University of Minnesota

Self-Help Guide

Drupal Enterprise 7: Create and Manage Sites

Learn how to build a site in Drupal Enterprise 7. Drupal Enterprise is the official web content management system of the University of Minnesota; Drupal Enterprise 7 will reach end-of-life by July 2020. Learn about the transition to Drupal Enterprise 8.

Request & Configure

REQUEST & CONFIGURE

PREPARE FOR DRUPAL

What is Drupal Enterprise

Learn about Drupal Enterprise
/services-technologies/drupal-enterprise
The official web content management system of the University of Minnesota.
Understand Your Multiple Environments
/services-technologies/how-tos/drupal-enterprise-9-managing-multiple
Your Drupal site will consist of three environments: Dev, Stage, & Production

Is Drupal the Right Tool for You?

There are number of tools you can use to create a website. Use this comparison guide to help you choose the right tool for your website needs.

Compare Tools for Creating a Website
Plan for Your Drupal Site

Moving to Drupal

Drupal Consultants Available through UWide Contract

REQUEST A DRUPAL SITE

Gather Information and Submit Request

Request an Enterprise Drupal Site

CONFIGURE YOUR DRUPAL SITE

Set Required Features

Add Yourself as an Administrator

Set Your Site's Error Message to Report Only

Select and Link to an Online Privacy Statement

https://policy.umn.edu/it/onlineprivacy-proc01

Basic Site Settings

Add a Custom Favicon to the UMN Template

Set your Site's Caching

Improve Your Site's Performance

Edit Your Sitewide Default Template (aka Sitewide Panel)
Work with Your Site's Included Modules

List of Included Modules
/services-technologies/resources/drupal-enterprise-7-modules

Turn on a Disabled Module
/services-technologies/how-tos/drupal-enterprise-7-8-turn-disabled

Set Up Primary Navigation Dropdowns
/services-technologies/how-tos/drupal-enterprise-7-setting-primary

Using the Flex Slider Module
/services-technologies/how-tos/drupal-enterprise-7-using-flex-slider

Set Your Homepage

Create a New Landing Page
/services-technologies/how-tos/drupal-enterprise-7-create-landing-page

Set a Page as Your Site's Homepage
/services-technologies/how-tos/drupal-7-set-page-your-sites-homepage

ADD USERS TO YOUR SITE

Work with User Accounts

Add a User to Your Site
/services-technologies/how-tos/drupal-enterprise-7-add-user-your-site

Add Roles to an Existing User
/services-technologies/how-tos/drupal-enterprise-7-add-roles-existing

Remove Roles from an Existing User
/services-technologies/how-tos/drupal-enterprise-7-remove-roles

Work with User Groups (Organic Groups)
Add a Group to Your Site
/services-technologies/how-tos/drupal-enterprise-7-add-group-your-site

Edit Permissions for Your Group Roles
/services-technologies/how-tos/drupal-enterprise-7-edit-permissions

Add a User to a Group
/services-technologies/how-tos/drupal-enterprise-7-add-user-group

ADD NEW MODULES OR DEVELOP SUB-THEMES

Meet Development Requirements

Developing with Drupal
/node/18416

Code Workflow
/services-technologies/how-tos/drupal-enterprise-7-9-code-workflow

How to Add a New Drupal Module to Your Site
/services-technologies/how-tos/drupal-enterprise-how-add-new-drupal

Customize & Add Content

IMPLEMENT GOOD PRACTICES IN YOUR SITE

Good Troubleshooting Practices

When in Doubt, Clear the Cache
/services-technologies/how-tos/drupal-enterprise-7-clear-cache

Improve Your Site's Performance
/services-technologies/how-tos/drupal-enterprise-7-8-improve-your-sites

Take Advantage of Your Site's Responsive Design

What the Heck is Responsive Web Design?
http://johnpolacek.github.io/scrolldeck.js/decks/responsive/

A Book Apart: Responsive Web Design
http://www.abookapart.com/products/responsive-web-design

