your Live Site on Pantheon
Pantheon - Restoring a Backup on Pantheon
Filtering certain pages by Taxonomy Classification
Unpublishing or Deleting Content
Permission Levels
Creating New Personnel/Directory Page
Scheduling Content
Seeing Who Has Access to Your Site
"Become" Another User to Check Their Permissions by Using "Masquerade"
Redirect Old Links to New Links
Embedding Qualtrics Forms/Surveys in Your Drupal Site
Creating a Basic Qualtrics Form
CAS Authentication for Qualtrics Forms
Reducing PDF Size
Link to Courses on the UGA Bulletin
Make a local backup of your site
Remove Logo from Qualtrics Form
Share/Collaborate a Qualtrics Project/Form
Setup E-mail Trigger for Qualtrics Notifications
Setup Conditional E-mail Trigger for Qualtrics Notifications
Google Analytics Primer
Logging in to Google Analytics — To work with Google Analytics data, go to http://analytics.google.com
Measure Social Media Traffic with Google Analytics
Is my unit's website hosted with Franklin on the Drupal Content Management System?
Using OneDrive to store course materials
Interesting Uses of Departmental Sites
How to Edit Content in Blocks
Adding Content to your Website
How to Delete Files
Installing Typefaces
Photoshop: Introduction to Application Interface
Photoshop: Opening and Creating Images
Photoshop: Resizing and Optimizing Large Images
Photoshop: Layer Tutorial

Web Site & Email Support
Help Documents

Drupal Support — To manage any part of your web site, you will have to be logged into the Drupal CMS.
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Logging in to Google Analytics — To work with Google Analytics data, go to http://analytics.google.com
Measure Social Media Traffic with Google Analytics
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Contact the Franklin OIT Help Desk

Submit a ticket

Help Desk
http://helpdesk.franklin.uga.edu

Email
helpdesk@franklin.uga.edu

Call
706-542-9900

Hours of Operation

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

Website Information

Homepage
http://oit.franklin.uga.edu

Directory
http://oit.franklin.uga.edu/

Service Offerings
https://kb.franklin.uga.edu/x/xgKlAg

Systems Status Information

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
Photoshop: Clipping Masks Tutorial
Photoshop: Correcting Minor Blemishes in Photos
Photoshop: Masking Tutorial
Create a basic page and put it in the menu
OneDrive: Creating friendly course schedules for use on departmental web site
How to Add Buttons to Content
Adding Personnel User Accounts
Assigning Authorship to Personnel Pages
Adding Related Events to Research Areas
Adding Related Articles to Research Areas
Creating friendly course schedules using Google Docs for use on departmental web site
Looking Up a MyID
Adding Pages or Links to the Menu with Edit
Adding Pages or Links to the Menu Structure
Creating Friendly Course Schedules Using Google Docs and Google DataStudio for Use on Departmental Website
Creating New Course Schedule
Creating New Research Area Page
Creating New Slider for Homepage
Creating New Basic Page
Creating New Article
Creating New Event
Creating New Labs
Creating New Homepage Image Header
New Homepage Header
Franklin Web Applications
Online Course Evaluation System — Login Portals
Viewing evaluation results
Loading Courses to be evaluated
Edit course evaluation settings
Add/edit/delete students from evaluation
Change evaluation start and end dates
Cloning a course evaluation
E-mail Reminders
Frequently Asked Questions
Instructor Interface
Send E-mail Reminders to Students
Requests and Commitments (R&C)
Entering and Prioritizing Requests in the Requests and Commitments System
R&C: Account Management
UGAMail and Calendar — Information and support for UGA email and calendar services as well as popular email and calendaring tools.
Creating Contact Groups in Outlook
How to Look Up Distribution Groups and Members
How to Set-up an "Away" Message in UGAMail
Managing Distribution Groups in Outlook for Windows
Room Reservations
Resource Calendar List
Setting Up UGAMail Email and Calendar on Handheld Devices
UGAMail Authentication and Compatibility
Distribution Lists and Listservs — UGA Listserv System https://listserv.uga.edu
Departmental Listservs (Add/Remove Members)
Receive or Discontinue Status and Service Updates from Franklin OIT
Use of Third Party Services for UGA web sites with UGA domains

External Resources

Drupal

Need additional support?
If you have a question that has not been answered in our help documentation or FAQ pages, please click the "Submit a ticket" button to contact the Franklin OIT Help Desk and we will be happy to help!