DrupalHelps

Drupal 11.4 edition

STUDENT GUIDE

ABSOLUTE BEGINNER'S GUIDE TO DRUPAL

Build a real site in a day: content types, media, taxonomy, permissions, Views, URLs, and layouts.

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Ready for Drupal 12
(December 2026)

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WHAT YOU'RE ABOUT TO LEARN

Drupal is an open-source platform for building amazing digital experiences. It's made by a dedicated community. Anyone can use it, and it will always be free.



The Drupal community at DrupalCon. Come for the code, stay for the community.

50,000+
free modules that add features

3,000+
free themes that change the look

25
years in production, since January 2001

Sources: Drupal.org project counts as cited on Wikipedia's Drupal article (2026). Drupal 1.0 was released January 15, 2001.

SCHEDULE & SETUP

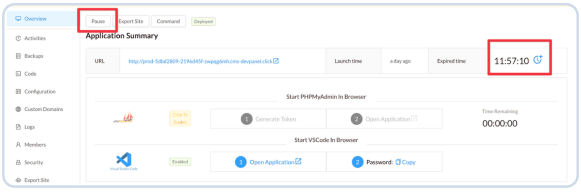
1. Introductions / Set Up
2. What is Drupal? / Administration Tour
3. Site Building Workflow
4. Content Types & Content Modeling
5. Taxonomy (Categorizing & Grouping Content)
6. Views
7. Layouts
8. Themes
9. Adding Features / Feature Demos
10. Q&A / Can Drupal Do...?

SETUP 1
Create a site for this training

1. Head over to https://drupalforge.org.
2. Click the **Login** button at the top right and register with a Google account. This is by far the best way.
3. Once you're logged in, you'll be redirected back to Drupal Forge.
4. Find the **Drupal 11** template (older listings call it Demo Drupal 11). Click **Launch** and answer the math question.
5. Click **Express Launch** and **leave this tab open.**
6. Click the **Manage** tab. You'll be redirected to a DevPanel page that is the overview of the environment.
7. Click the timer on the right until it says almost 12 hours. Sites pause after 6 hours unless you extend them.
8. Click the **Pause** button.
9. You're all set for class.



Step 2: sign in with Google.



Steps 7 and 8: the timer and Pause button.

NEW SINCE DRUPAL 11.4

A fresh Drupal site used to arrive with 2 content types: **Article** and **Basic page**. Drupal 11.4 (July 2026) removed them from the default install. A new site now starts with none. We'll put them back with 2 **recipes** (packaged sets of configuration), and then you'll build your own.

SETUP 2

Add the starter content types

1. On your DevPanel page, open the cloud code editor (VS Code in the browser).
2. Open a terminal: **Terminal › New Terminal**.
3. Move into the web folder and apply 2 recipes. Copy each command on its own, paste it into the terminal, and press Enter:

Command 1

```
cd /var/www/html/web
```

Command 2

```
drush recipe core/recipes/page_content_type
```

Command 3

```
drush recipe core/recipes/article_tags
```

Command 4

```
drush cr
```

4. Back in your site, go to **Content › Add content**. **Observe:** Article and Basic page are now listed.

INTRODUCTION

Drupal is a free and open-source Content Management System that lets Administrators, Site Builders, and Content Editors create and manage content across one website or many.

Drupal is free to download, free to use, and free to change or enhance.

Out of the box, Drupal handles content management, user roles and permissions, security, and extensibility. That range is why so many large organizations run on it.

Drupal is widely used by top businesses, Fortune 500 companies, nonprofits, and government organizations. Well-known users include agencies across the U.S. federal government, Warner Music Group, Fannie Mae, the Government of Australia, Princeton University, and Tesla.

WHO DOES WHAT ON A DRUPAL SITE

Administrator
Runs the site: updates, users, settings, security.

Site Builder
Assembles the site in the browser. **This is you today.**

Content Editor
Writes, edits, and publishes the content.

Drupal core and Drupal CMS

You'll hear 2 names. They're the same engine in 2 packages.

	Drupal core	Drupal CMS
What it is	The engine. Lean on purpose.	Drupal core plus a curated set of modules and site templates.
Best for	Learning how Drupal works. Custom builds.	Getting a polished site running fast.
Page building	Layout Builder (Part 6)	Drupal Canvas, a visual page builder
In this class	**Yes.** This is what we use.	Try it afterward on Drupal Forge.

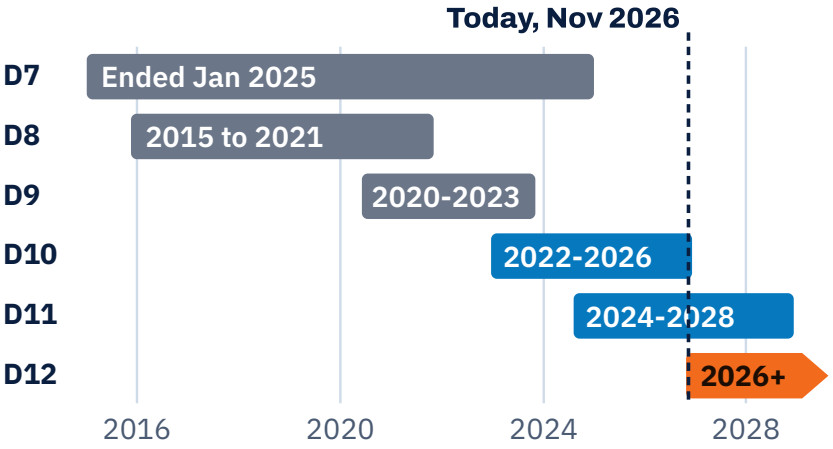
Learn core first. Everything you learn today works the same way inside Drupal CMS.

WHICH DRUPAL ARE WE USING?

Today's site runs Drupal 11.4. Drupal 12 arrives the week of December 7, 2026.

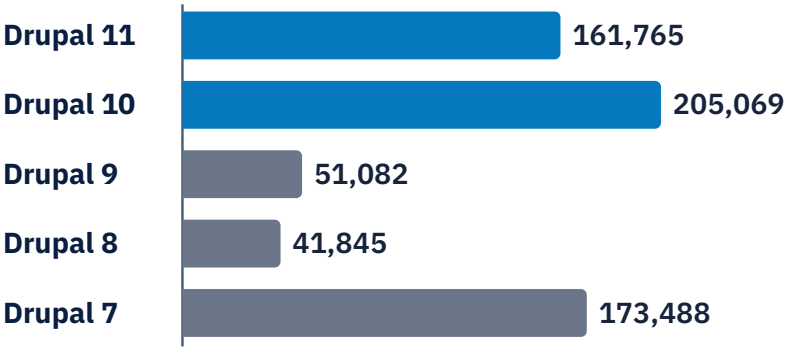
Drupal ships a new major version about every 2 years. Each one is supported for about 4. The chart shows why you start new work on the current version.

DRUPAL MAJOR VERSIONS AND THEIR SUPPORTED LIVES



Gray: end of life. **Blue:** supported today. **Orange:** next. Drupal 10 reaches end of life on December 9, 2026. Drupal 11 is supported until early December 2028. Source: Drupal core release schedule, drupal.org.

SITES REPORTING TO DRUPAL.ORG, BY MAJOR VERSION



Blue: supported. **Gray:** past end of life. Week of August 16, 2026: 640,801 reporting sites in total. Only sites that report back to Drupal.org are counted, so real totals are higher. Source: Drupal.org usage statistics, as reported by The Drop Times.

Read that chart carefully. Over 266,000 reporting sites run a version that no longer gets security fixes, and Drupal 10 joins them in December. Build on the current version and upgrading stays small.

What changes between Drupal 11 and Drupal 12

The site-building skills in this guide carry straight over. The changes are in what ships by default.

Area	Drupal 11.4 (today)	Drupal 12
Admin menu	Navigation sidebar on the left	Navigation only. The old Toolbar module moves out of core.
Admin look	Claro theme	Default Admin theme (based on Gin), with dark mode
Front-end theme	Olivero	Olivero moves out of core. You choose a theme.
Starter content types	None since 11.4	None
Moved out of core	Still included	Contact, Search, Shortcut, Ban, History, Telephone, and others. Each is still a free add-on.
PHP required	8.3 or newer	8.5 or newer

THE RULE

"Moved out of core" doesn't mean gone. It means you install it as a module when you need it.

1

WHAT IS DRUPAL?

What it is, why organizations choose it, and a tour of the screens you'll use all day.

IN THIS PART

- 10 reasons teams pick Drupal
- How Drupal stores and displays data
- The words you'll hear all day
- A tour of the administration area

WHERE YOU ARE IN THE SITE BUILDING WORKFLOW

1 Planning	2 Content types	3 Media	4 Permissions
5 Organization	6 Display	7 Enhancements	8 Launch

1.1 ADVANTAGES OF DRUPAL

There are plenty of CMS options. Drupal stands out because of the distinct advantages it offers.

1 **Extensibility and modularity**

You add functionality as you need it through modules. With more than 50,000 contributed modules and the option to write your own, you can build complex, feature-rich sites without extensive custom code.

> **BROWSE**
>
> drupal.org/project/project_module
> drupal.org/project/project_theme

2 **Strong community support**

Someone once said about Drupal: "Come for the code, stay for the community." The community is large, active, and supportive. Thousands of developers, designers, and users contribute, and that keeps the platform current, secure, and innovative.

> **GET HELP**
>
> Slack: drupal.org/slack
> Stack Exchange: drupal.stackexchange.com

3 **Enhanced security**

Drupal has a dedicated security team that identifies and addresses vulnerabilities and publishes regular security releases. That focus makes Drupal a popular choice for high-profile and enterprise sites.

4 **Multilingual capabilities**

Multilingual support is built into Drupal core. You can create and manage content in multiple languages without add-ons, which makes Drupal a strong choice for organizations with global audiences.

5 Scalability and performance

Drupal is designed to handle high traffic and to scale as a site grows. Its caching keeps pages fast during peak periods. Drupal 11.4 uses about a third of the database and cache lookups that Drupal 11.0 did for the same requests.

6 Customizable entities: content types and taxonomy

The heart of Drupal's flexibility is the "entities" it gives you to customize. Content types and taxonomy let you define and manage different kinds of content with ease. Drupal's built-in Media Library can act as a capable digital asset management system.

GO DEEPER

imrodmartin.com/drupal/ultimate-guide-media-drupal-asheville-update

7 SEO-friendly

Clean URLs are built in. Add the Metatag, Pathauto, and Simple XML Sitemap modules and you have customizable meta tags, automatic URL patterns, and an XML sitemap.

MODULES

drupal.org/project/metatag
drupal.org/project/pathauto

8 Responsive design

Responsive design is essential and it's built in. Drupal's themes adapt to different screen sizes and devices so every visitor gets a usable page.

9 Open source

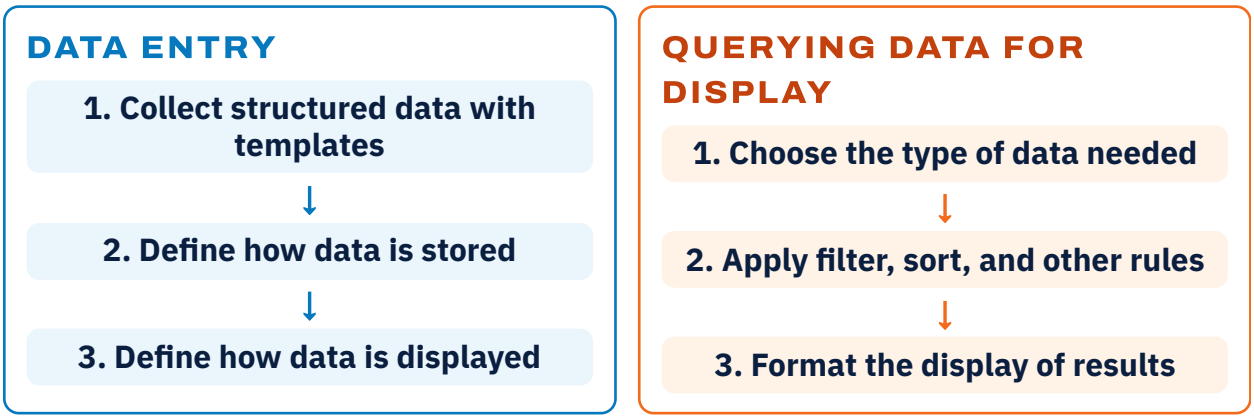
Drupal is free to use, modify, and distribute. That means more flexibility and lower cost than proprietary CMS options.

10 Integration with third-party services

Drupal connects to CRM systems, marketing automation tools, social platforms, and other services through its APIs. That makes it a fit for organizations that need their systems to work together.

HOW DRUPAL THINKS ABOUT DATA

Drupal is a database-driven CMS that takes a structured approach to content and other entities.



Left: what you'll do with content types and fields in Part 2. **Right:** what you'll do with Views in Part 4.

Entities are objects used for persistent content and configuration information. In Drupal, nearly everything is an entity, including content. Entity types are used to store and display data.

You can define **new types of content** (blogs, events, words of the day) as you need, and **add custom fields** to each type. Contributed modules extend this further with new kinds of fields and new ways to work with them. Best of all, these fields **can be attached to anything** in the system that is an entity, such as users, comments, and taxonomy.

THE PRIMARY ENTITIES IN DRUPAL 11

Content pages, articles, hotels	**Blocks** reusable page pieces	**Taxonomy** categories and tags
Users people with accounts	**Media** images, video, files	**Comments** off by default

Comments are switched off in a new Drupal 11.4 site. Contact forms were an entity too, and they move out of core in Drupal 12. Both are rarely used on new builds.

1.2 IMPORTANT DRUPAL TERMINOLOGY

In this course, and when you work with other Drupal users and Drupal documentation, you'll hear terms that have a specific meaning in Drupal. Here are the ones you'll use most.

Superuser (user/1)

The Superuser is the first account created on the site. It's known historically as "user/1" because it's the first user in the database: `example.com/user/1`. By default the Superuser is not restricted by permissions and sees every administrative function. Everyone else sees only what their role allows.

Navigation sidebar

The Navigation sidebar is the vertical menu on the left that appears when an administrative user is logged in. It shows only the sections that user's permissions allow. Click the arrow at the bottom to collapse it to icons.

Top bar

When you view a page of content while logged in, a bar across the top holds the actions for that page, such as **Edit**.

