Adding Content to Your Site - Adaptive Theme

Adding Content to Your Site - Adaptive Theme

Click here for additional Drupal documentation

Articles in this Guide:

- Getting Started Guide - Portfolio Site (Adaptive Theme)
- Configuring Your Drupal Site Layout - Adaptive Theme
- **Adding Content to Your Site - Adaptive Theme** (this page)
- Customizing Your Site's Style - Adaptive Theme

On this page:

Adding Content to Your Site
Modifying Existing Content
Adding Pages
Adding Blog Posts
Adding Graphics
Customizing the Main Menu

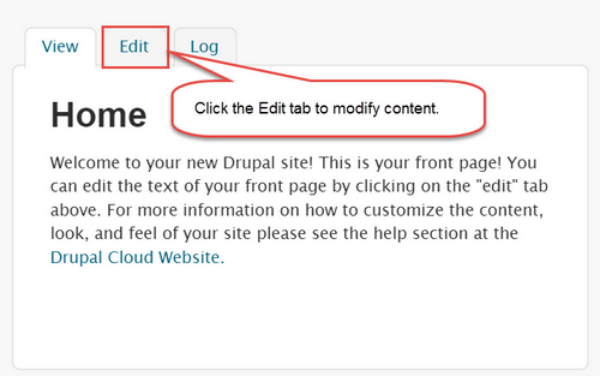
Adding Content to Your Site

In the previous article you followed along while Louise, the Postdoc creating our example website, customized the layout of her site. Now, she will add the content. Louise has already planned out her content which you can view in this KB Article **Getting Started Guide - Site Components**.

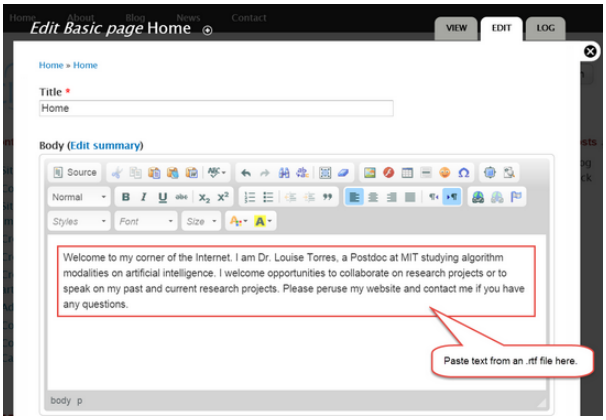
Tip: If you will be cutting and pasting your content from another document, it is recommended that you save your file in the Rich Text Format with an .rtf file extension. Otherwise, the text formatting from your document will be pasted into your website. You can also paste text into a plain text editor (Notepad or TextEdit) to strip away any formatting before pasting. It is a best practice to style text using your theme's settings and avoid the **Style**, **Font**, **Size** and color settings on on the format toolbar. The next article in this series will show you how.

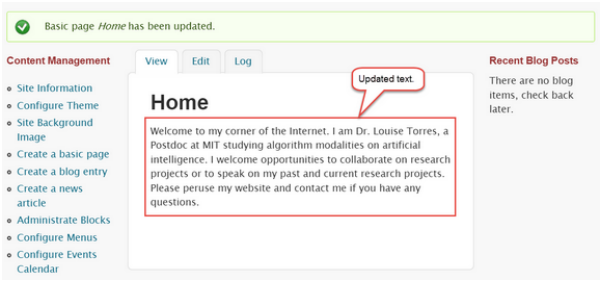
Modifying Existing Content

Your Drupal Cloud website comes with areas containing placeholder content on the Home page, the About page, and the Contact page. To modify this content, log into your website and click the **Edit** tab in the main content area. The image below shows this tab on the Home page.

