

Drupal CMS Editorial Experience

Welcome to Drupal CMS

In this session, you'll learn about:

- Benefits
- Login
- Terminology
- Navigation
- Edit form elements
- Single-page preview
- Content release process
- Revisions
- Daily maintenance period
- Resources

Veteran experience on the new VA.gov

New VA.gov pages contain information from multiple IT systems.

Front end provides design, placement, and style formatting that is mobile-responsive.

Facility API provides VAST data.

VA Pittsburgh health care

SERVICES AND LOCATIONS

[Health services](#)

[Locations](#)

NEWS AND EVENTS

[Events](#)

[News releases](#)

[Stories](#)

ABOUT VA PITTSBURGH

[About us](#)

[Work with us](#)


[Programs](#)

[Research](#)

[Policies](#)

[Contact us](#)

VA Pittsburgh health care




[Make an appointment](#)[View all health services](#)[Register for care](#)

At VA Pittsburgh Healthcare System, our health care teams are deeply experienced and guided by the needs of Veterans, their families, and caregivers. Find a health facility near you, and manage your health online. Sign up for community events and updates.

Locations

[Pittsburgh VA Medical Center-University Drive](#)

University Drive C
Pittsburgh, PA 15240-1003
[Directions](#)



Drupal CMS editors provide content.

Editor experience on Drupal CMS

Editors create and edit content using guided forms and fields.

[View profile](#) [Edit profile](#) [Log out](#)

TITLE AND SUMMARY

VAMC system plain language name *

Eg "VA Pittsburgh health care". This name should follow the convention: "VA [geographic region or city] health care".

VAMC system official name

Eg: "VA Pittsburgh Healthcare System". This official name is used sparingly on some page templates. If this VAMC system does not have an official name, those templates will just use the VAMC system name above.

Page introduction *

At VA Pittsburgh Healthcare System, our health care teams are deeply experienced and guided by the needs of Veterans, their families, and caregivers. Find a health facility near you, and manage your health online. Sign up for community events and updates.

345 characters remaining
Add an introduction that helps visitors understand if information on the page is relevant to them.

Published
Last saved: 03/09/2021 – 10:55 am
Author: Jeffrey.Brauer@va.gov
☒ Create new revision
Revisions are required.

▼ SECTION SETTINGS
Section *

Select a section to determine who will manage this content.

A large blue arrow pointing upwards towards the page introduction text area.

You'll create and edit content in in Drupal CMS.

Benefits of Drupal CMS

- Veterans get consistent information in a consistent format.
- Editors create and edit content in a consistent format.
- Content can be viewed by other editors for best practices and collaboration.
- Content is created in pieces that can be reused in multiple pages.
- Customized and flexible design can be adapted.

Stories

[New Ways of Managing Cancer – VA Pittsburgh to Open Integrative Oncology Clinic](#)

VA Pittsburgh Healthcare System will open an integrative oncology clinic this summer at its University Drive campus.