> **IF YOUR SITE LOOKS DIFFERENT**
>
> Sites built before Drupal 11.4 have a horizontal black **Toolbar** across the top, with a **Shortcuts** bar and a star (☆) beside each page title for saving shortcuts. You'll still see that on many live sites. The Navigation sidebar is the default from 11.4 on, and Toolbar and Shortcut both move out of core in Drupal 12.

Section tabs

Section tabs handle second-level navigation. You'll see them on administration pages that have sub-pages. The number of tabs changes from none to several. If you don't see the option you're looking for on the first page, click a tab. It's often there.

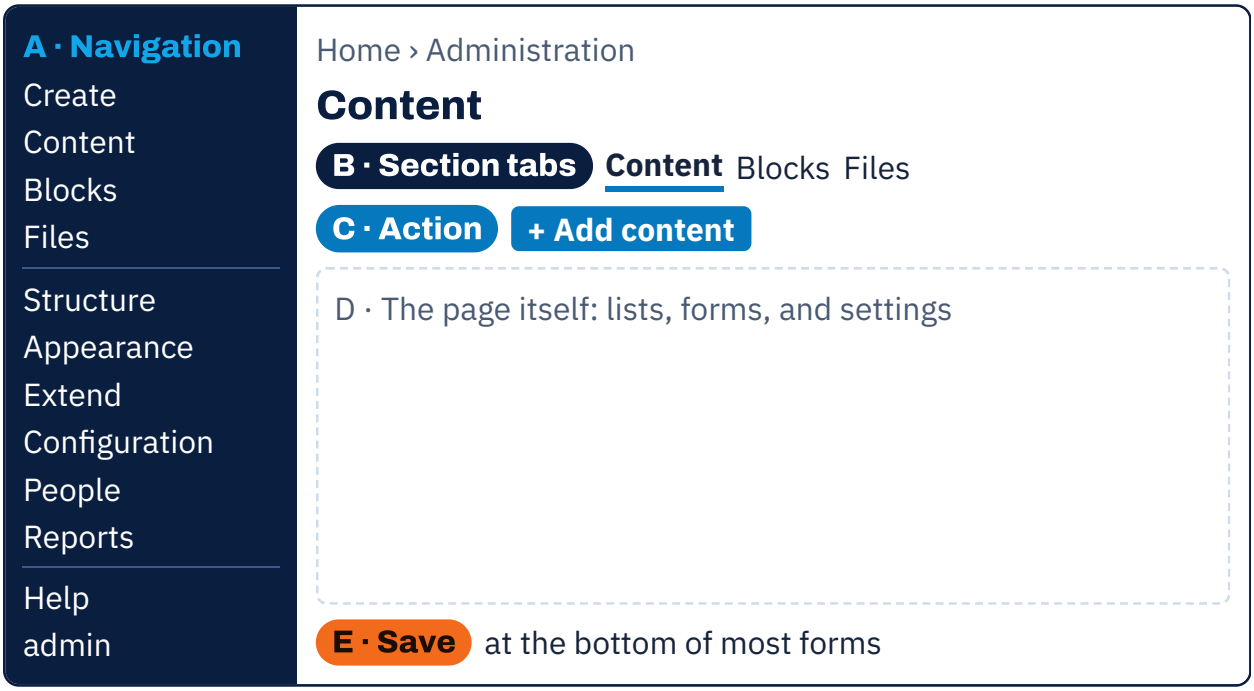
Subsection buttons

Sometimes a section tab has additional buttons beneath it. These are third-level navigation for administration options.

Save

Drupal does not always save your changes automatically. Most pages have a **Save** or **Save configuration** button at the bottom. This also applies to pages where you drag and drop elements. Always look for the Save button.

ANATOMY OF AN ADMINISTRATION PAGE



The screenshots in this guide show area **D**, the page itself. Your Navigation sidebar sits to the left of it.

1.3 THE ADMINISTRATION TOUR

We're about to take a whirlwind tour through the main sections of the Drupal administration area. We'll go through each section in the Navigation sidebar and touch on the common tasks a Superuser or Administrator needs to do.

This lesson touches each section only briefly. We'll come back to the most important ones later and go deeper.

Content

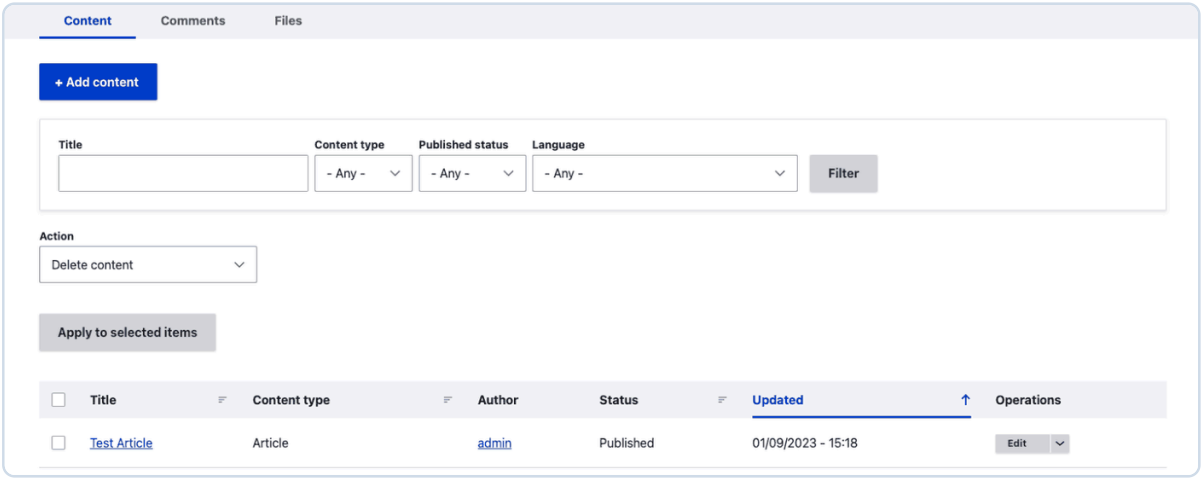
The tour starts at **Content**, which lists the content that has been added to the site.

Your site now has 2 content types, Article and Basic page, because you added them in Setup 2. Later you'll create your own.

Keep an eye out for section tabs on administrative pages. The Content page also has **Blocks** and **Files** tabs. A **Media** tab joins them once you turn on the Media module.

EXERCISE 1.3.1
Create an Article

1. Go to **Content › + Add content › Article**.
2. Add text to the fields on the form.
   a. Enter **Test Article** for the Title.
   b. Enter **Lorem ipsum** text for the Body field.
   c. Upload an image for the Image field and enter Alt text for it.
   d. Enter **hiking, biking** for the Tags field.
3. Click **Save** at the bottom.
4. Go to **Content** in the Navigation sidebar.
5. **Observe:** your article is in the content list.



The Content list with your new article.

Structure

The Structure section holds the building blocks of your website: containers for content (Content types), saved queries (Views), and navigation control (Blocks and Menus).

You aren't expected to know what each of those terms means yet. For now, remember the words. They come up constantly when you build a Drupal site.

Later you'll add modules that add new pages to Structure. Don't be surprised when these administration areas no longer look the same. Drupal is designed to be extended.

EXERCISE 1.3.2
Add a Welcome Block

1. Go to **Content › Blocks**.
2. Click **+ Add content block**.
3. Enter the following details:
   a. Block description: **Welcome Block**
   b. Body: **Welcome to London City Guide. Discover London here.**
4. Click **Save** at the bottom.
5. Go to **Structure › Block layout**.
6. Scroll down to the *Sidebar* region and click **Place block**.
7. Filter by typing **Welcome Block**.
8. Click **Place block** next to Welcome Block.
9. Click **Save block**.
10. Scroll to the bottom of the Block layout page and click **Save blocks**.
11. Click the site logo at the top of the Navigation sidebar to go to your home page.
    Observe: your Welcome block appears in the sidebar.

CHANGED SINCE DRUPAL 10.1

The block library used to be a "Custom block library" tab under Block layout. It now lives at **Content › Blocks**, and custom blocks are called content blocks.

Earlier you added an article. Now you've added a block. If you click **Content** in the sidebar, do you expect to see your welcome block listed with your article? If you said "no," you're right. It's on the Blocks tab.

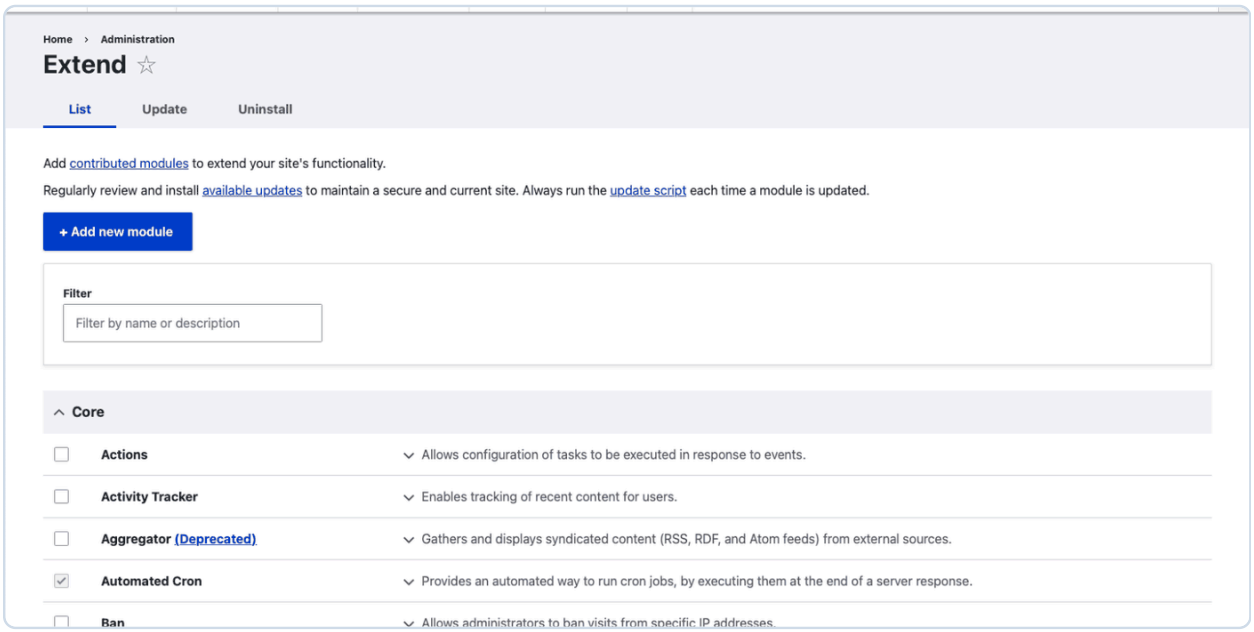
	Content (a node)	Block
Has its own URL	Yes. Every piece of content gets one.	No
Where it shows	On its own page, and in lists	In a region, on as many pages as you choose
Listed under	Content	Content › Blocks

Appearance

Appearance lets you change the look of your Drupal site with themes. Click **Appearance** to see the themes included with Drupal. From here you can install new themes and customize existing ones.

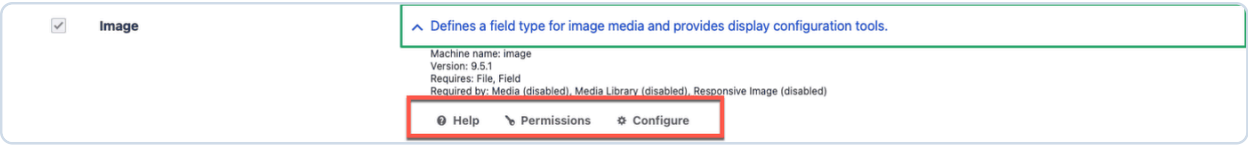
Extend

From the Extend section you install and uninstall modules. Contributed modules from Drupal.org add functionality that core doesn't include.



The Extend page. Type in the filter box to find a module fast.

Click the carets next to several modules to show the detail beneath. Many modules link to **Help**, to their **Permissions**, or to **Configure**. The example below is the Image module.



TWO WAYS TO RUN COMMANDS

This guide shows each command twice. Use the **Forge** line in your Drupal Forge terminal. Use the **DDEV** line if you later work on your own computer with DDEV.

EXERCISE 1.3.4
Install a Contributed Module: Devel

Devel is a toolkit for site builders. You'll use it in Part 4 to generate practice content.

1. In your terminal, type the following command and press Enter:

   Forge
   ```
   composer require drupal/devel
   ```
   DDEV
   ```
   ddev composer require drupal/devel
   ```

2. Composer checks the requirements, downloads the module from Drupal.org with everything it depends on, and places the code in the right folders.
3. Return to your site.
4. Go to **Extend**.
5. Type **devel** in the filter. Check **Devel** and **Devel Generate**.
6. Click **Install** at the bottom. Confirm if Drupal asks to turn on anything else that's required.

THE RULE

Adding a module is always 2 steps. Composer **downloads** it. Extend **installs** it.

