



Drupal

Content-Management Framework

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About the Tutorial

Drupal is a free and open source **Content Management System** (CMS) that allows organizing, managing and publishing your content. This reliable and secure CMS is built on PHP based environment and powers millions of applications and websites. . This tutorial will teach you the basics of Drupal using which you can create a blog or a website with ease.

Audience

This tutorial has been prepared for anyone who has a basic knowledge of HTML and CSS and has an urge to develop websites. After completing this tutorial, you will find yourself at a moderate level of expertise in developing websites using Drupal.

Prerequisites

Before you start proceeding with this tutorial, we are assuming that you are already aware of the basics of HTML and CSS. If you are not aware of these concepts, then we suggest you to go through our short tutorials on HTML and CSS.

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Part 1: Basics

1. OVERVIEW

Drupal is a free and open source Content Management System (CMS) that allows organizing, managing and publishing your content. It is built on PHP based environments. This is carried out under GNU i.e. General Public License, which means everyone has the freedom of downloading and sharing it with others. Drupal is used on million sites such as WhiteHouse.gov, World Economic Forum, Stanford University, Examiner.com and many more.

What is Content Management System?

The Content Management System (CMS) is a software which stores all the data of your content (such as text, photos, music, documents, etc.) and is made available on your website. A CMS helps in editing, publishing and modifying the content of the website.

History

The standard release of Drupal known as Drupal core was developed by Dries Buytaert in January 2001. It is considered as a leading CMS in variety of industries.

Why to Use Drupal?

If you are developing a website with content management system, Drupal CMS is very flexible than any other CMS. Drupal is very powerful and can be used for building large, complex sites. It is PHP based template and allows non-technical users to add and edit the content without any HTML or Web design knowledge. Using Drupal CMS, it is easy to interact with other sites or technologies as Drupal can handle complex forms and workflows. It is available with more than 16000 modules which can be addressed with Drupal core and add-on modules.

Features

- Drupal makes it easy to create and manage your site.
- Drupal translates anything in the system with built-in user interfaces.
- Drupal connects your website to other sites and services using feeds, search engine connection capabilities, etc.
- Drupal is an open source software hence requires no licensing costs.
- Drupal designs highly flexible and creative website with effective display quality thus increasing the visitors to the site.
- Drupal can publish your content on social media such as Twitter, Facebook and other social mediums.

- Drupal provides more number of customizable themes, including several base themes which are used to design your own themes for developing web applications.
- Drupal manages content on informational sites, social media sites, member sites, intranets and web applications.

Advantages

- Drupal is a flexible CMS that allows handling content types including video, text, blog, menu handling, real-time statistics, etc.
- Drupal provides a number of templates for developing web applications. There is no need to start from scratch if you are building simple or complicated web applications.
- Drupal is easy to manage or create blog or website. It helps to organize, structure, find and reuse content.
- Drupal provides some interesting themes and templates which gives your website an attractive look.
- Drupal has over 7000 plug-ins to boost your website. Since Drupal is an open source, you can create your own plug-ins.

Disadvantages

- Drupal is not a user-friendly interface. It requires advanced knowledge and few basic things about the platform to install and modify.
- Drupal is a new content management system. It is not compatible with other software.
- Performance is low compared to other CMS. The website which is built using Drupal will generate big server loads and will never open with a slow internet connection.

2. INSTALLATION

This chapter provides step-by-step procedure for Drupal installation. Before installing Drupal, the following system requirements are necessary.