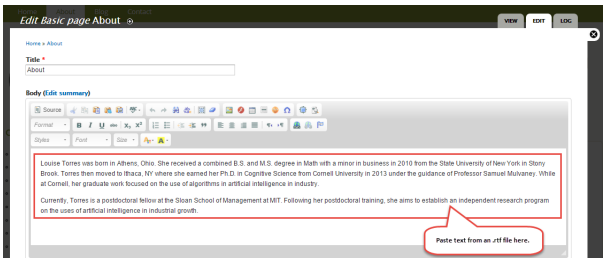


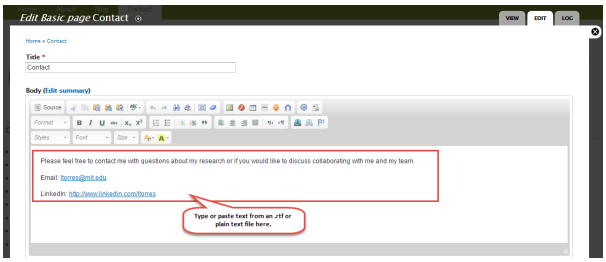
While in Edit mode, Louise copies the text for her Home page from her .rtf file and pastes it into the HTML editor. She then clicks the **Save** button at the bottom of the overlay screen. The image below shows the HTML editor where she pasted her text, while the second image shows the successfully updated Home page.





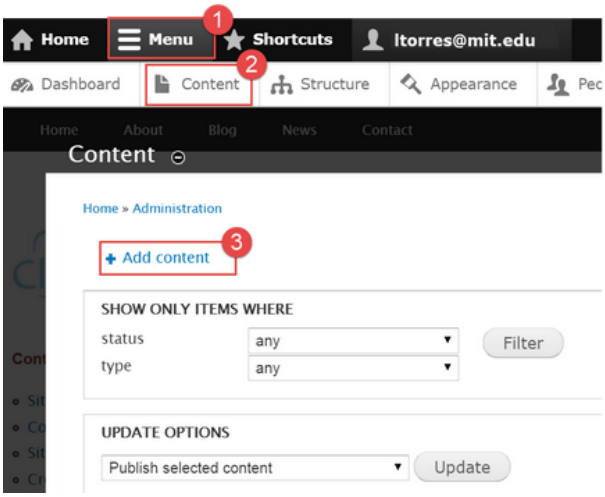
Louise will now update the content on the About and Contact pages. The images below show these steps. On the Contact page, Louise will add links to her email address and LinkedIn profile.



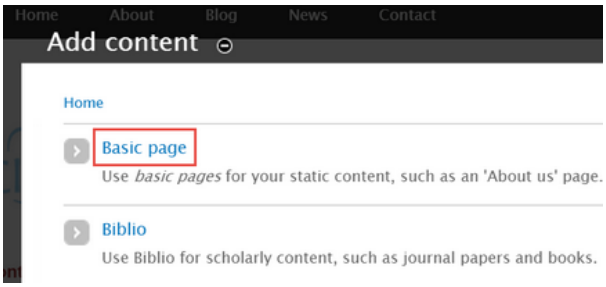


Adding Pages

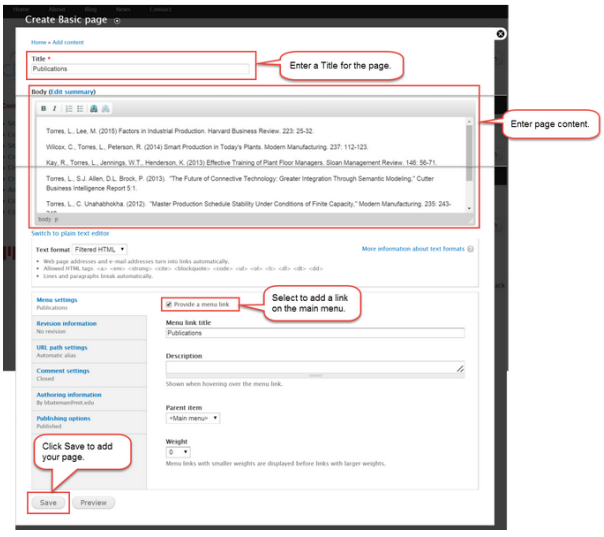
Louise needs one more page for her website. She wants a page to list her publications, and she wants a link to it on her site's main menu. To do this, she goes to the Admin Menu and clicks on **Content**, and then clicks on the link labeled + *Add content*. The image below highlights these steps.