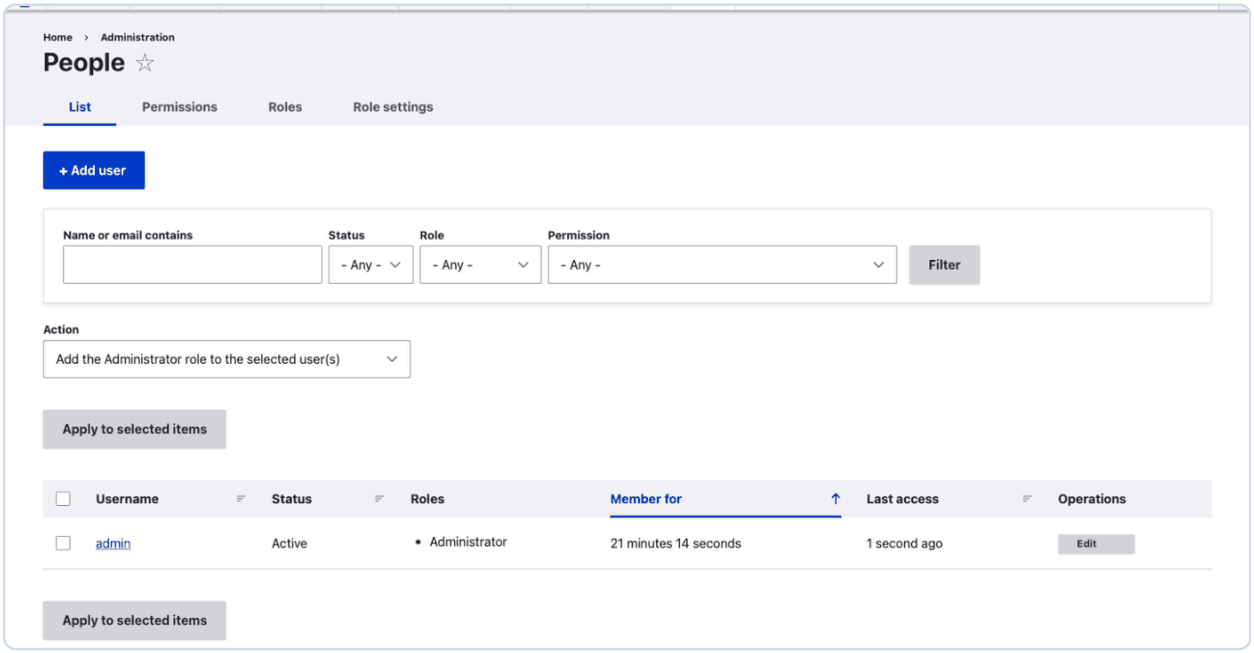
Configuration

The Configuration section gives you a variety of settings to update. You can manage regional settings, account settings, text formats, and more. Click **Configuration** and look at what's available.

One of the greatest advantages of a CMS over a static HTML site is that much of the website can be changed instantly through the browser.

People

The People section is where you manage individual users, roles, and permissions.



Reports

Drupal provides reports that help you keep tabs on your site. You'll find them under **Reports** in the Navigation sidebar.

Report	What it tells you
Recent log messages	Recent events on your site and which user triggered them. Start here when you're debugging. You can filter and clear the list.
Status report	Notable security or configuration issues, such as modules that need updating or folders that need protecting. Also shows your Drupal and PHP versions.
Field list	Every field you've created. Check it before you add a field so you don't create a duplicate.
Top 'access denied' errors	Attempts to reach a protected page that failed.

Report	What it tells you
Top 'page not found' errors	Requests for pages that don't exist. Use it to decide where you need redirects, and to spot anyone fishing for restricted pages.
Views plugins	An overview of the plugins used in all views.
Available updates	Which modules and themes have updates and how urgent each is. Requires the core *Update Status* module, which you turn on under Extend.
Top search phrases	What visitors search for. Requires the Search module, which moves out of core in Drupal 12.

2

THE SITE BUILDING WORKFLOW

Every build starts with content. Model it first and the rest of the site follows.

IN THIS PART

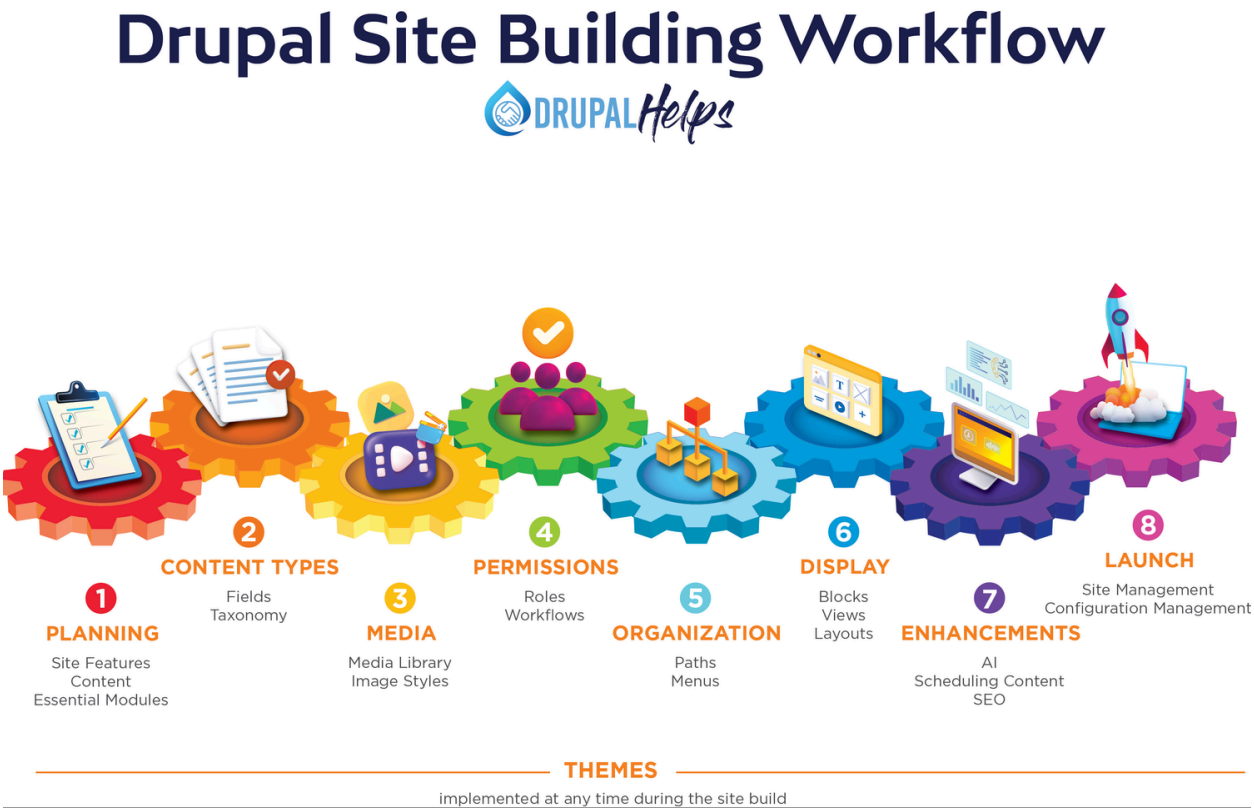
- Structured content types
- Custom content types and fields
- Media
- Taxonomy

WHERE YOU ARE IN THE SITE BUILDING WORKFLOW

1 Planning	2 Content types	3 Media	4 Permissions
5 Organization	6 Display	7 Enhancements	8 Launch

THE SITE BUILDING WORKFLOW

The process of building a Drupal site always starts with content. The Site Building Workflow gives you an order to work in on your first build.



The Site Building Workflow (download it from rodsurl.com/drupal-workflow) follows a best-practice approach to building out your Drupal site.

Use it as a cycle while you're learning: run the whole workflow for each content type. Once you're comfortable, use it as your overall approach to the build.

> **THE RULE**
>
> Content first, display last. If you start with the layout, you'll rebuild it when the content changes.

2.1 STRUCTURED CONTENT TYPES

One of Drupal's key features is the ability to collect structured data. **Structured data** means organizing information so it's easy to filter, search, and sort.

UNSTRUCTURED

One big text box

> The Drupal Hotel is near Big Ben. Rooms from £180. Call 020 7946 0000. Photo attached.

Drupal can show it. It can't sort or filter it.

STRUCTURED

One field per fact

- **Hotel name: Drupal Hotel**
- **Nearby landmark: Big Ben**
- **Price: 180**
- **Image: hotel.jpg**

Now you can list hotels near Big Ben, cheapest first.

Benefits of structured over unstructured data collection:

- Model the data to real-world needs
- Validate input (required fields, formatting, limited choices)
- Better control of display
- Easier data migration

Article and Basic page are the 2 classic Drupal content types. Through Drupal 11.3 they came with every new site. Since 11.4 you add them yourself, which you did in Setup 2. The main differences between them are their default settings and the fields they collect.

Content type settings

- Title
- Author
- Date published
- Display author/date?
- Menu options?
- Save revisions?

Article +

- Image
- Body text
- Tags

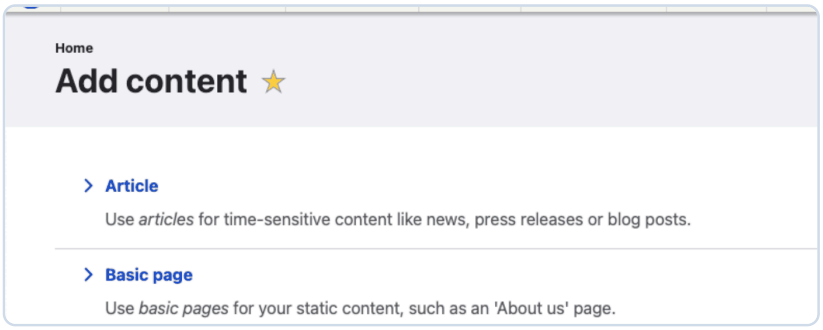
Basic page +

- Body text

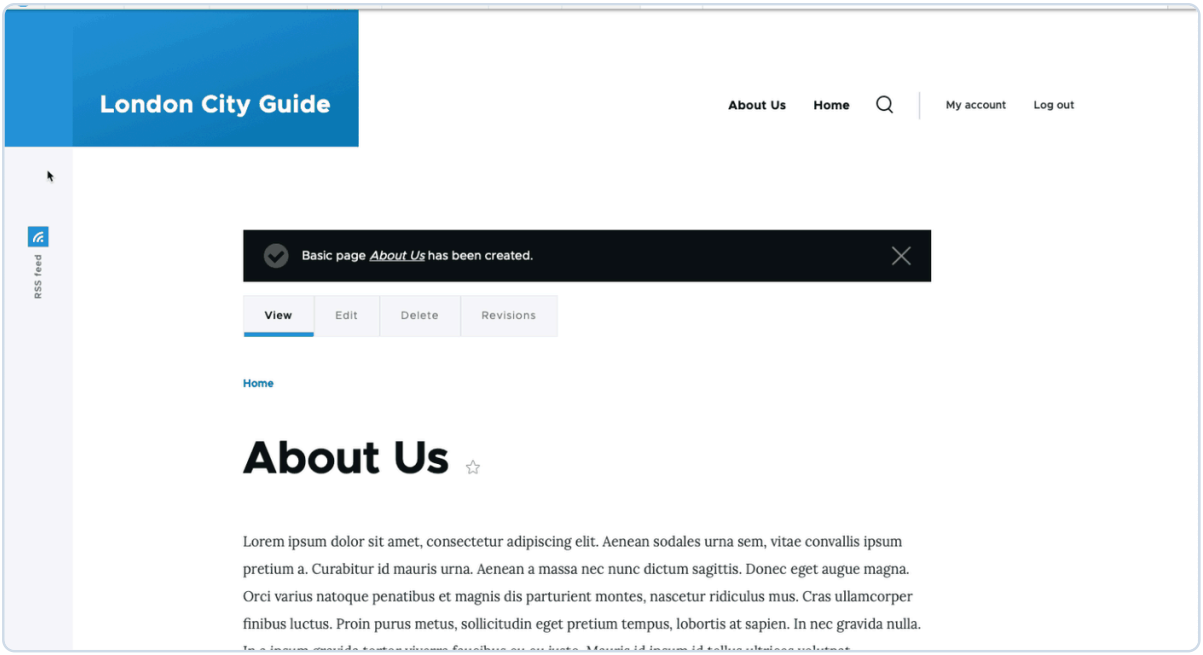
Every content type shares the same settings. Each one adds its own fields.

EXERCISE 2.1.1
Add a Node of the Basic Page Content Type

1. Go to **Content** and click **+ Add content**.
2. **Observe:** there are 2 content types available, Article and Basic page.



3. Click **Basic page** to load the content creation form.
4. Populate the Basic page.
   a. Title: **About Us**
   b. Body: enter Lorem ipsum text and format it with the editor's toolbar buttons.
   c. Menu settings: open **Menu settings** on the right and check **Provide a menu link**. You can optionally add a description.
5. Click **Save**.
6. Review your new page. **Observe:** the page is linked from the main navigation menu.



About Us, with its link in the main navigation.

Note: new menu links are added in alphabetical order by default. You can rearrange them at **Structure › Menus**.

2.2 CUSTOM CONTENT TYPES & FIELDS

A **content type** defines the set of fields needed to store and display a particular kind of information.

A Job Posting content type might have fields for Job title, Job description, Terms of employment, and Salary. A News content type might have Headline, Sub-headline, Location, Date, Reporter byline, and Images.

As you've seen, Drupal is made up of entities that hold data. A content type is a kind of entity that holds the data displayed in the main area of a page.

> **LEARN MORE ABOUT CONTENT ENTITIES**
> drupal.org/docs/user_guide/en/planning-data-types.html

WHAT YOU'LL BUILD: THE HOTEL CONTENT TYPE

Hotel
content type

→

- **Hotel name** (the title) · 2.2.1
- **Hotel Description** (formatted text) · 2.2.2
- **Hotel Image** (media) · 2.3.2
- **Nearby Landmark** (taxonomy) · 2.4.2

EXERCISE 2.2.1
Add a Custom Content Type

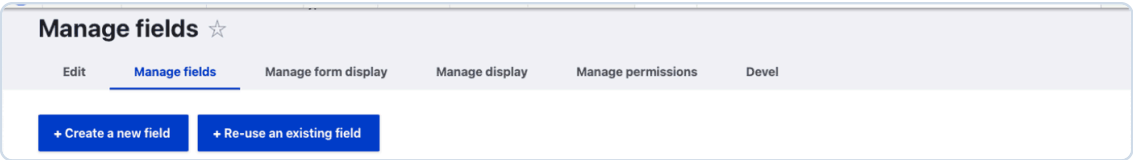
1. Go to **Structure › Content types**. Click **+ Add content type**.
2. Configure your new content type.
   a. Name: **Hotel**
   b. Description: **Listing for a hotel**
   c. Under **Submission form settings**, change *Title field label* to **Hotel name**.
   d. Click **Publishing options**. Deselect *Promoted to front page* and make sure *Create new revision* is selected.
   e. Click **Display settings**. Deselect *Display author and date information*.
   f. Click **Menu settings**. Deselect all the available menus.
3. Click **Save and manage fields**.

Fields let Drupal entities collect custom data. Here the entity is a content type. Fields take care of storing, loading, editing, and rendering that data.