Responsive Resources
Make Sure Your Site is Accessible

Your Role in Accessibility
http://accessibility.umn.edu/your-role-accessibility
WebAIM WCAG 2.0 Checklist
http://webaim.org/standards/wcag/checklist
Accessible Web Development
http://accessibility.umn.edu/core-skills-web-developers
Contact Computer Accommodations Program
http://cap.umn.edu/cap-team.html

ADD, EDIT & DELETE CONTENT ON YOUR SITE

Work With Web Pages (aka Nodes)

Create a Course Page
/services-technologies/how-tos/drupal-enterprise-7-create-course-page
Create a Calendar Page
/services-technologies/how-tos/drupal-enterprise-7-create-calendar-page
Create a Faculty Page
/services-technologies/how-tos/drupal-enterprise-7-create-faculty-page
Create a General Page
/services-technologies/how-tos/drupal-enterprise-7-create-general-page
Create a News Page
/services-technologies/how-tos/drupal-enterprise-7-create-news-page-aka
Create a Staff Page
/services-technologies/how-tos/drupal-enterprise-7-create-staff-page
Edit an Existing Page
/services-technologies/how-tos/drupal-enterprise-7-edit-existing-page
Add a Page to Your Site's Menus
/services-technologies/how-tos/drupal-add-page-your-sites-menus
Publish an Existing Page
/services-technologies/how-tos/drupal-enterprise-7-publish-existing

Work With Landing Pages
Create a Landing Page
/services-technologies/how-tos/drupal-enterprise-7-create-landing-page

Edit the Layout of a Landing Page
/services-technologies/how-tos/drupal-enterprise-7-edit-layout-landing

Display More Content on a Landing Page
/services-technologies/how-tos/drupal-enterprise-7-display-more-content

Stop Displaying Content on a Landing Page
/services-technologies/how-tos/drupal-enterprise-7-stop-displaying-0

\**Work with Images, Documents & Video (aka Content Files)\***

Upload an Image to Your Site
/services-technologies/how-tos/drupal-enterprise-7-upload-image-your

Upload an Image and Add it to a Page
/services-technologies/how-tos/drupal-upload-image-add-it-page

Add an Existing Image to a Page
/services-technologies/how-tos/drupal-enterprise-7-add-existing-image

Embed a Streaming Video on a Page
/services-technologies/how-tos/drupal-enterprise-7-embed-streaming

Update a Content File on Your Site
/services-technologies/how-tos/drupal-enterprise-7-update-content-file

Using the Flex Slider Module
/services-technologies/how-tos/drupal-enterprise-7-using-flex-slider

\**Work with Content Categories (aka Content Types)\***

Add a New Field to an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-add-new-field

Add an Existing Field to an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-add-existing-field

Edit a Field in an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-edit-field-in

Remove a Field from an Existing Content Type
/services-technologies/how-tos/drupal-remove-field-existing-content

Edit the Layout for an Existing Content Type (with Panelizer)
/services-technologies/how-tos/drupal-enterprise-7-edit-layout-existing

Move the Display of a Field for an Existing Content Type (with Panelizer)
/services-technologies/how-tos/drupal-enterprise-7-move-display-field
Display a Field for an Existing Content Type (with Panelizer)
/services-technologies/how-tos/drupal-enterprise-7-display-field
Stop Displaying a Field for an Existing Content Type (with Panelizer)
/services-technologies/how-tos/drupal-enterprise-7-stop-displaying
Create a New Content Type
/services-technologies/how-tos/drupal-enterprise-7-create-new-content

**Create a New Content Category (aka Content Type)**

Create a New Content Type
/services-technologies/how-tos/drupal-enterprise-7-create-new-content
Add an Existing Field to an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-add-existing-field
Add a New Field to an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-add-new-field
Edit the Layout for an Existing Content Type (with Panelizer)
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/services-technologies/how-tos/drupal-enterprise-7-stop-displaying
Display a Field for an Existing Content Type (with Panelizer)
/services-technologies/how-tos/drupal-enterprise-7-display-field
Move the Display of a Field for an Existing Content Type (with Panelizer)
/services-technologies/how-tos/drupal-enterprise-7-move-display-field
Edit the Permissions for an Existing Role (Set permissions for the new content ...)
/services-technologies/how-tos/drupal-enterprise-7-edit-permissions-0
Edit Permissions for Your Group Roles (set permissions for the new content type)
/services-technologies/how-tos/drupal-enterprise-7-edit-permissions