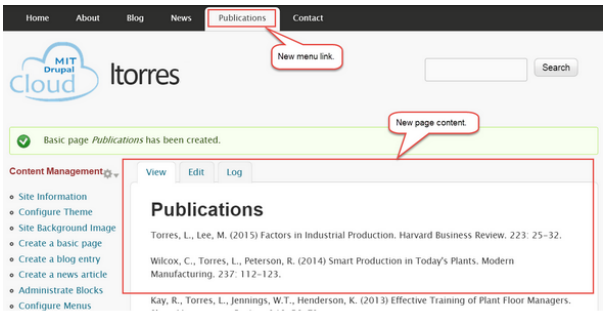
On the Add Content screen, she clicks on *Basic Page* as highlighted below.



On the *Create Basic* page screen, Louise enters “Publications” for the Title and adds her list of articles from her .rtf file. Then, she clicks the option **Provide a menu link** for the page and clicks the **Save** button. The next image highlights these steps.

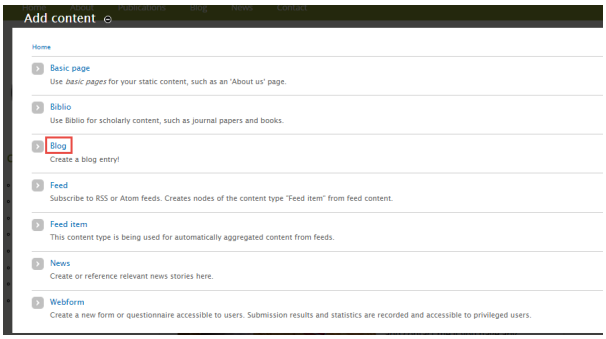


After clicking the **Save** button, Louise is taken to her new page. There is now a link to her new page on the main menu. The image shows the results of adding this page. She can now edit the content of this page as she did earlier with the Home, About, and Contact pages.

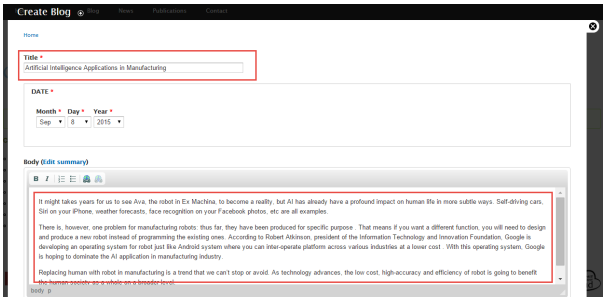


Adding Blog Posts

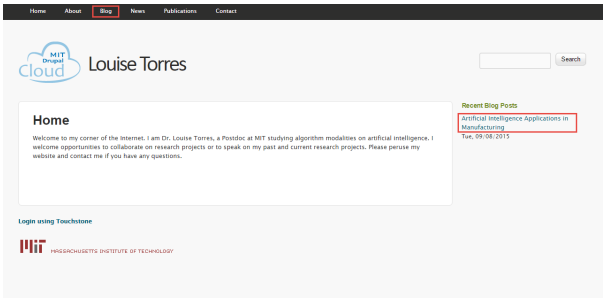
Adding a blog post is very similar to adding a page. From the Admin menu click on Content, then + *Add content*. Select Blog for the type.



Add a Title and content in the Body. You can set a date or leave as it is. Don't forget to click Save.



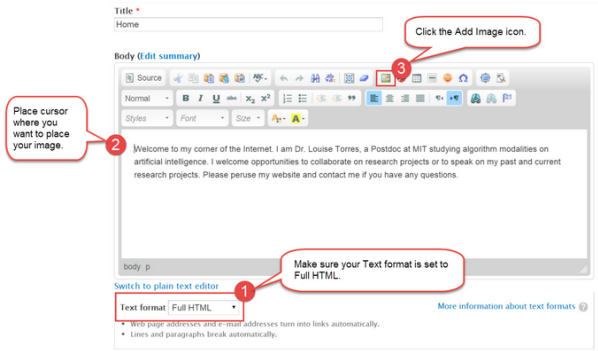
Remember, you can access the Blog entries from the Main menu or the blocks in the Sidebar second region on the right.