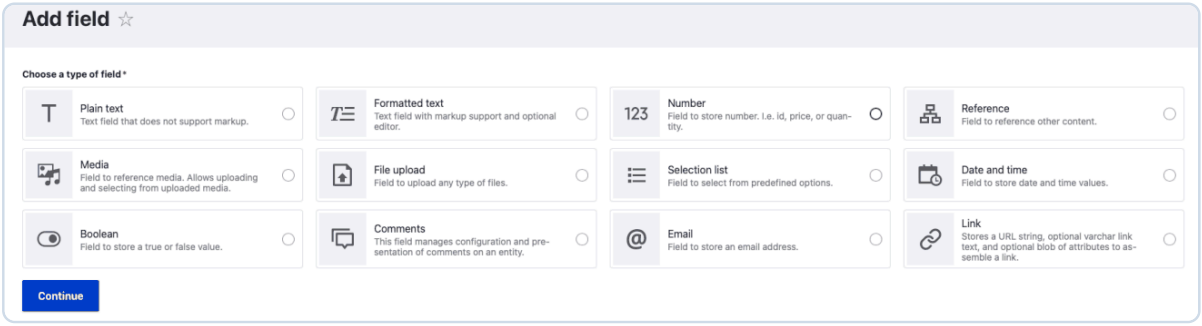
> **CHANGED IN CURRENT DRUPAL 11**
>
> A new content type used to arrive with a Body field already attached. It no longer does. Your Hotel type starts with a title and nothing else, so you add the description field yourself.

EXERCISE 2.2.2
Add a Hotel Description Field

1. You should be on the **Manage fields** tab for Hotel. If not, go to **Structure › Content types › Hotel › Manage fields**.



2. Click **+ Create a new field**.
3. Choose **Formatted text**.
4. Label: **Hotel Description**
5. Select **Text (formatted, long)** and click **Continue**.
6. Keep the defaults and click **Save settings**.
7. **Observe:** Hotel Description is now in the list on the Manage fields tab.



The field type chooser. In current Drupal, clicking a card takes you straight to the next step.

2.3 MEDIA IN DRUPAL

Drupal core's Media module is an extensible framework for managing files and multimedia assets, whether they're hosted on your own site or on a third-party service like YouTube.

Media gives editors and administrators one interface, the Media Library, where they upload, manage, and reuse files and multimedia assets. Upload an image once and use it everywhere.

What you get

- A **Media Library** for adding new media or reusing what's already there.
- **Media types** out of the box: Image, Document, Audio, Video, and Remote video.
- **Remote video** from YouTube and Vimeo by pasting a URL.

- **Fieldable media**: add a caption, a credit, or a taxonomy field to any media type.
- **Embedding** in any text area through the editor's Insert Media button.
- **Display control** through image styles and view modes.
- An administration screen at **Content › Media** to find, edit, and delete media.

Media is an entity. That means you can build media-centered sites, from video portals to digital asset management systems, and you can attach media to other entities, like content, as a field.

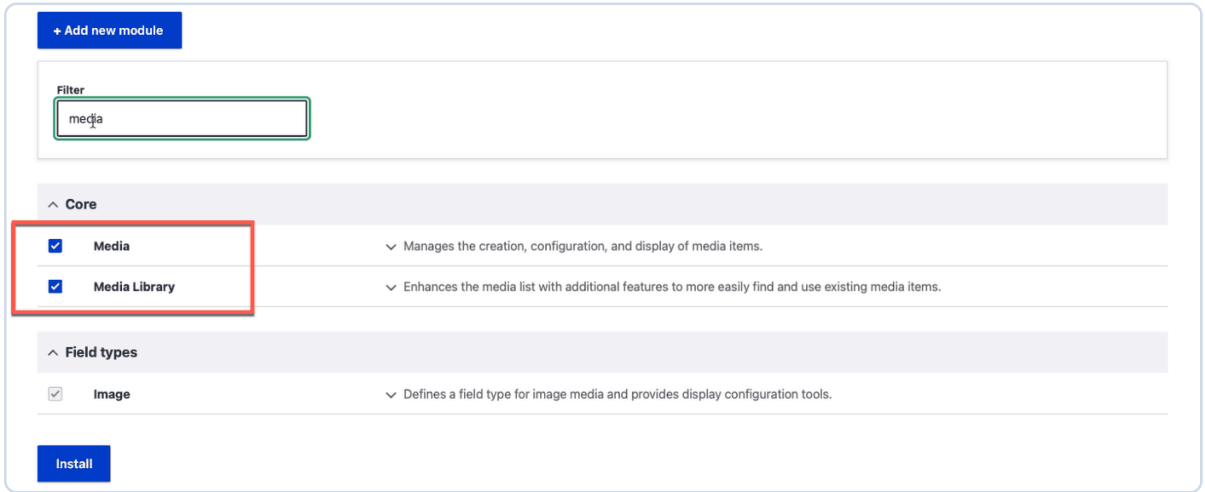


One upload, reused in 3 places. Replace the file once and all 3 update.

In the following exercises you'll turn on the Media and Media Library modules, add a media field to the Hotel content type, and then test it.

EXERCISE 2.3.1
Enable the Media and Media Library Modules

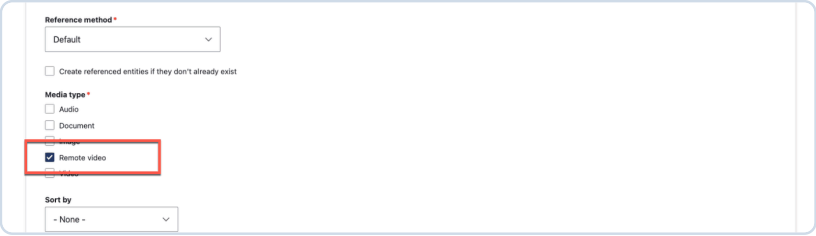
1. Go to **Extend**.
2. In the filter field, type **media**.
3. Check the boxes next to **Media** and **Media Library**.
4. Click **Install**.



In the next exercise you'll add an image field to the Hotel content type.

EXERCISE 2.3.2
Add a Hotel Image Field

1. Go to **Structure › Content types › Hotel › Manage fields**.
2. Click **+ Create a new field**.
3. Choose **Media**.
4. Label: **Hotel Image**
5. Click **Continue**.
6. The next page controls how the field behaves for the Hotel content type.
7. Help text: **Add promotional media of the hotel.**
8. In the *Reference type* section, check **Image** under Media type.



9. Click **Save settings**.

Next you'll test the Hotel content type to make sure the output looks good.

EXERCISE 2.3.3
Add a Node of the Hotel Content Type

1. Go to **Content** and click **+ Add content**.
2. Click **Hotel** in the content type list.
3. Populate the Hotel details.
   a. Hotel name: **Drupal Hotel**
   b. Hotel Description: add some Lorem ipsum text.
   c. Hotel Image: click **Add media**.
   d. Upload an image, enter Alt text, click **Save**, then **Insert selected**.

4. Click **Save**.

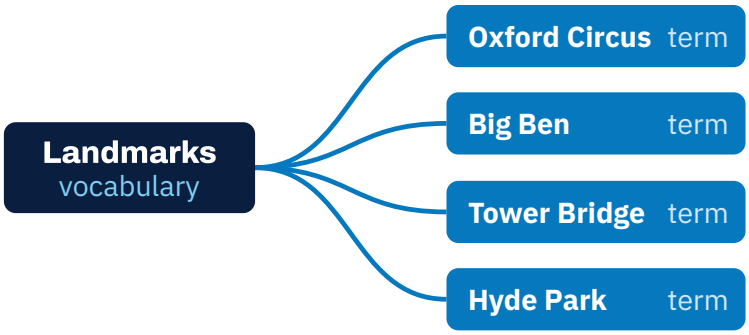
2.4 CATEGORIZE CONTENT WITH TAXONOMY

In Drupal, **taxonomy** gives your site organizational keywords. Other systems call these categories or tags. Taxonomy lets you connect, relate, and classify your website's content.

Benefits of how Drupal uses taxonomy:

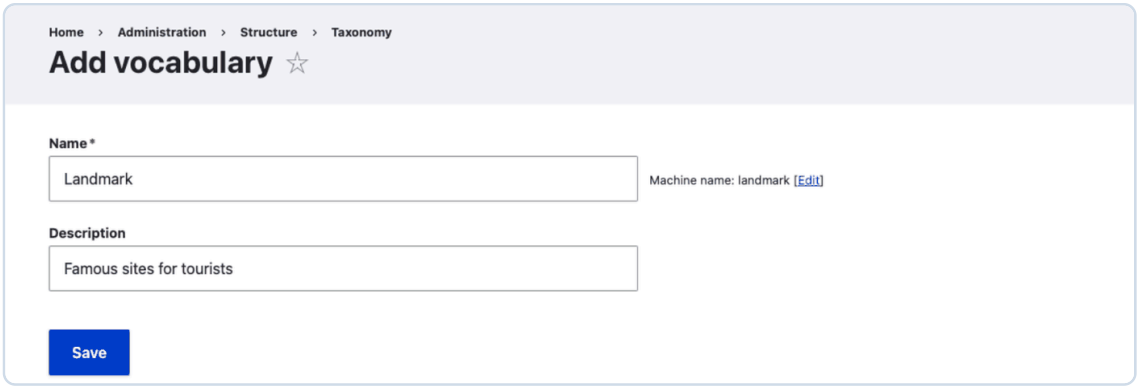
- Automatically creates a list of content tagged with the same term
- Relates content together
- Creates an RSS feed per taxonomy term
- Taxonomy terms can have fields

Taxonomy consists of **vocabularies**, and vocabularies consist of **terms**. In the diagram, Landmarks is the vocabulary. Oxford Circus, Big Ben, Tower Bridge, and Hyde Park are terms in it. Each term can have child terms, so a vocabulary can go as deep as you need.

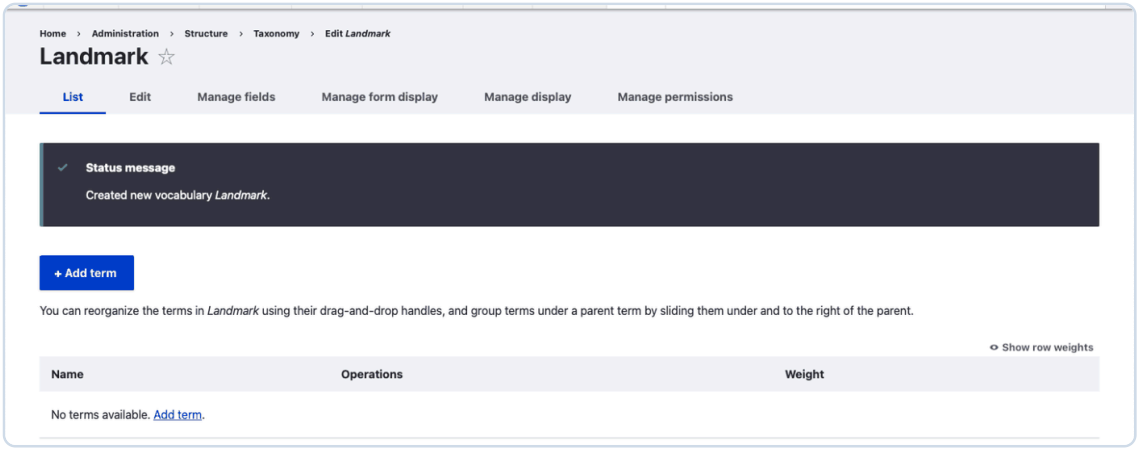


EXERCISE 2.4.1
Create a Taxonomy Vocabulary

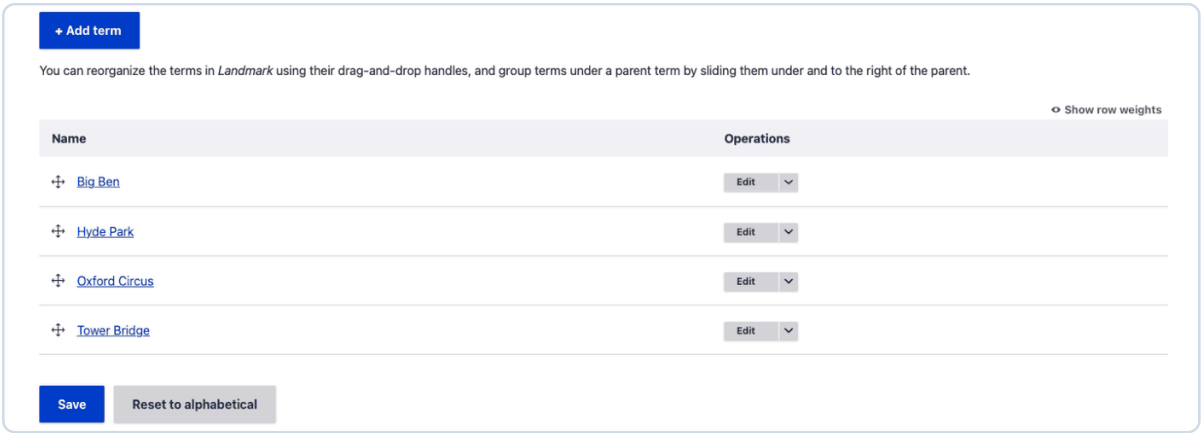
1. Go to **Structure › Taxonomy**. You'll see the vocabularies already in the system. Click **+ Add vocabulary**.
2. Configure your new vocabulary.
   a. Name: **Landmark**
   b. Description: **Famous sites for tourists**



3. Click **Save**.
4. **Observe:** you land on the Landmark vocabulary page. Notice how similar its tabs are to a content type's.



5. Click **+ Add term**.
6. Name: **Big Ben**
7. Description: **A prominent London landmark**
8. Click **Save**. *Pro tip:* pressing Enter in the Name field saves the term and reloads the form for the next one.
9. Repeat steps 6 through 8 for **Tower Bridge**, **Oxford Circus**, and **Hyde Park**, adding your own descriptions.
10. After entering Hyde Park, click **Save and go to list**. **Observe:** all 4 terms are listed.



By default, terms are listed alphabetically. On this page you can reorder them by dragging the four-headed arrow.

Now that the Landmark vocabulary has terms, you'll connect it to the Hotel content type as a field. That lets you pick a nearby landmark when you add a hotel.