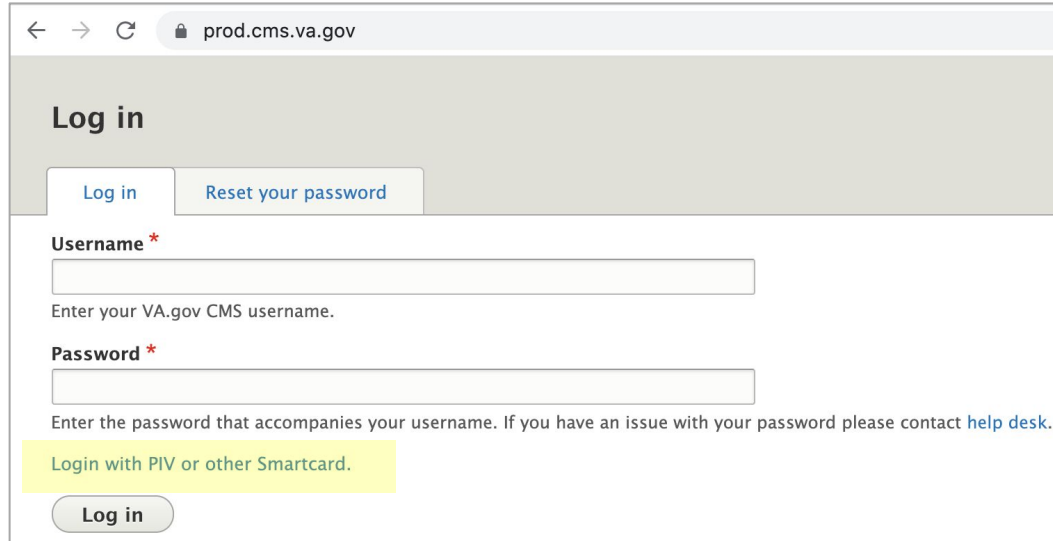


[See all stories >](#)

Example: A VA Medical Center (VAMC) editor can create a story once and that story can be featured on their health care system's homepage in addition to the full story page.

Login

- Open a modern browser (Chrome, Edge, Firefox, Safari) to <https://prod.cms.va.gov> (training will be required before you get prod access).
- Click **Login with PIV or other Smartcard** and follow the authentication instructions.



The screenshot shows a web browser window with the address bar displaying "prod.cms.va.gov". The page has a light gray header with the text "Log in". Below the header, there are two buttons: "Log in" and "Reset your password". The "Log in" button is highlighted. Below the buttons, there are two input fields: "Username *" and "Password *". The "Username *" field has a placeholder text "Enter your VA.gov CMS username." and the "Password *" field has a placeholder text "Enter the password that accompanies your username. If you have an issue with your password please contact [help desk](#)." Below the password field, there is a yellow box with the text "Login with PIV or other Smartcard." and a "Log in" button.

← → ↻ 🔒 prod.cms.va.gov

Log in

Log in Reset your password

Username *

Enter your VA.gov CMS username.

Password *

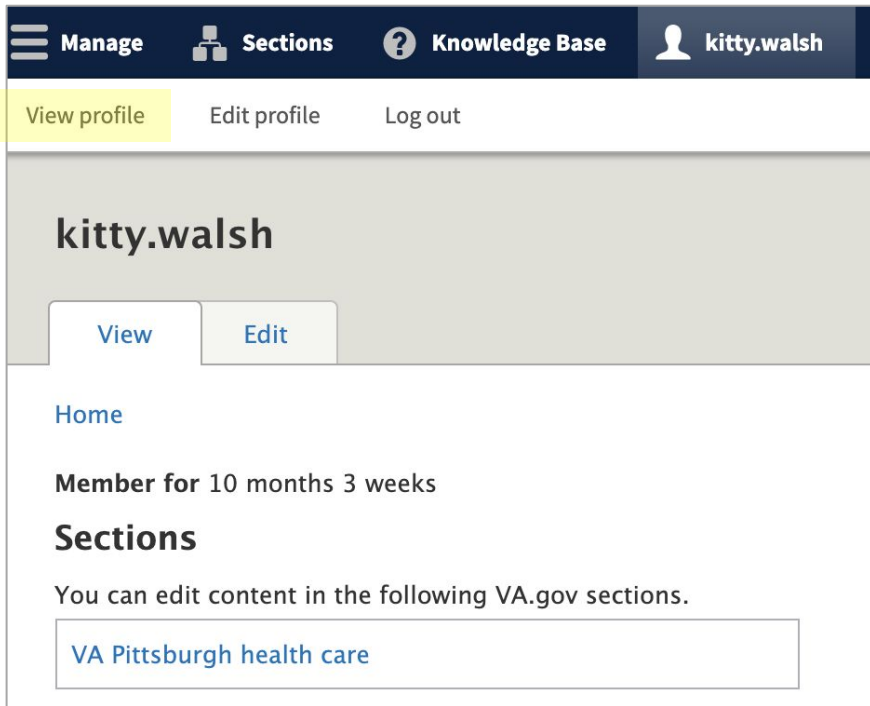
Enter the password that accompanies your username. If you have an issue with your password please contact [help desk](#).

Login with PIV or other Smartcard.

Log in

Homepage

Your homepage is the **View profile** page. If you ever need to go back to it, click your username in the top toolbar and click **View profile**.



