## 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 Background Color to Blocks of Text
  - Adding Tables and Making Them Responsive
  - How to Add Buttons to Content

### Administrative

- **Contact the Franklin OIT Help Desk**
  - **Submit a ticket**

  - **Help Desk**
    - [helpdesk.franklin.uga.edu](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](http://oit.franklin.uga.edu)
    - **Directory**
      - [http://oit.franklin.uga.edu/](http://oit.franklin.uga.edu/)
    - **Service Offerings**
      - [https://kb.franklin.uga.edu/x/xgKlAg](https://kb.franklin.uga.edu/x/xgKlAg)

  - **Systems Status Information**
• Adding Images to Content
• 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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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 Background Color to Blocks of Text
• 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
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• Editing your Personnel Page or Directory Listing on Your Unit’s Site
• Embedding a Video in a Page
• Google Analytics Primer
• Guide to Image Sizes
• How to Add Buttons to Content
• Adding Personnel User Accounts
• Blocking Web Committee and Personnel User Accounts
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• Logging in to your website on the staging server
• Looking Up a MyID
• Optimizing Website Images
• Pantheon - Running Security Updates
• Photoshop: Clipping Masks Tutorial
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