EXERCISE 2.4.2
Add a Field to Categorize Hotels and Improve the Form

1. Go to **Structure › Content types**.
2. Select **Manage fields** for the Hotel content type.
3. Click **+ Create a new field**.
4. Choose **Reference**.
5. Label: **Nearby Landmark**
6. Select **Taxonomy term** and click **Continue**.
7. Scroll to the *Reference type* section and check **Landmark** under Vocabulary.
8. Click **Save settings**.
9. Click the **Manage form display** tab to improve how the form looks to content editors.
10. Drag the four-headed arrow to move *Nearby Landmark* up under *Hotel name*.
11. Use the Widget drop-down to change the Nearby Landmark widget to **Select list**.
12. Click **Save**.

13 Edit your Drupal Hotel and choose **Big Ben** as its Nearby Landmark. Save.

THE RULE

Every field has 3 tabs to visit: **Manage fields** (what you collect), **Manage form display** (how editors enter it), **Manage display** (how visitors see it).

3

USERS AND PERMISSIONS

Decide who can do what, then give each person a role instead of a pile of checkboxes.

IN THIS PART

- Roles and permissions
- The People workflow
- Content workflows and revisions

WHERE YOU ARE IN THE SITE BUILDING WORKFLOW

1 Planning	2 Content types	3 Media	4 Permissions
5 Organization	6 Display	7 Enhancements	8 Launch

3.1 UNDERSTANDING PERMISSIONS

One of the great features of Drupal is control over how and what people can access on your site. You set permissions that define who can do what with the functionality that Drupal core and contributed modules provide.

You don't want casual visitors editing your home page. The site owner or a trusted user should be able to.

A new Drupal site comes with 4 roles:

Role	Who it's for
Anonymous user	Visitors who don't have an account or aren't logged in.
Authenticated user	Granted automatically to everyone who is logged in.
Content editor	Mostly set up for someone who creates, edits, and manages content.
Administrator	Gets every permission automatically, including those from modules you add later.

The best way to manage permissions is through **roles**. Rather than assigning permissions to each user, you assign permissions to roles and roles to users. That gives administrators more control and makes it easy to add or remove access when someone's job changes.



Permissions go to a **role**. The role goes to **users**. Change the role once and all 3 people change with it.

Permissions let you control what users can do on your site. Each role has its own set. You could give Administrators permission to administer content and deny that power to ordinary authenticated users. Permissions let trusted users share the administrative work of running a busy site.

THE PEOPLE WORKFLOW

1. Role → **2. Permissions** → **3. Add user** → **4. Test**

Always test. Log in as the new user, or in a private browser window, and confirm they can do what you intended and nothing more.

> **TWO HELPFUL MODULES**
>
> drupal.org/project/permissions_by_term
> drupal.org/project/field_permissions

3.2 UNDERSTANDING CONTENT WORKFLOWS

An **editorial workflow** is the process an organization follows to create, review, edit, and publish content.

Depending on the size of the organization, several people in different roles can be part of that process. Content creators gather information and write. Editors review, ask for changes, and publish once the content is ready for the audience.

On your site, each piece of content is either **Published** or **Unpublished**. You set that when you save.

Most content entity types support **revisions**, if an administrator turns them on for that type. With revisions on, Drupal stores the old version each time the content is saved, with a note about what changed. You can look back through the history and revert to an older version.

Using Unpublished and revisions together, you can build a simple editorial workflow that lets creators and editors work on the live site without showing unfinished content to visitors. When it's ready, they save it as Published.

Some organizations need more: content that's already published has to be updated, reviewed again, and sometimes retired. Drupal core includes 2 modules for that, **Workflows** and **Content Moderation**. Turn them on and you can define your own states, decide which content types use them, and control which roles can move content from one state to the next.

A TYPICAL MODERATED WORKFLOW



Draft, Published, and Archived come with Content Moderation. "Needs review" is a state you add yourself.

Demo: Turn on Content Types, Revisions & Editing

4

BUILDING DYNAMIC LISTS OF CONTENT WITH VIEWS

Turn your content into lists, grids, blocks, and feeds without writing a query.

IN THIS PART

- The Views wizard and editing page
- Page and block displays
- Advanced Views
- Generating practice content

WHERE YOU ARE IN THE SITE BUILDING WORKFLOW

1 Planning	2 Content types	3 Media	4 Permissions
5 Organization	**6 Display**	7 Enhancements	8 Launch

WHAT VIEWS DOES

Dynamic lists of content and other entities are created with Views.

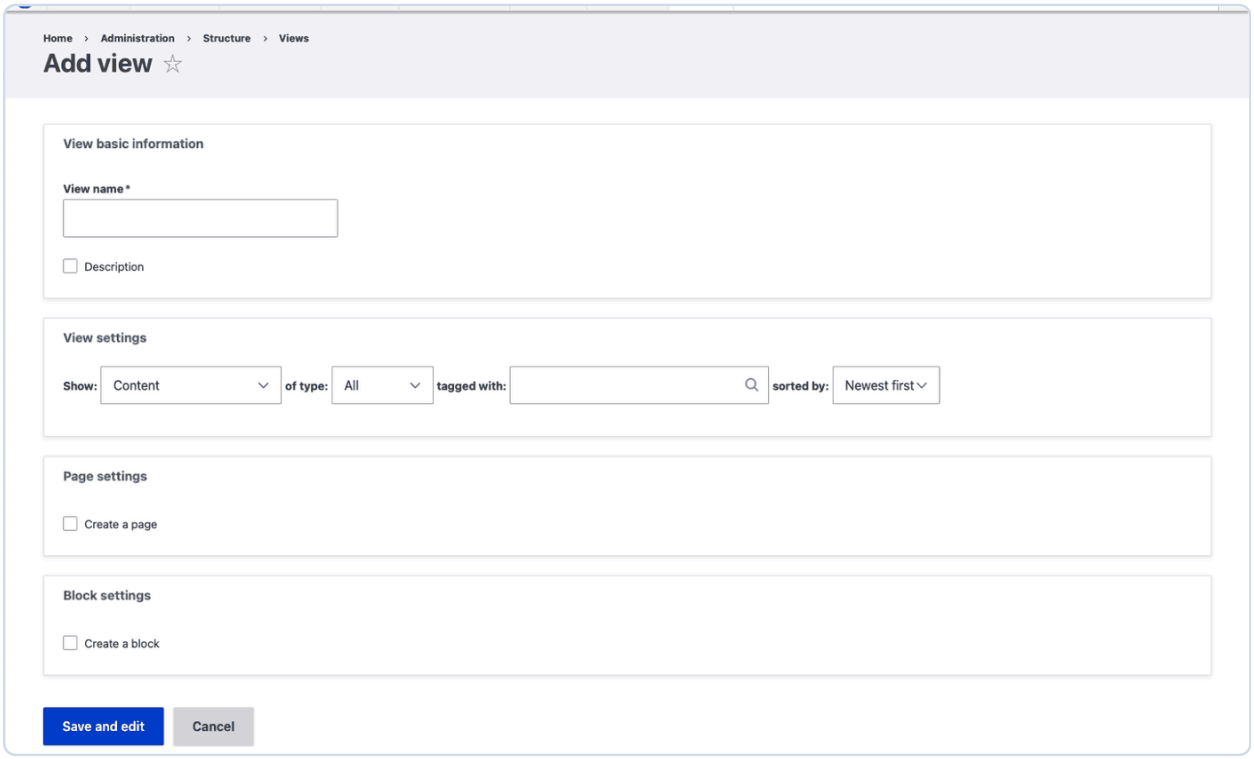
Views lets you query data from the database (content, users, media, and more), filter it, sort it, and choose from pre-built formats for display. Each query is known as a **view**. The output of a view is known as a **display**.



One view, many displays. Add a hotel and every display updates on its own.

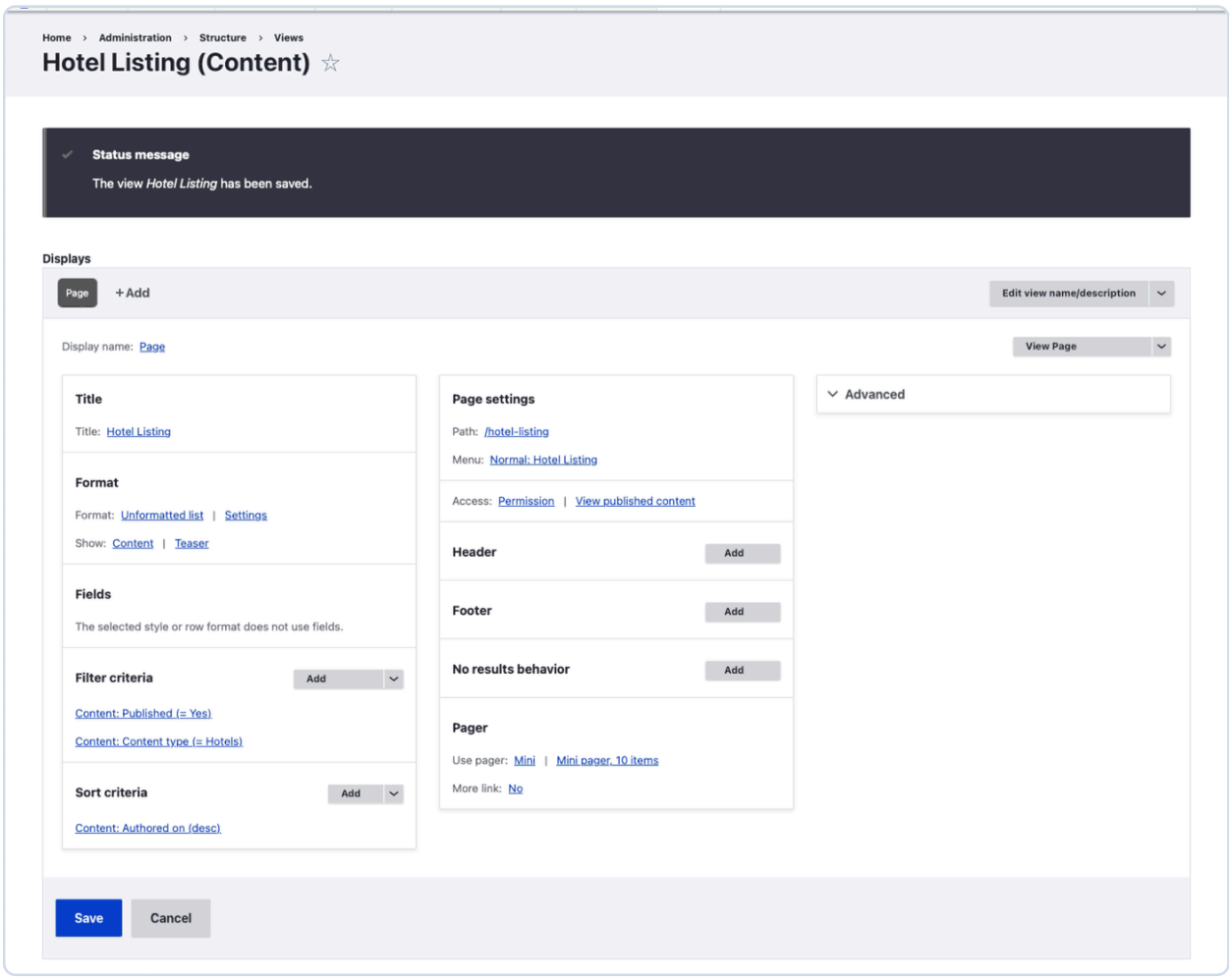
4.1 THE VIEWS EDITING PAGE

To define a view you always start with the wizard. It's a form that asks the most important things about the query you want to build. After that first definition, you won't see that page again.



The Views wizard. You see it once per view.

Any time you change an existing view, you work on the Views editing page.



The Views editing page.

There are 3 columns:

Column	What's in it
Left	The same for every display type: Title, Format, Fields, Filter criteria, and Sort criteria. **Most of your work happens here.**
Center	Specific to the display you're editing. A Page display has Page settings here: path, menu, and access. You'll also find Header, Footer, No results behavior, and how many results to show.
Right	Collapsed by default under **Advanced**. You only need it for complex displays. This is where Contextual filters and Relationships live.

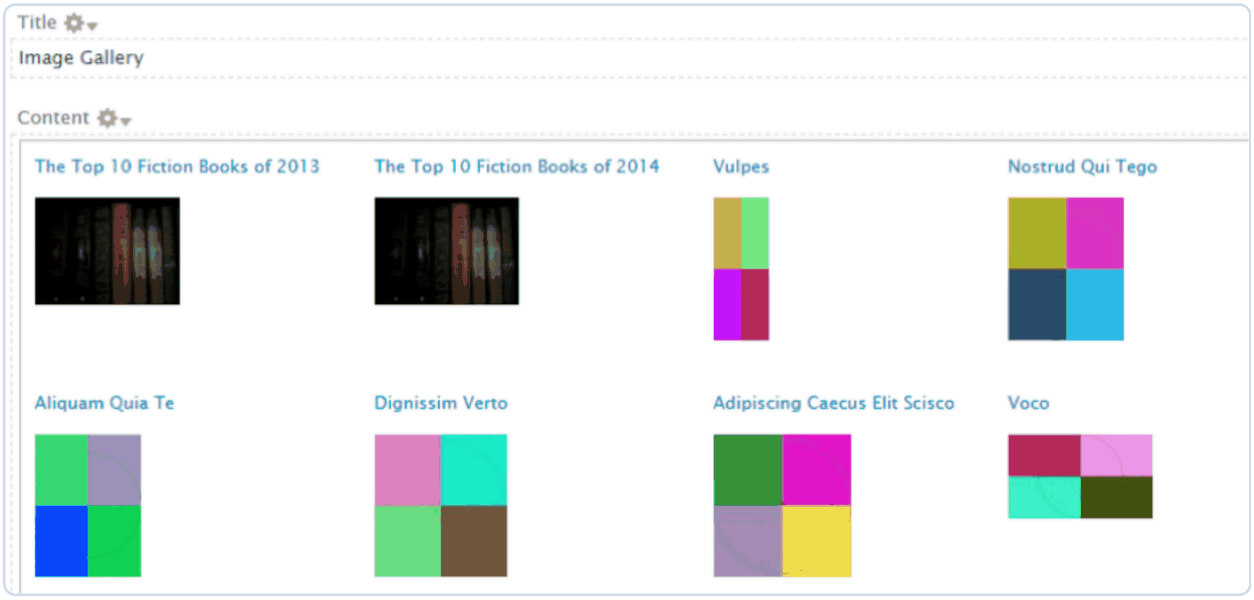
That many options can seem intimidating at first. The left column contains all you need to get a basic view working.