Drupal terminology

1. A **Node** is a unique piece of content that is automatically assigned an identifying number by Drupal, in addition to the title you give it.
2. A **Content Type** is a category of content.
3. A **Section** is the office or facility (VA health care system, Vet Center, Veterans Experience Office, etc.) that manages a pieces of content.

TITLE		CONTENT TYPE	MODERATION STATE	SECTION
Surgery Service	Edit	VAMC Detail Page	Published	VA Pittsburgh health care

1

2

3

Navigation

The toolbar menu appears on top by default (click the arrow if you prefer it on the left.) Click a menu item to view sub-menu options underneath it.

- Click **Manage** to find or create content.
- Click **Sections** to view content by section. You can only edit content in your section, but you can view all content in Drupal.
- Click **Knowledge Base** for help guides, training or a help desk form.
- Click your username to view or edit your profile or log out.



Navigation

On your homepage, click the link under **Sections** to find the content you can edit. You may have one or more links, depending on which office or facility you edit content for.

The screenshot shows the VA.gov user interface for a user named **kitty.walsh**. At the top, there is a dark blue navigation bar with three main sections: **Manage** (with a hamburger menu icon), **Sections** (with a document icon), and **Knowledge Base** (with a question mark icon). To the right of these sections is a user profile icon and the name **kitty.walsh**. Below the navigation bar, there is a white bar with three links: **View profile**, **Edit profile**, and **Log out**. The main content area has a light gray header with the name **kitty.walsh** and two buttons: **View** and **Edit**. Below this header, there is a section titled **Home** with the text **Member for 10 months 3 weeks**. Underneath, there is a section titled **Sections** with the text **You can edit content in the following VA.gov sections.** Below this text, there is a yellow box containing the text **VA Pittsburgh health care**.

Navigation

After clicking on the section, the page will show your section's content only or a dashboard with cards, depending on your section. View or edit the content.

VA Pittsburgh health care

[Home](#) » [Veterans Health Administration](#) » [VAMC facilities](#) » [VISN 4](#) » VA Pittsburgh health care

[VA Pittsburgh health care](#)

VA Pittsburgh health care

Displaying 1 – 50 of 534

Title contains

Content type

Moderation state

- Any -

- Any -


Apply

TITLE	CONTENT TYPE	MODERATION STATE	SECTION
Surgery Service			Edit VAMC Detail Page

Escanaba Vet Center

[Home](#) » [Veterans Health Administration](#) » [Vet Centers](#) » [District 3](#) » Escanaba Vet Center


Escanaba Vet Center



Visitor information

Provide info that helps Veterans prepare for their visit.


[Go to visitor info >](#)



Services

List the services that Veterans can receive at your facility.

[Go to services >](#)



Featured content

Highlight up to two Vet center activities, such as events or programs

[Go to featured content >](#)

Edit form

Edit content using edit forms.
Form fields vary depending on
the content type, but every form
has common elements:

- Alerts
- Lock
- Settings
- Moderation state
- Revision log message
- Save or Unlock

Home » Node » A fitting legacy: 3,455 Homeless Veterans Helped – and Counting

⚠️ 1 REDIRECTED LINK FOUND

✓ This content is now locked against simultaneous editing. This content will remain locked if you navigate away from this page without saving or unlocking it.

BASIC INFO *

Title *

A fitting legacy: 3,455 Homeless Veterans Helped – and Counting

87 characters remaining

Add a story title using sentence case capitalization.

Author

Keith Gottschalk (378)

Start typing to find the author profile to be added to the story byline. If they don't already have a profile in the CMS, you'll need to [create one first](#).

Where should the story be listed? *

VA Pittsburgh health care: Stories

Select where the story will appear on VA.gov.

Published

Last saved: 06/28/2021 – 11:05 am

Author: Ryan.Stubblebine@va.gov

☐ Create new revision

Revisions are required.

▼ **SECTION SETTINGS**

Section *

---VA Pittsburgh health care

Select a section to determine who will manage this content.

► **MENU SETTINGS** (Not in menu)

► **URL REDIRECTS**

EDITORIAL WORKFLOW

Current state: Published

Save as: Draft ▼

Revision log message

Briefly describe the changes you have made.


