Drupal Support

Departmental Web site Training

See our Web site training schedule

Search by Keyword

- Browse by Category
- Browse by Complexity

By Category

Simple Content Management

- Adding Content to your Website
- 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
- Creating a New Advanced Homepage Header
- Creating Content - Adding Pages to your Site
- Creating New Article
- Creating New Basic Page
- Creating New Course Schedule
- Creating New Event
- Creating New FAQ
- Creating New Homepage Image Header
- Creating New Inclusive Excellence Spotlights
- Creating New Labs
- Creating New Personnel/Directory Page
- Creating New Research Area Page
- Creating New Slider for Homepage
- Editing your Personnel Page or Directory Listing on Your Unit's Site
- How to Delete Files
- How to Edit Content in Blocks
- Link to Courses on the UGA Bulletin
- Logging in to Google Analytics
- Logging in to Your Website

Formatting

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

Qualtrics

- CAS Authentication for Qualtrics Forms
- Creating a Basic Qualtrics Form
- Embedding external content in Your Drupal Site
- 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

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/xgKiAg

Systems Status Information
- Adding Images to Content
- Creating/Editing Simple Slider Images on Homepage
- 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 an Accordion Menu to your Website
- 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

• Assigning Authorship to Personnel Pages

• Changing the Color Scheme of Your Site

• Creating a Basic Qualtrics Form

• Creating a New Advanced Homepage Header

• Creating New Article

• Creating New Basic Page

• Creating New Event

• Creating New FAQ

• Creating New Homepage Image Header

• Creating New Inclusive Excellence Spotlights

• Creating New Labs

• Creating New Personnel /Directory Page

• Creating New Research Area Page

• Creating New Slider for Homepage

• Creating/Editing Simple Slider Images on Homepage

• Adding Personnel User Accounts

• Blocking Web Committee and Personnel User Accounts

• CAS Authentication for Qualtrics Forms

• 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 New Course Schedule

• Embedding external content in Your Drupal Site

• Embedding Qualtrics Forms /Surveys in Your Drupal Site

• Filtering certain pages by Taxonomy Classification

• How to Delete Files

• How to Edit Content in Blocks

• Inserting an Image or File That is Already Being Used on the Website

• Logging in to your website on the staging sever

• Looking Up a MyID

• Optimizing Website Images

• Pantheon - Running Security Updates

• Photoshop: Clipping Masks Tutorial

• Photoshop: Layer Tutorial

• Photoshop: Masking Tutorial

• Reducing PDF Size

• Setup Conditional E-mail Trigger for Qualtrics Notifications

• Setup E-mail Trigger for Qualtrics Notifications

• Add a Banner Image to your Special Section or Conference Pages

• Adding an Accordion Menu to your Website

• Adding Tables and Making Them Responsive

• Create a Menu Block with a Custom Title

• Create a Special Section

• Creating Special Sections of Your Site.

• Making a Special Category for Your Special Section’s Events

• Managing Content in Blocks

• Override Date Controls on Homepage Using “Sticky” Functionality
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