The Views preview area

Underneath the 3 columns is the preview area. It shows the results of your query as you build it, so you can check that your filters are doing what you expect.

If you add fields or rearrange them, check the preview to see whether that worked as you intended.

Here's what the preview looks like for an Image Gallery view filled mostly with content generated by the Devel module. On a live site, the colored squares would be the real images in your gallery.

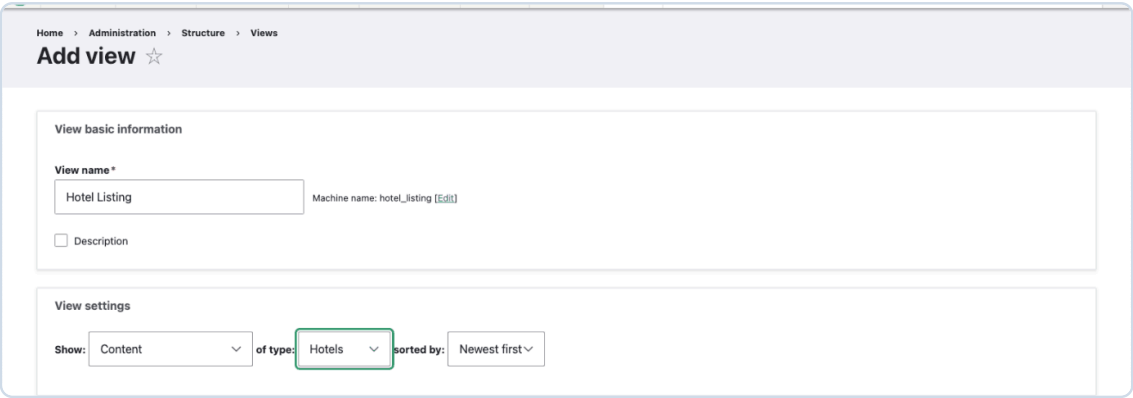


The major benefit of the preview is that you see the results of your configuration without saving and leaving the editing page.

EXERCISE 4.1.1
Create a View Listing All Hotels

1. Log in as admin, if necessary.
2. Go to **Structure › Views**.
3. Click **+ Add view**. This loads the wizard.
4. View name: **Hotel Listing**

5. Show: **Content** of type: **Hotel** sorted by: **Title**



6. Under Page settings, check **Create a page**.
7. Check **Create a menu link**. In the options that appear, set Menu to **Main navigation**.
8. Keep the remaining defaults.
9. Click **Save and edit**.
10. Scroll down to the Preview area to see the content as it will appear on your site.
11. Click **Save**, located above the Preview area, to finish creating your view.
12. Go to your home page. **Observe:** Hotel Listing is in the main menu.
13. Click the **Hotel Listing** menu link to see the results of your query.

4.2 VIEWS DISPLAYS

When you build a view you're building a query. How the results are formatted, filtered, and sorted is set per display. **One view can have many displays.**

A handful of display types are available when you edit a view, and more become available as you install modules. Examples:

- A page display
- A block display
- An attachment
- An RSS feed

EXERCISE 4.2.1
Create a Hotel List Block Display

1. Go to **Structure › Views**.
2. Find the Hotel Listing view.
3. Click **Edit** to the right.
4. Find *Displays* near the top left corner.
5. Click **+ Add**.
6. Select **Block**. A Block button appears next to the Page button. Make sure Block is the selected (dark) button so you edit the right display.
7. In the left column, under Format, click **Unformatted list**.
8. **Observe:** at the top of the dialog is the word *For* and a drop-down. This is where you choose which displays your change affects. Here you only want the change on the Block display.
9. Change *All displays* to **This block (override)**.
10. Select **HTML list**.
11. Click **Apply (this display)**.
12. Click **Apply** again on the next screen.
13. In the left column, under Format, next to *Show:*, click **Content**. This changes what each list item shows.
14. Select **Fields**.
15. Click **Apply (this display)**.
16. Click **Apply** again on the next screen.
17. Scroll down to preview your bulleted list of hotel names.
18. Scroll back up.
19. In the center column, click **None** next to Block name.
20. Enter **Alternate Hotels** and click **Apply**.
21. In the left column, under Title, click **Hotel Listing**.
22. Change *For: All displays* to **This block (override)**.

23. Change the title to **Available Hotels**.
24. Click **Apply (this display)**.
25. Click **Save** to save your new display.
26. Go to **Structure › Block layout** to place the new block.
27. Click **Place block** next to the *Sidebar* region.
28. Filter on **Hotel** to find your new block.
29. Click its **Place block** button.
30. Keep the default settings.
31. Click **Save block**.
32. Go to your home page.
33. **Observe:** the Available Hotels list is in the sidebar.

THE RULE

Check the **For** drop-down every time. "All displays" changes every display in the view. "This block (override)" changes only the one you're on.

There is no limit to the number of displays you can have in a view.

4.3 ADVANCED VIEWS

Drupal lets you create advanced views based on the context of the current page, relationships between content and other entities, and even JSON output.

You see contextual views every day. Have you ever been on amazon.com and seen recommendations based on the product you're looking at? That's a contextual view.

See the sidebar at rodsurl.com/cv for an example.

4.4 GENERATING CONTENT FOR SITE BUILDING

When you're building a site, it's usually faster to "fake" content that's generated automatically than to type it in by hand. You installed Devel and Devel Generate in Exercise 1.3.4.

EXERCISE 4.4.1
Generate Content with Devel

1. Go to **Configuration › Development › Generate content**.
2. Check **Hotel**.
3. *How many nodes would you like to generate?* Enter **20**.
4. Change the maximum number of words in titles to **2**.
5. Click **Generate**.
6. Visit your Hotel Listing page. **Observe:** the page and the sidebar block both list the new hotels.

If Devel isn't installed yet, run this first, then turn on Devel and Devel Generate under Extend:

Forge

```
composer require drupal/devel
```

DDEV

```
ddev composer require drupal/devel
```

5

PATHS & HUMAN-FRIENDLY URLS

Replace /node/4 with addresses people can read, remember, and share.

IN THIS PART

- Custom URL aliases
- Pathauto and tokens
- Automatic path patterns

WHERE YOU ARE IN THE SITE BUILDING WORKFLOW

1 Planning	2 Content types	3 Media	4 Permissions
5 Organization	6 Display	7 Enhancements	8 Launch

5.1 CUSTOM URL ALIASES

By default, Drupal gives every page a URL that reflects where the content sits in the database. The URL for a page called About Us might appear in the address bar as `www.example.com/node/4`.

That's not the friendliest-looking URL. You'll want to customize paths so navigation is easier and search engines get a better idea of how your pages relate to each other.

SYSTEM PATH

`example.com/node/4`

Always works. Tells nobody anything.

→

URL ALIAS

`example.com/about-us`

Same page. Readable by people and search engines.

You'll often see the chance to set a path or **URL alias** in Drupal. You can set one when you create a node or a view. Choose aliases that are easy to understand and relevant to the content of the page.

Most site owners prefer meaningful URLs. Descriptive language in the URL makes it easier for:

- visitors to remember a page name,
- search engines to weigh page relevancy,
- website developers to set rules.

You may want every Article to have a path that includes `/article/`, or every Blog Post to live under `/blog/`. Typing that by hand on every page doesn't last. The **Pathauto** module does it for you.

Pathauto and Token

With Pathauto and Token installed, you create alias **patterns** that are applied automatically to new pages. You can define patterns for content, taxonomy terms, and users.

Module	What it does
Pathauto	Lets you define the patterns and generates the aliases.
Token	Gives you replacement patterns (tokens) such as `[node:title]` that stand in for real values. Pathauto requires it.
CTools	Composer still downloads it alongside Pathauto, but Pathauto no longer needs it turned on.

Install the required modules

One Composer command downloads Pathauto and everything it needs:

Forge
```
composer require drupal/pathauto
```

DDEV
```
ddev composer require drupal/pathauto
```

Then install it, either under **Extend** or from the command line with Drush. Drupal turns on Token for you:

Forge
```
drush en pathauto -y
```

DDEV
```
ddev drush en pathauto -y
```

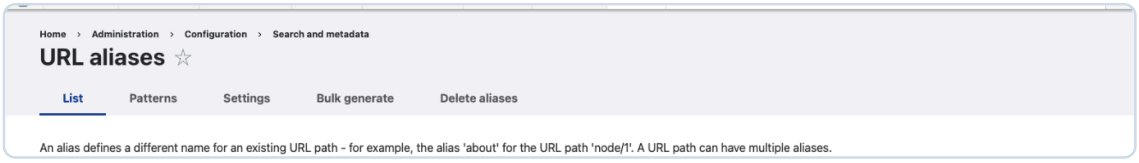
HOW A PATTERN BECOMES A URL

`hotels/[node:title]` + **Title: Drupal Hotel** = `/hotels/drupal-hotel`

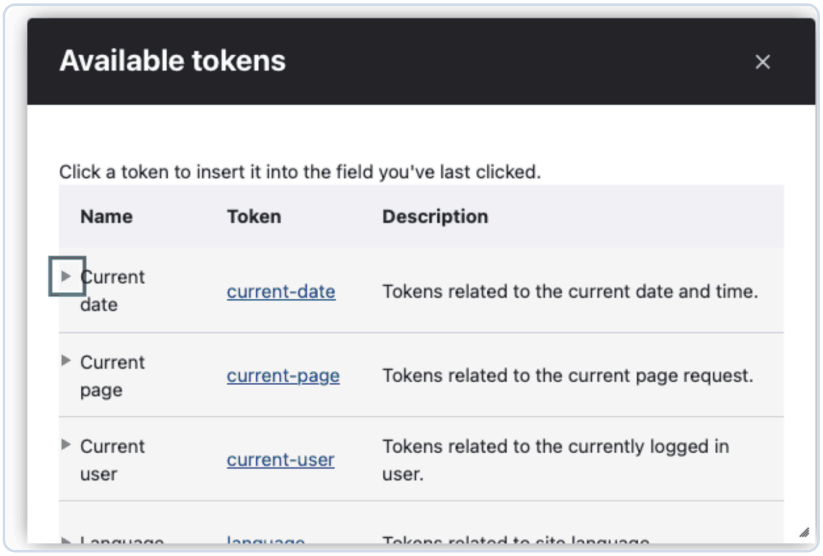
Pathauto lowercases the title and swaps spaces for hyphens.

EXERCISE 5.1.1
Configure Automatic Path Patterns

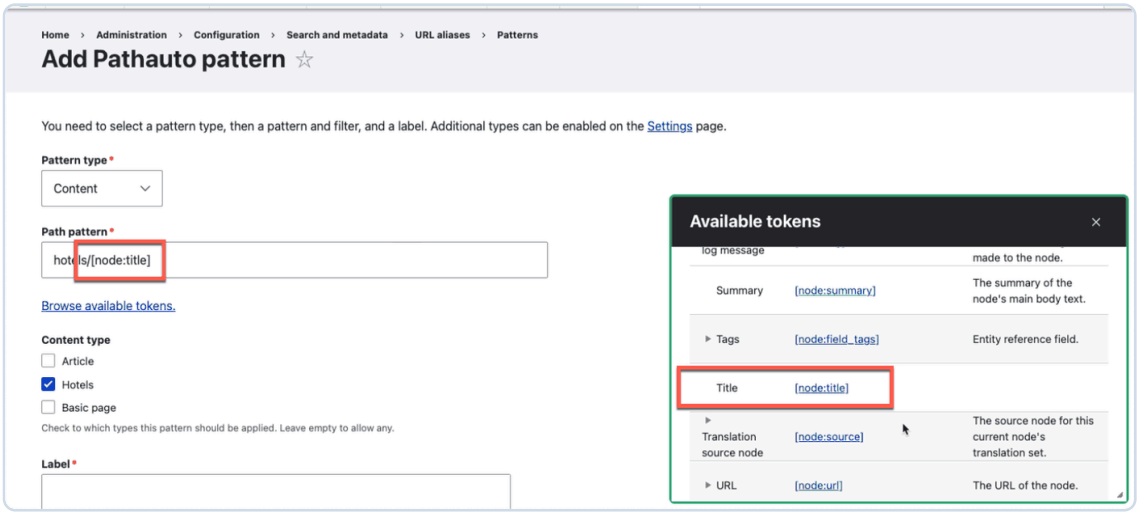
1. Install Pathauto as described above.
2. Go to **Configuration › Search and metadata › URL aliases**.
3. Go to the **Patterns** tab and click **+ Add Pathauto pattern**.



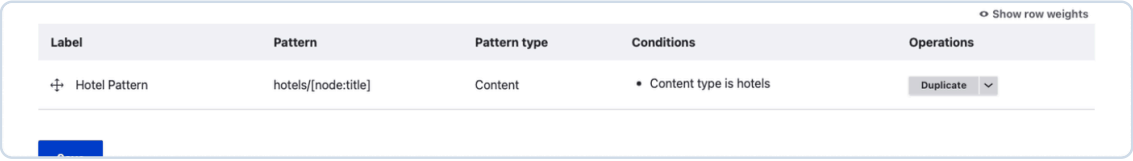
4. Select **Content** as the Pattern type. The page shows more fields for that type.
5. In the *Path pattern* field, type **hotels/** and click **Browse available tokens**.
6. In the Available tokens window, click the arrow to the left of **Nodes** to expand that section.



7. Scroll down to Title and click the **[node:title]** link.
8. Close the Available tokens window. The Path pattern field should now read **hotels/[node:title]**.