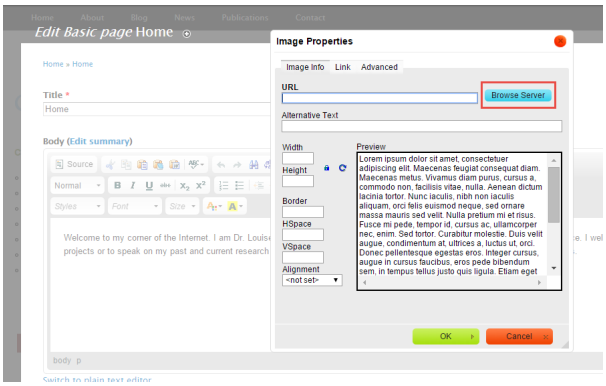
Adding Graphics

There is one more change that Louise would like to make to her Home page. She wants to add a graphic to the main content. This process has several steps to it that includes first uploading her graphic to her website and then selecting it for insertion. There are many clicks and pop-up

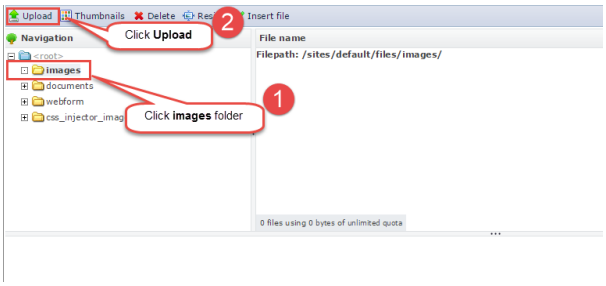
windows to go through. The first step is to click the **Edit** tab to go into edit mode. To get started, Louise makes sure that she is using the *Full HTML* text format. Then, she places her cursor where she wants to add her graphic, and clicks the **Add Image** icon. Note: If she did not see this icon, she might be using the Filtered HTML or Plain Text text format. The next image shows where Louise can select the *Full HTML* text format.



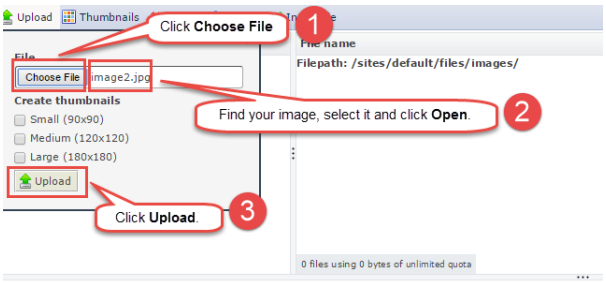
The **Image Properties** window opens. She clicks **Browse Server** to locate an image on her computer.



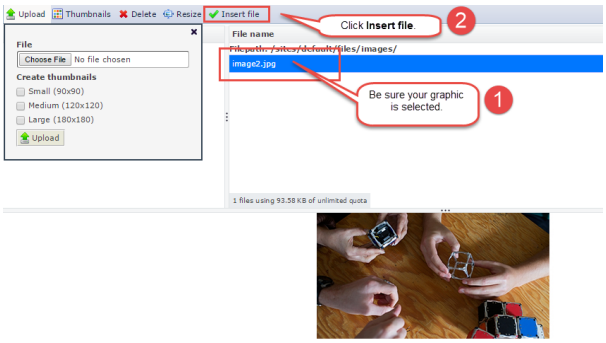
The following image shows what Louise did next.



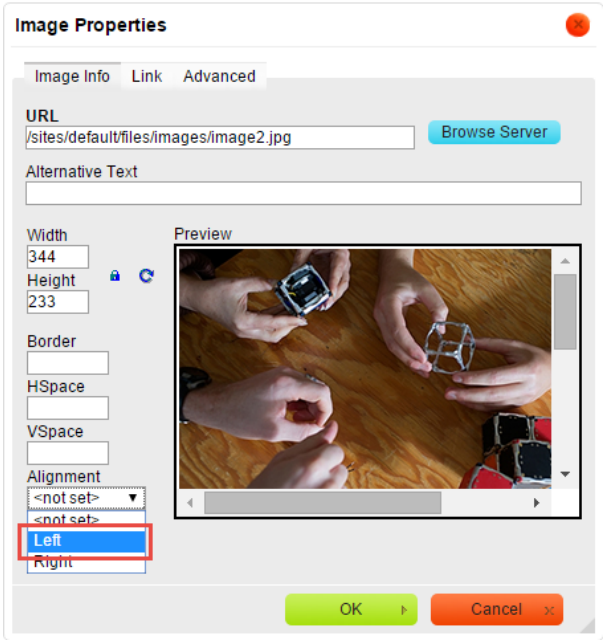
She loocates her graphics file, selects it and clicks **Open**. Now she can upload her file.