System Requirements for Drupal

- **Database:** MySQL 5.1+
- **Web Server:**
 - WAMP (Windows)
 - LAMP (Linux)
 - XAMP (Multi-platform)
 - MAMP (Macintosh)
 - Nginx
 - Microsoft IIS
- **Operating System:** Cross-platform
- **Browser Support:** IE (Internet Explorer 8+), Firefox, Google Chrome, Safari, Opera
- **SSL (Secure Socket Layer):** A valid security certificate is required for HTTPS
- **PHP Compatibility:** PHP 5.2+

Download Drupal

Step (1): Download Drupal and copy to your web server from this link :<https://www.drupal.org/project/drupal>

Step (2): Select the latest version of zip file which you want to download as shown in the following screen. The *Recommended releases* are the latest stable releases of either version.

| Downloads | | |
|-----------------------------|--|-------------|
| Recommended releases | | |
| Version | Download | Date |
| 7.39 | tar.gz (3.1 MB) zip (3.56 MB) | 2015-Aug-19 |
| 6.37 | tar.gz (1.06 MB) zip (1.23 MB) | 2015-Aug-19 |
| Other releases | | |
| Version | Download | Date |
| 8.0.0-beta15 | tar.gz (10.75 MB) zip (19.14 MB) | 2015-Sep-04 |
| Development releases | | |
| Version | Download | Date |
| 7.x-dev | tar.gz (3.1 MB) zip (3.57 MB) | 2015-Sep-08 |
| 6.x-dev | tar.gz (1.06 MB) zip (1.24 MB) | 2015-Aug-19 |

[View all releases](#)

Set Up Wizard

It's very easy to set up Drupal on your system. The following steps describe how to set up Drupal locally on your system.

Step (1): Download the zip file and extract it to your local computer. Rename the folder from its current name to any name of your choice to refer to your site.

Step (2): Drupal requires MySQL database. Create a new empty database with user/password for Drupal to use. (For e.g., user as "root" and password as "root" or else you can set as per your choice).

Step (3): Open your browser and navigate to your Drupal file path, you will see the first Drupal installer screen as shown in the following image. In our case the path is **localhost/< Your_drupal_folder >**. Select the **Standard** option and click **Save and continue**.

Select an installation profile



Standard
Install with commonly used features pre-configured.

Minimal
Start with only a few modules enabled.

► Choose profile

Choose language Save and continue

Verify requirements

Set up database

Install profile

Configure site

Finished

Step (4): Select the default language for Drupal website.

Choose language



English (built-in)
[Learn how to install Drupal in other languages](#)

Save and continue

✓ Choose profile

► Choose language

Verify requirements

Set up database

Install profile

Configure site

Finished

After selecting the language, click **Save and continue.**

Step (5): Go to Database configuration page. You need to enter the type of database you will be using, and other details as follows.

Database configuration



Database type *

MySQL, MariaDB, or equivalent
 SQLite

The type of database your Drupal data will be stored in.

✓ Choose profile
✓ Choose language
✓ Verify requirements
▶ Set up database
 Install profile
 Configure site
 Finished

Database name *

The name of the database your Drupal data will be stored in. It must exist on your server before Drupal can be installed.

Database username *

Database password

ADVANCED OPTIONS

Save and continue

- **Database Type:** Select the database type. By default, it will be MySQL.
- **Database name:** Enter the database name for Drupal.
- **Database username:** Enter the user name of your MySQL database.
- **Database password:** Enter the password which you had set for MySQL Database.

When you click the **ADVANCED OPTIONS**, you will see the following screen:

▼ ADVANCED OPTIONS

These options are only necessary for some sites. If you're not sure what you should enter here, leave the default settings or check with your hosting provider.

Database host *

If your database is located on a different server, change this.

Database port

If your database server is listening to a non-standard port, enter its number.

Table prefix

If more than one application will be sharing this database, enter a table prefix such as `drupal_` for your Drupal site here.

You can fill the advanced options for the database:

- **Database Host:** Enter the host name where your database is located.
- **Database port:** Enter the database port.
- **Table Prefix:** It is used to add prefix in the database tables, which helps to run multiple sites on the same database.

After filling all the information, click the **Save and continue** button.

Step (6): The installation process starts on your machine.



Step (7): The Configure site page appears on the screen:

A screenshot of the "Configure site" page. It features a blue water drop logo on the left. On the right, there are two main sections: "SITE INFORMATION" and "SITE MAINTENANCE ACCOUNT".

