Introduction to Drupal

and Content Creation

Agenda

- What is Drupal?
- Basic terms and concepts
- What is your website for?
- Common tasks (demos)
- Accessibility considerations
- Where to get help
- Questions?

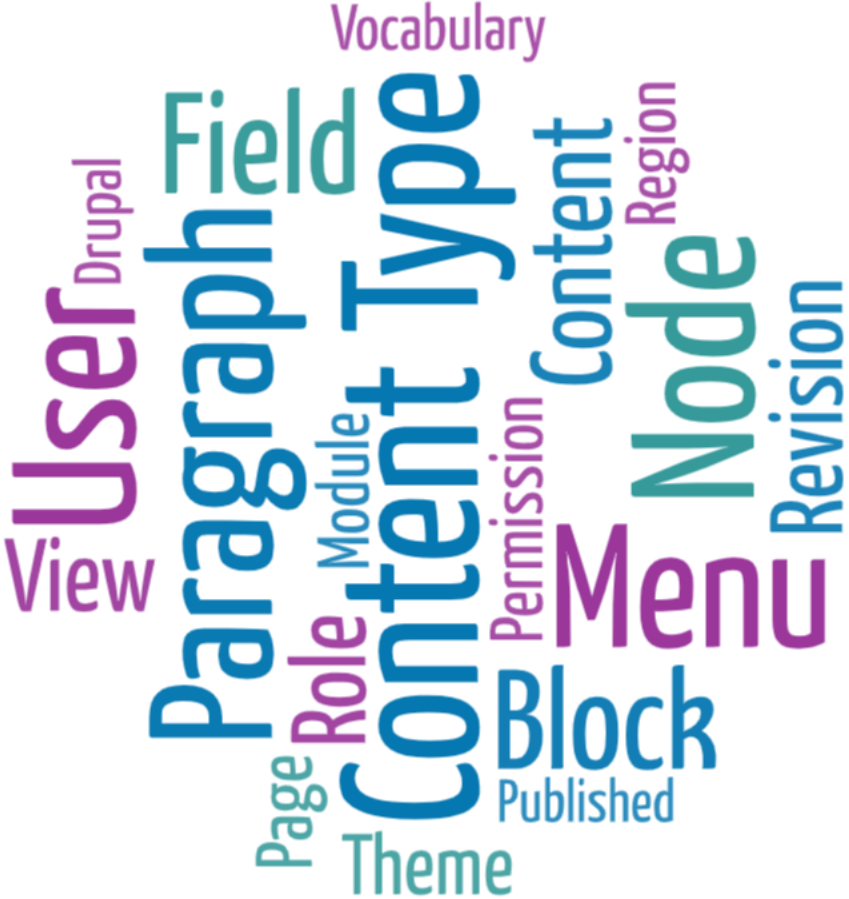
What is Drupal?

- A content management framework that allows users to create and manage digital content. It offers powerful content creation and editing tools, including a WYSIWYG editor and a history of revisions.
- Trinity's implementation of Drupal includes integrations with various services such as Scholars@Duke, the Duke Event Calendar, and Duke Today.
- **Bonus:** What is content? Digital material that communicates meaningful information to a site visitor; includes text, graphics, images, audio, and video.

Basic Terms and Concepts

- Content type
- Paragraph type
- Node
- View
- Menu

Many more in our
Training & Documentation website:
https://duke.is/drupal



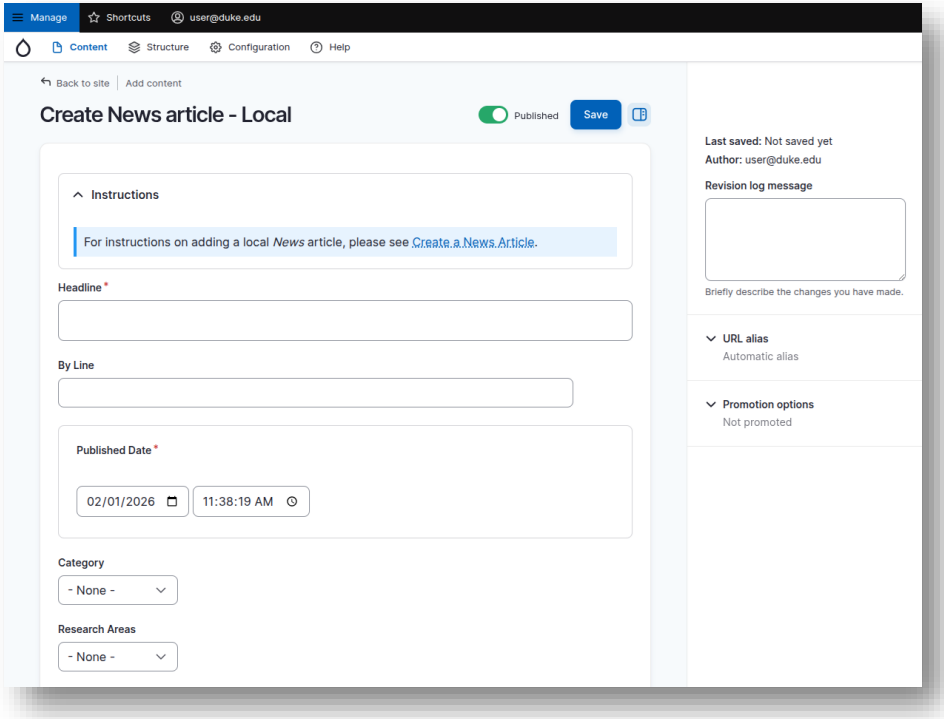
What is your website for?

- Explaining your program to external groups and perspective students
- Promoting news, research and accomplishments of faculty, students, alumni and staff
- Sharing course information, program requirements, events and other information needed for faculty and students

- *It is not intended to be a filing system for internal departmental documents and academic records*

Common Tasks

- Using the formatted text editor
- Creating a Basic page
- Adding a Paragraph
- Creating a News article
- Categorizing a faculty member
- Demo time!



Accessibility Considerations

- Always use alternative text for embedded images
- Avoid using images that include text unless the text is decorative
- Always provide captioning and/or transcript for audio and video content
- Always use descriptive link text

More information for content creators:
https://duke.is/accessible-content

Where to Get Help

When to contact Communications:

- You are given a Word document and tasked with adding the content to your website.
- You see a story on Duke Today that you believe should be on your website.
- You need help revamping the content within a section of your website.
- You want to add a book to your website.

Where to Get Help

When to contact Web Support:

- The editing interface is not behaving as expected/documented.
- A new faculty or staff member is not appearing on your website.
- “The website has encountered an unexpected error.”

If you’re unsure, start with Web Support:
trinitywebsupport@duke.edu

Questions?

...also,

Thank you!