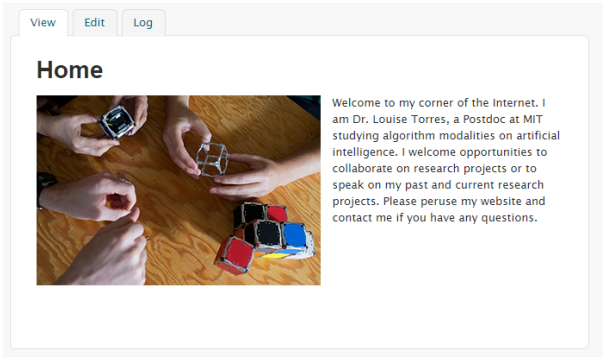
After the upload, the image will be included in the list at the right. The graphics file is uploaded and ready to be inserted. Louise selects it and clicks **Insert file**.



She's returned to the **Image Properties** screen where she can make adjustments before the graphic is inserted. She selects *Left* in the **Alignment** popup list.



This is how her text and graphic will look.



Customizing the Main Menu

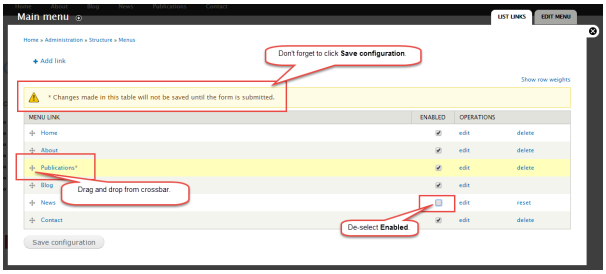
Since Louise will not be using the News feature, she needs to remove it from her main menu. She also wants to move the link to the *Publications* page so that it is in between the links to the About and Blog pages.

The process for doing this is similar to moving the *Main menu* block from one region to another as shown in the previous article. To do this, she will hover over the block and instead of selecting the option *Configure Block*, she will select *List links*, as highlighted in the image below. Doing so, she will be able to enable or disable links, delete them, and move them.

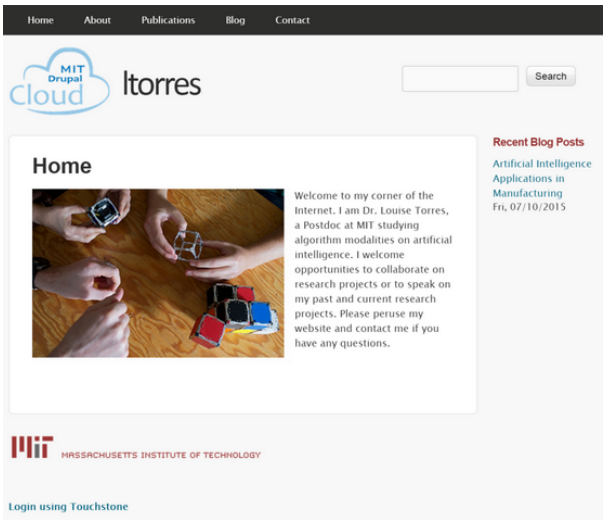


Figure 9: List Links Option for Main Menu

The image below shows how to remove the link to News and move the link to the *Publications* page. Louise will deselect the *Enabled* option beside News and drag and drop the *Publications* link to its correct position.



The image below shows the final results Louise gets after completing all of these steps. She's added all of her content and is now ready to put the finishing touches on her site by making some stylistic changes.



Click here for additional Drupal documentation