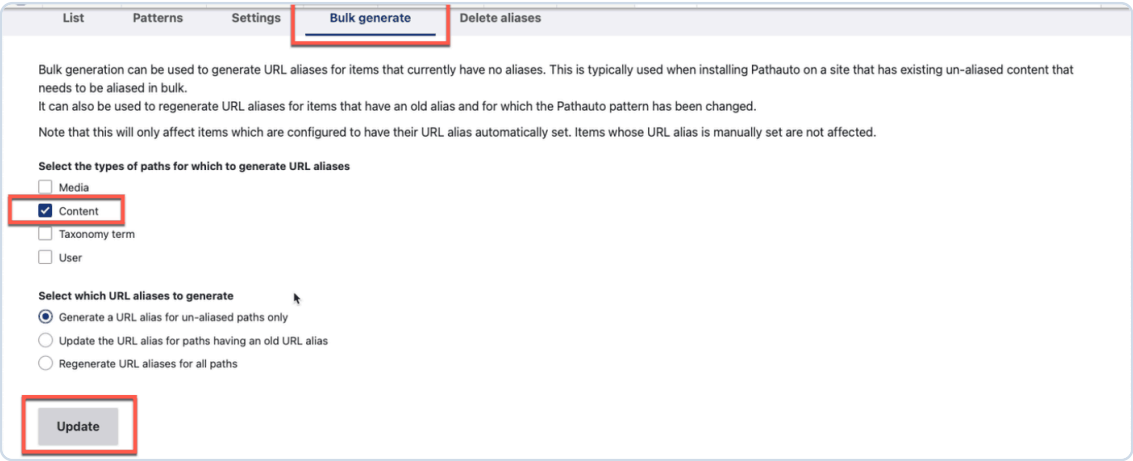


9. Check **Hotel** under Content type, and enter **Hotel Pattern** in the Label field.
10. Leave the remaining defaults and click **Save**.
11. You're returned to the Patterns page with your new pattern listed.



Next you'll apply this pattern to all the existing Hotel nodes.

12. Go to the **Bulk generate** tab, check **Content**, and click **Update**.



13. Once the progress bar finishes, go to **Content** and click a hotel to open it.
14. **Observe:** the hotel's URL follows the pattern you just defined.

6

LAYOUT, THEMES & FEATURES

Arrange the page, then change its look.
Content first, display last.

IN THIS PART

- Layout tools compared
- Layout Builder, hands on
- Themes
- Where to find more features

WHERE YOU ARE IN THE SITE BUILDING WORKFLOW

1 Planning	2 Content types	3 Media	4 Permissions
5 Organization	**6 Display**	**7 Enhancements**	8 Launch

LAYOUT TOOLS

Drupal gives you more than one way to lay out a page. Here are the tools you'll hear about.

Tool	Comes with	What it is
Layout Builder	Drupal core	Sections and blocks, arranged per content type or per page. **We use it today.**
Drupal Canvas	Drupal CMS 2.0, or add-on	The new visual page builder. Version 1.0 arrived in December 2025. Formerly called Experience Builder.
Paragraphs	Add-on module	Editors stack pre-built content components inside a field.
Gutenberg	Add-on module	The block editor from WordPress, brought to Drupal.
Acquia Site Studio	Acquia subscription	A low-code design system and page builder.
Promet Source Provus	Promet Source	A Drupal starter platform with drag-and-drop components.

6.1 USING LAYOUT BUILDER

Drupal's Layout Builder is a single visual design tool for 3 use cases:

1
Layouts for templated content
One layout template for every item of a content type, such as all blog posts or all hotels.

2
Customized templates
Override that template on a case-by-case basis, such as one special product page.

3
Custom pages
One-off landing pages that aren't tied to structured content, such as a single About us page.

Layout Builder lets you drag and drop site-wide blocks and content fields into regions within a layout. You can also create custom "inline" blocks for one-off details specific to a single layout.

Content editors and site builders can use it to create visual layouts quickly: on a single page, across a type of content, or on a custom landing page.

THE LAYOUT YOU'RE ABOUT TO BUILD

Section: top-2-col (Two column)

Hotel Image	Hotel Description

Section: One column

Nearby Landmark

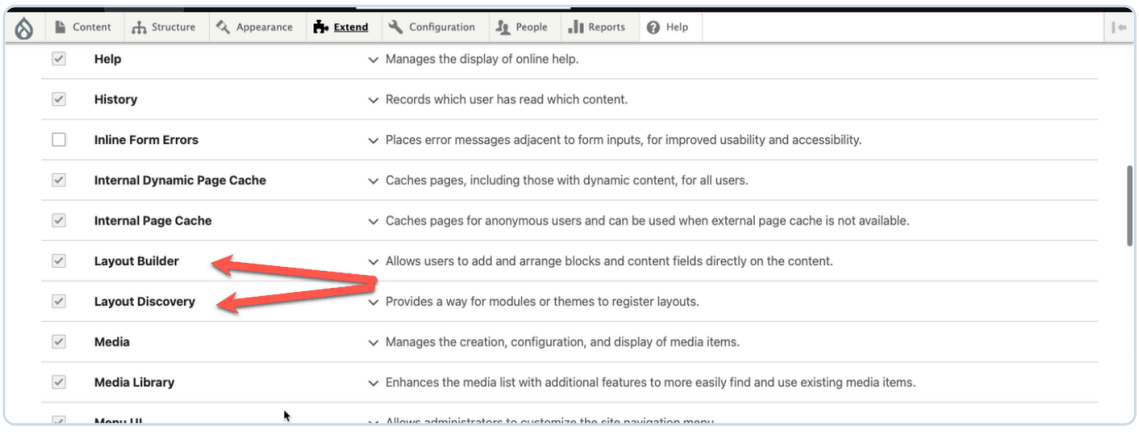
A layout is a stack of **sections**. Each section has columns. Each column holds **blocks**, and every field is available as a block.

It's worth reading the Layout Builder documentation on Drupal.org at drupal.org/docs/8/core/modules/layout-builder. Note the add-on modules listed there.

You need to turn on the Layout Builder module to use this feature.

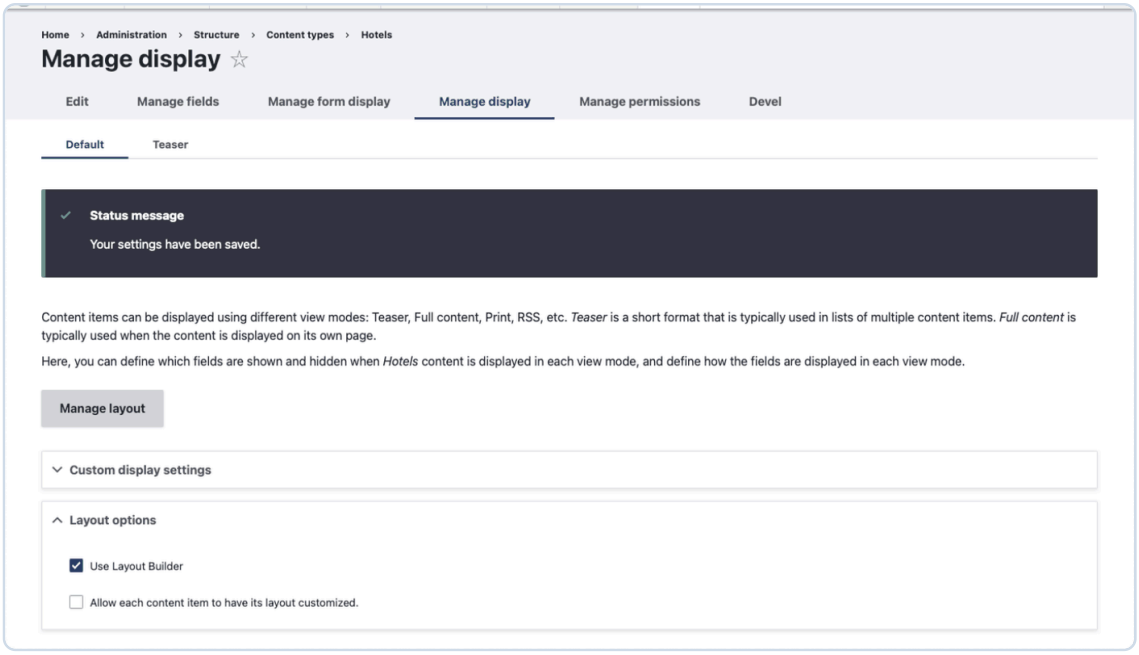
EXERCISE 6.1.1
Enable Layout Builder and Lay Out the Hotel Page

1. Go to **Extend**.
2. In the filter field, type **layout**.
3. Check **Layout Builder**. Layout Discovery is turned on with it automatically.

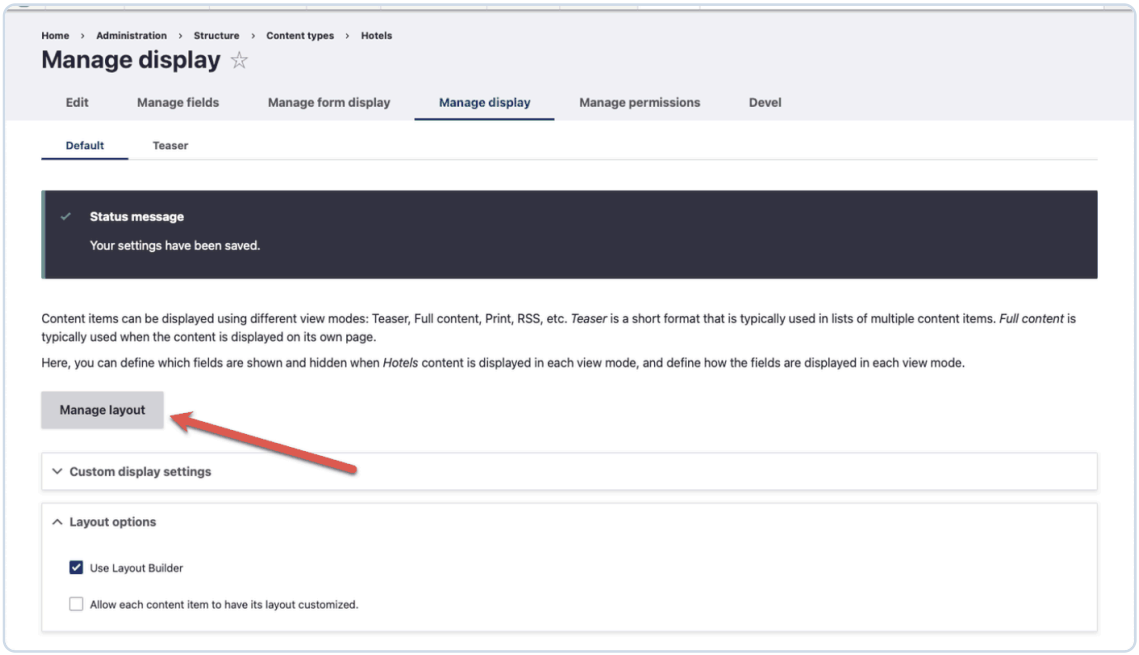


4. Click **Install**.

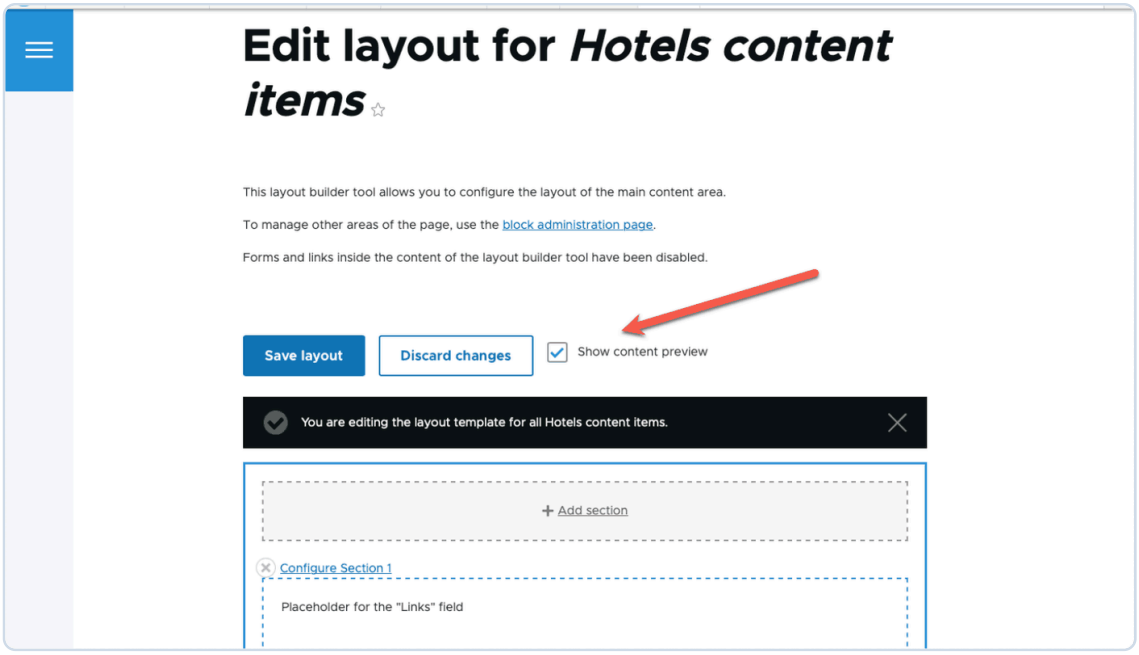
5. Go to **Structure › Content types › Hotel › Manage display**. In Drupal 11.4 this tab opens an overview of display modes first. Choose **Default**.
6. Open **Layout options**, check **Use Layout Builder**, and click **Save**.



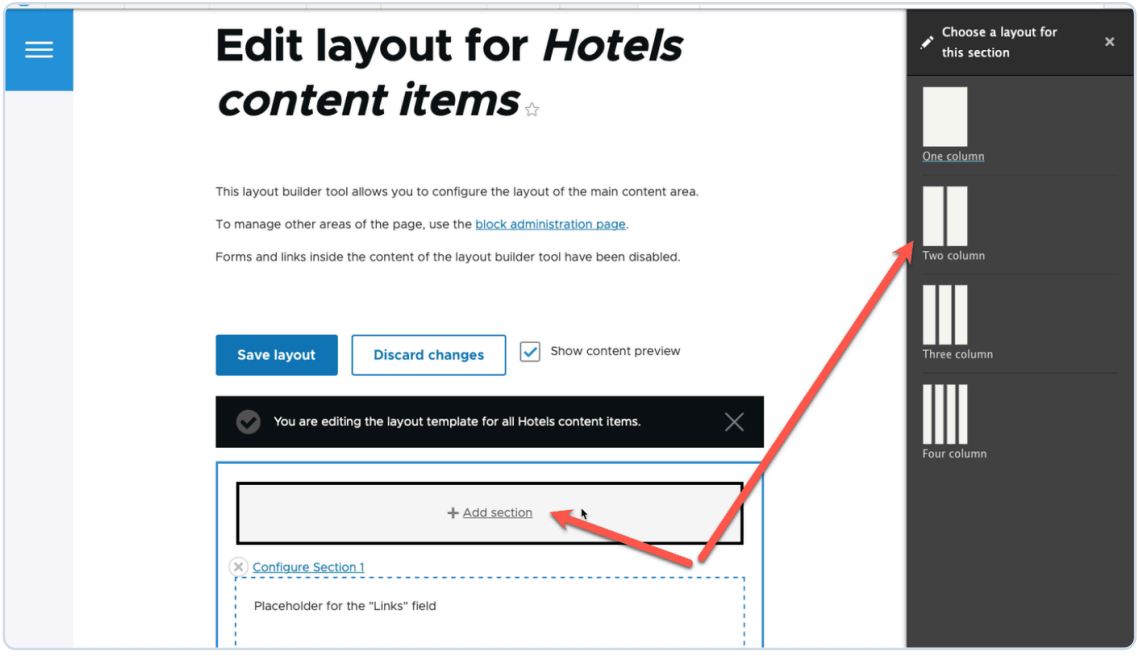
7. After saving, the list of fields is hidden and a **Manage layout** button appears. Click it.