**Create Links**

Using Anchors in Your Drupal Site
/services-technologies/how-tos/drupal-enterprise-7-using-anchors-in
Creating Links to External Webpages
/services-technologies/how-tos/drupal-enterprise-7-linking-external

**LEVERAGE YOUR SITE'S ROLES AND PERMISSIONS**
Work with Your Site's Workflow

Definition of User Roles
/services-technologies/how-tos/drupal-enterprise-7-definition-user
Publish an Existing Page
/services-technologies/how-tos/drupal-enterprise-7-publish-existing

MANAGE YOUR SITE'S NAVIGATION

Work With Your Site's Menus

Add a Link to a Menu
/services-technologies/how-tos/drupal-enterprise-7-add-links-menu
Remove a Link from a Menu
/services-technologies/how-tos/drupal-enterprise-7-remove-link-menu
Edit the Order of Links in a Menu
/services-technologies/how-tos/drupal-enterprise-7-edit-order-links-in
Edit the Placement of Links in a Menu
/services-technologies/how-tos/drupal-enterprise-7-edit-placement-links
Add a Menu to an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-add-menu-existing

Add Dropdown Menus to Your Site

Setting Up Primary Navigation Dropdowns
/services-technologies/how-tos/drupal-enterprise-7-setting-primary

ADD MORE ORGANIZATION TO YOUR SITE

Work with Your Site's Tags (aka Taxonomy)

Add a New Term to an Existing Set of Tags
/services-technologies/how-tos/drupal-enterprise-7-8-add-new-term
Remove a Term from an Existing Set of Tags
/services-technologies/how-tos/drupal-enterprise-7-8-remove-term
Add a New Vocabulary to an Existing Content Type
/services-technologies/how-tos/drupal-enterprise-7-add-new-vocabulary
Add an Existing Vocabulary to an Existing Content Type
Create a New Set of Tags (aka Vocabulary)

Create a New Set of Tags (aka Vocabulary)

Add a New Term to an Existing Set of Tags (aka Vocabulary)

Add a New Vocabulary to an Existing Content Type

ADD MORE AUTOMATION TO YOUR SITE

Add Automated Lists to Your Site with the Views Module

Add new criteria to an existing automated list (aka View)

Remove criteria to an existing automated list (aka View)

Add a display to an existing automated list (aka View)

Clone a display for an existing automated list (aka View)

Remove a display from an Existing Automated List (aka View)

Create a New Automated List (with the Views Module)

Create a New Automated List (aka View)

Remove criteria from an existing automated list (aka View)

Add new criteria to an existing automated list (aka View)

ADD USERS TO YOUR SITE
Work with User Accounts

Add a User to Your Site
/services-technologies/how-tos/drupal-enterprise-7-add-user-your-site
Add Roles to an Existing User
/services-technologies/how-tos/drupal-enterprise-7-add-roles-existing
Remove Roles from an Existing User
/services-technologies/how-tos/drupal-enterprise-7-remove-roles

Work with User Groups (Organic Groups)

Add a Group to Your Site
/services-technologies/how-tos/drupal-enterprise-7-add-group-your-site
Edit Permissions for Your Group Roles
/services-technologies/how-tos/drupal-enterprise-7-edit-permissions
Add a user to a Group
/services-technologies/how-tos/drupal-enterprise-7-add-user-group
Remove a User from a Group
/services-technologies/how-tos/drupal-enterprise-7-remove-user-group

Role & Permissions

Edit Permissions for an Existing Role
/services-technologies/how-tos/drupal-enterprise-7-edit-permissions-0

Manage

MANAGE YOUR DRUPAL SITE'S WEB HOSTING

Work with Your Site's Multiple Environments

Managing Multiple Environments
/services-technologies/how-tos/drupal-enterprise-9-managing-multiple

Go Live with Your Drupal Site

Assign Your URL to Your Drupal Site