## 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 a New Project Showcase
- 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

#### 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

### Images & Media

### 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

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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<th>Beginner</th>
<th>Intermediate</th>
<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.
<p>| “Become” Another User to Check Their Permissions by Using “Masquerade” | Adding Personnel User Accounts |
| Adding Background Color to Blocks of Text | Blocking Web Committee and Personnel User Accounts |
| Adding Images to Content | CAS Authentication for Qualtrics Forms |
| Adding Links to Content | Creating Friendly Course Schedules Using Google Docs and Google DataStudio for Use on Departmental Website |
| Adding Pages or Links to the Menu Structure | Creating friendly course schedules using Google Docs for use on departmental web site |
| Adding Pages or Links to the Menu with Edit | Creating New Course Schedule |
| Adding Related Articles to Research Areas | Embedding external content in Your Drupal Site |
| Adding Related Events to Research Areas | Embedding Qualtrics Forms /Surveys in Your Drupal Site |
| Assigning Authorship to Personnel Pages | Filtering certain pages by Taxonomy Classification |
| Changing the Color Scheme of Your Site | How to Delete Files |
| Creating a Basic Qualtrics Form | How to Edit Content in Blocks |
| Creating a New Advanced Homepage Header | Inserting an Image or File That is Already Being Used on the Website |
| Creating a New Project Showcase | Logging in to your website on the staging sever |
| Creating New Article | Looking Up a MyID |
| Creating New Basic Page | Optimizing Website Images |
| Creating New Event | Pantheon - Running Security Updates |
| Creating New FAQ | Photoshop: Clipping Masks Tutorial |
| Creating New homepage Image Header | Photoshop: Layer Tutorial |
| Creating New Inclusive Excellence Spotlights | Photoshop: Masking Tutorial |
| Creating New Labs | Reducing PDF Size |
| Creating New Personnel /Directory Page | Setup Conditional E-mail Trigger for Qualtrics Notifications |
| Creating New Research Area Page | Setup E-mail Trigger for Qualtrics Notifications |
| Creating New Slider for Homepage | Add a Banner Image to your Special Section or Conference Pages |
| Creating/Editing Simple Slider Images on Homepage | 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 &quot;Sticky&quot; Functionality |</p>
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