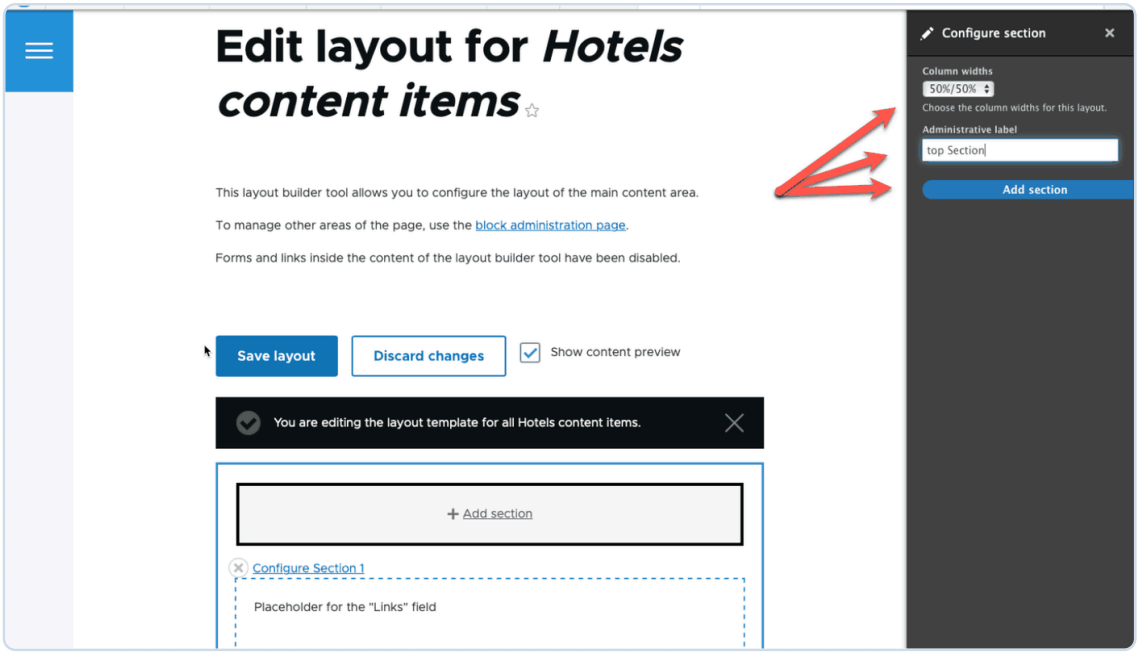
8. The Layout Builder interface opens in a new page. Uncheck **Show content preview** to see the fields as a simple list.



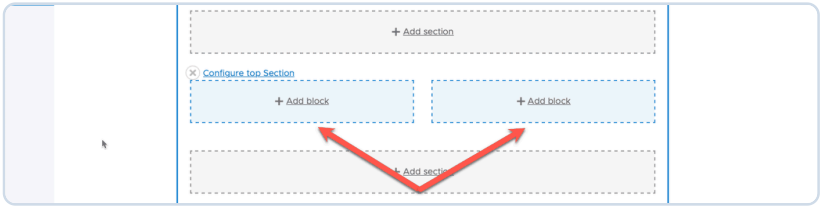
9 The default layout stacks all the fields in Section 1. You can add more sections, each with its own multi-column layout, and each column can hold one or more fields. Click **Add section** above Section 1 and select **Two column** from the side drawer.



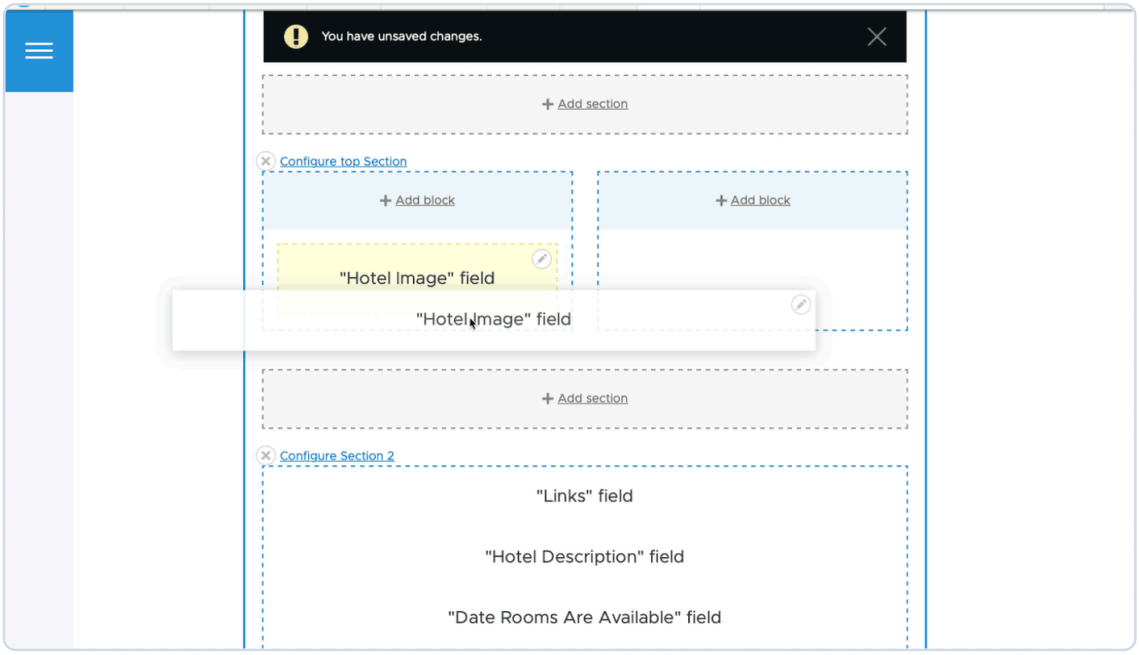
10 Give the section an administrative label (use **top-2-col**) and click **Add section**.



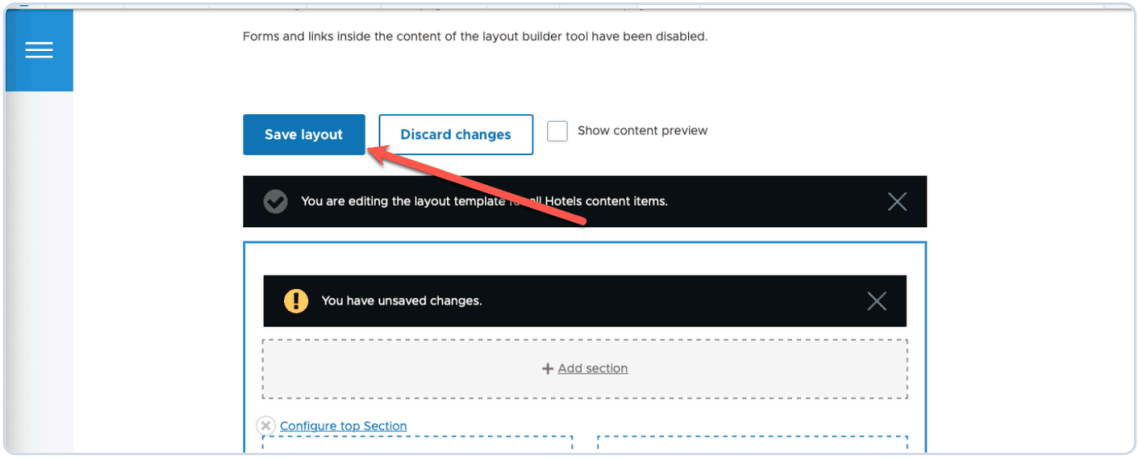
11 **Observe:** a new section at the top with 2 empty columns.



12 Drag the **Hotel Image** field into the top left column and the **Hotel Description** field into the top right column.



13. Add one more section with the **One column** layout, below the top-2-col section.
14. Drag the **Nearby Landmark** field into it. Your layout now has 3 sections: your 2 new ones, and the original holding whatever is left.
15. Click **Save layout**. Your changes aren't live until you do.



16. Test your new layout by visiting a Hotel page.

ABOUT THESE SCREENSHOTS

The Layout Builder screenshots come from an earlier class build, so a few field names in them differ from yours. The buttons and steps are the same.

6.2 THEMES

As we finish the Site Building Workflow, let's install a theme and see what impact that has.

EXERCISE 6.2.1
Install the DXPR Theme

1. Head over to drupal.org/project/dxpr_theme and copy the Composer command, or use this one:

Forge
```
composer require drupal/dxpr_theme
```

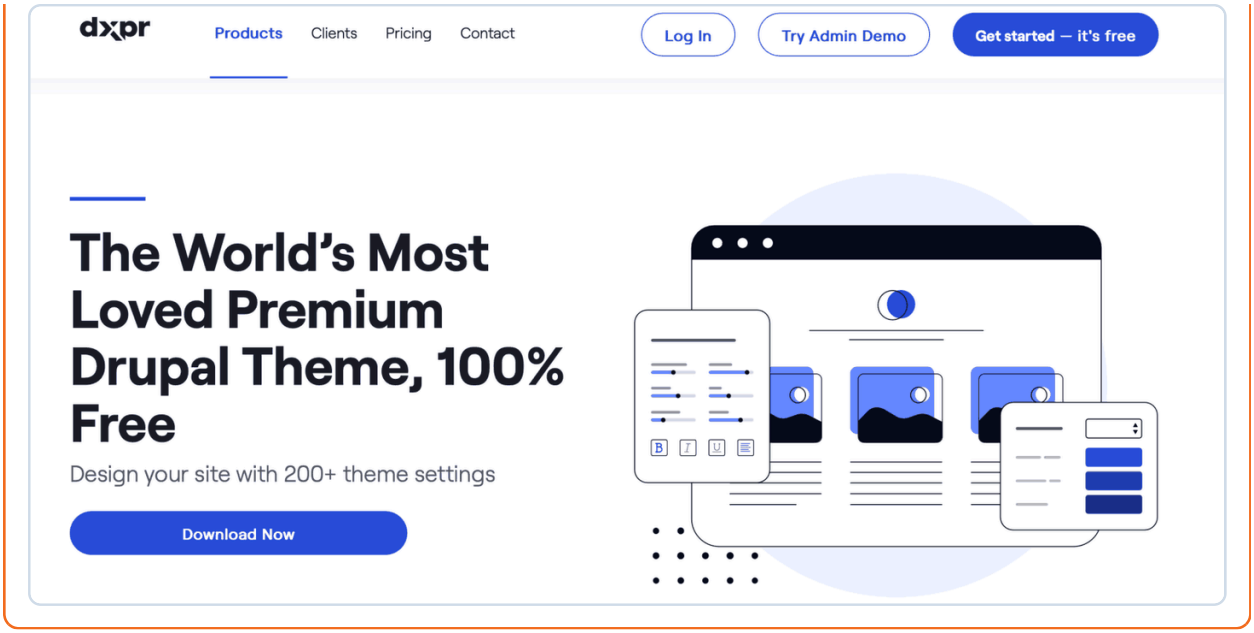
DDEV
```
ddev composer require drupal/dxpr_theme
```

2. Turn on the helper module the theme requires:

Forge
```
drush en dxpr_theme_helper -y
```

DDEV
```
ddev drush en dxpr_theme_helper -y
```

3. Go to **Appearance**, find DXPR Theme, and click **Install and set as default**.
4. Visit your home page. **Observe:** same content, same structure, new look.



THEMES AND DRUPAL 12

Olivero, the theme your site started with, and Claro, the admin theme, both move out of core in Drupal 12. Each stays available as a free add-on. Choosing a theme becomes a decision you make on every new site.

FEATURES (MODULES)

drupal.org/project/project_module

THEMES

drupal.org/project/project_theme

RESOURCES

Playing with Drupal

- drupalforge.org: try Drupal CMS and the DrupalHelps Starter Site.

Live training

- DrupalHelps.com

5 Day Drupal Immersion Training	**2 or 3 Day Site Builder Training**
1 Day Intro to Theming	**2 Day Module Development**
1 Day Introduction to Drupal AI: drupalhelps.com/drupal-ai-training	

- The Advanced Site Builder course has 2 options: 3 days in a row, or 6 weeks at 3 hours per week plus office hours and homework.
- We also build your site, or help you build it.

Video training and keeping up

- Drupal.TV: drupal.tv. Sessions from camps and DrupalCons. Don't go back past 2018.
- Drupalize.me (drupalize.me) and LinkedIn Learning
- OSTraining's YouTube channel: rodsurl.com/yt. Short tutorials for site builders.
- Ultimate Guide to the Media Manager at imrodmartin.com
- Drupal 12: the release schedule and what's leaving core

ABOUT YOUR TRAINER



Rod Martin

Rod holds two masters degrees and has been training people how to do "things" for over 30 years. Originally from Australia, he grew up in Canada and now resides just outside Cincinnati, Ohio.

Rod began teaching Drupal in 2011 and has travelled hundreds of thousands of miles speaking and training all over the world.

50,000+
people introduced to Drupal through live, online, and video training

5 million+
views of his Drupal videos on YouTube

Since 2011
teaching Drupal around the world

Rod plays ice hockey a couple of times a week and rides his Goldwing motorcycle pretty much everywhere he can. (imrodmartin.com)

He is the person behind DrupalHelps.com, the StarterSite, and a ton of videos on YouTube.

He teaches for Acquia, PrometSource, OSTraining and Tyto Learning.

DRUPAL Helps