SITE INFORMATION

Site name *

Site e-mail address *
Automated e-mails, such as registration information, will be sent from this address. Use an address ending in your site's domain to help prevent these e-mails from being flagged as spam.

SITE MAINTENANCE ACCOUNT

Username *
Spaces are allowed; punctuation is not allowed except for periods, hyphens, and underscores.

E-mail address *

Password * Password strength: Weak

Confirm password *

A vertical sidebar on the left lists the same steps as in Step 6, with "Configure site" currently selected. At the bottom of the sidebar is a "Finished" link.

It contains the following fields:

- **Site name:** The name that you want to give to your site.
- **Site e-mail address:** The e-mail address to which automated e-mails will be sent.
- **Username, Email-address and Password:** These are all administrative details used for the maintenance account.

You need to enter all these fields and click **Save and continue**.

Step (8): The following page indicating that your Drupal installation is successful will appear on your screen.



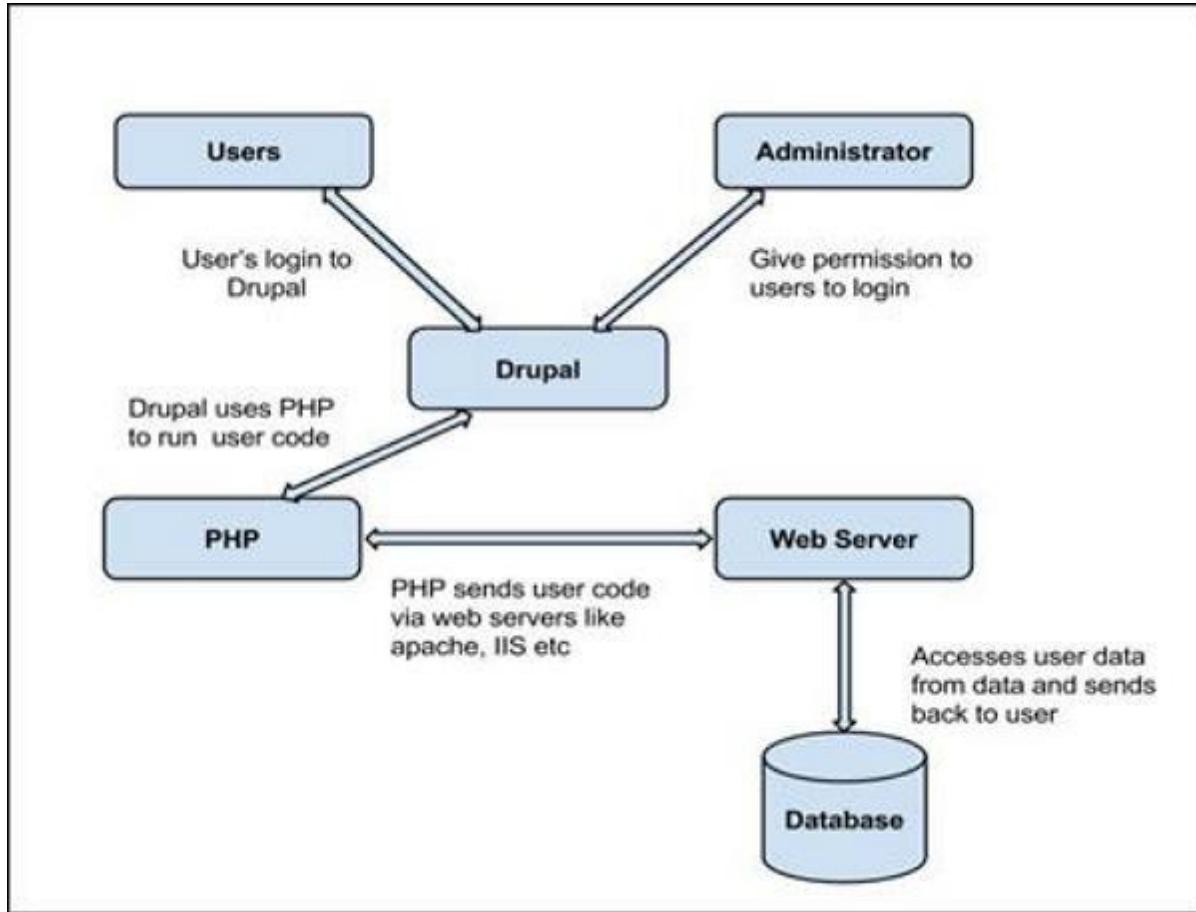
Step (9): Click the **Visit your new site** link as shown in this image.