Save **Save draft and continue editing** Delete **Unlock**

Single-page Preview

After you save a form, you'll get the View page. Click **Preview**.

- Use the single-page preview to check for errors.
- Links will not work from the single-page preview.
- If someone else needs access to the preview, share the preview page URL with them (requires VA network access).

[Home](#) » [VA Pittsburgh health care](#) » [Stories](#)

 **1 REDIRECTED LINK FOUND**

Preview

TITLE

A fitting legacy: 3,455 Homeless Veterans Helped – and Counting

CONTENT

AUTHOR

[Keith Gottschalk](#)

Content Type: Story

Owner: [VAMC facilities](#) » [VISN 4](#) » [VA Pittsburgh health care](#)

VA.gov URL: <https://www.va.gov/pittsburgh-health-care/stories/a-fitting-legacy-3455-homeless-veterans-helped-and-counting>

FEATURED

Not featured

Recent changes

June 16 2021 8:09am

[Ryan.Stubblebine@va.gov](#)

Published

[Edit](#)

June 16 2021 8:09am

Content release

If you save a node as published, the change will go to the front end after the next content release.

- Currently, content release starts at the top of the hour, 9:00 a.m. to 5:00 p.m. ET.
- The content release process can take up to 15 minutes to finish.
- Content releases will be more frequent in the future. Check the schedule at <https://prod.cms.va.gov/help/cms-basics/content-release-to-vagov>
- Find the start time of the last content release by hovering over the screen icon on the menu bar.



The screenshot shows the top navigation bar of the VA.gov CMS. The bar is dark blue with white text and icons. On the left, there are three menu items: 'Manage' with a hamburger icon, 'Sections' with a list icon, and 'Knowledge Base' with a question mark icon. In the center, there is a user profile section with a person icon and the name 'kitty.walsh'. On the right, there is a green status bar with a checkmark icon and the text 'v0.0.370'. Below the navigation bar, there is a white sub-menu bar with three items: 'View profile', 'Edit profile', and 'Log out'. A yellow tooltip is visible on the right side of the screen, containing the text 'VA.gov last updated today at 11:16 am EDT'.

Manage Sections Knowledge Base kitty.walsh

View profile Edit profile Log out

VA.gov last updated today at 11:16 am EDT

Revisions

Each time you save a node, that's called a revision. After you save a node, you'll see the **View** page. Click the **Revisions** tab to compare or revert to a previous revision.

Home » Node » A fitting legacy: 3,455 Homeless Veterans Helped – and Counting

Revisions allow you to track differences between multiple versions of your content, and revert to older versions.

REVISION	OPERATIONS	
06/16/2021 – 08:09 am by Ryan.Stubblebi... (Published)	<input checked="" type="radio"/>	Current revision
06/16/2021 – 08:09 am by Ryan.Stubblebi... (Published)	<input type="radio"/> <input type="radio"/>	Revert ▾
06/15/2021 – 09:20 am by Ryan.Stubblebi... (In review)	<input checked="" type="radio"/>	Revert ▾
06/15/2021 – 08:47 am by Ryan.Stubblebi... (In review)	<input type="radio"/> <input type="radio"/>	Revert ▾
06/15/2021 – 08:28 am by Ryan.Stubblebi... (In review)	<input type="radio"/> <input type="radio"/>	Revert ▾

Compare selected revisions

Maintenance period

Drupal CMS is unavailable for a short time Monday through Friday. A banner at the bottom of the page will display the time as well as a warning to save your work shortly before the maintenance period starts.

Log in

Log in

Reset your password

Username *

Enter your VA.gov CMS username.

Password *

Enter the password that accompanies your username. If you have an issue with your password please contact [help desk](#).

Login with PIV or other Smartcard.

Log in

Get help

Around 03:30 PM ET today we will be running a system update.
The CMS will be temporarily unavailable for up to 15 minutes. You should plan to save ahead of time, or take a break during the update to avoid losing work.

Knowledge Base

Click **Knowledge Base** on the toolbar for resources, including self-help guides, training, and to contact the help desk. The Knowledge Base is also available without logging in by clicking **Get help** on the login page.