Step (10): Finally, the newly installed Drupal homepage appears on your screen as seen in the preceding image.

3. ARCHITECTURE

Drupal is a platform for web content management which is a powerful tool for building simple and complex sites. In this chapter, we are going to discuss the architectural style of Drupal for implementing user interfaces. The following diagram shows the architecture of Drupal:



The architecture of Drupal contains the following layers:

- **Users**
- **Administrator**
- **Drupal**
- **PHP**
- **Web Server**
- **Database**

Users: These are the users on the Drupal community. The user sends a request to a server using Drupal CMS and web browsers, search engines, etc. acts like clients.

Administrator: Administrator can provide access permission to authorized users and will be able to block unauthorized access. Administrative account will be having all privileges for managing content and administering the site.

Drupal: Drupal is a free and open source Content Management System (CMS) that allows organizing, managing and publishing your content and is built on PHP based environments. Drupal CMS is very flexible and powerful and can be used for building large, complex sites. It is very easy to interact with other sites and technologies using Drupal CMS. Further, you will be able to handle complex forms and workflows.

PHP: Drupal uses PHP in order to work with an application which is created by a user. It takes the help of web server to fetch data from the database. PHP memory requirements depend on the modules which are used in your site. Drupal 6 requires at least 16MB, Drupal 7 requires 32MB and Drupal 8 requires 64MB.

Web Server: Web server is a server where the user interacts and processes requests via HTTP (Hyper Text Transfer Protocol) and serves files that form web pages to web users. The communication between the user and the server takes place using HTTP. You can use different types of web servers such as Apache, IIS, Nginx, Lighttpd, etc.

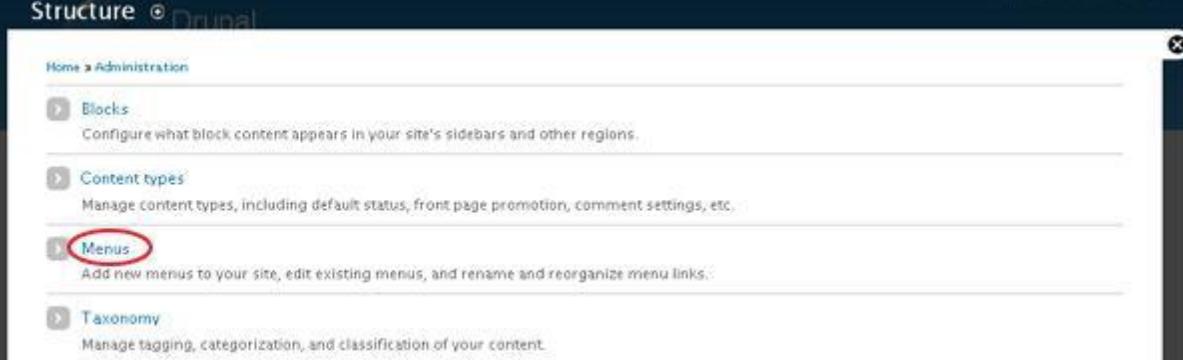
Database: Database stores the user information, content and other required data of the site. It is used to store the administrative information to manage the Drupal site. Drupal uses the database to extract the data and enables to store, modify and update the database.

4. MAIN MENU

In this chapter, we will study how to **Create Menus** in Drupal. Menus are very important to easily navigate in your website. Menus offer a set of links that helps you navigate. The Drupal menu allows you to add, remove and rename the menus and menu items.

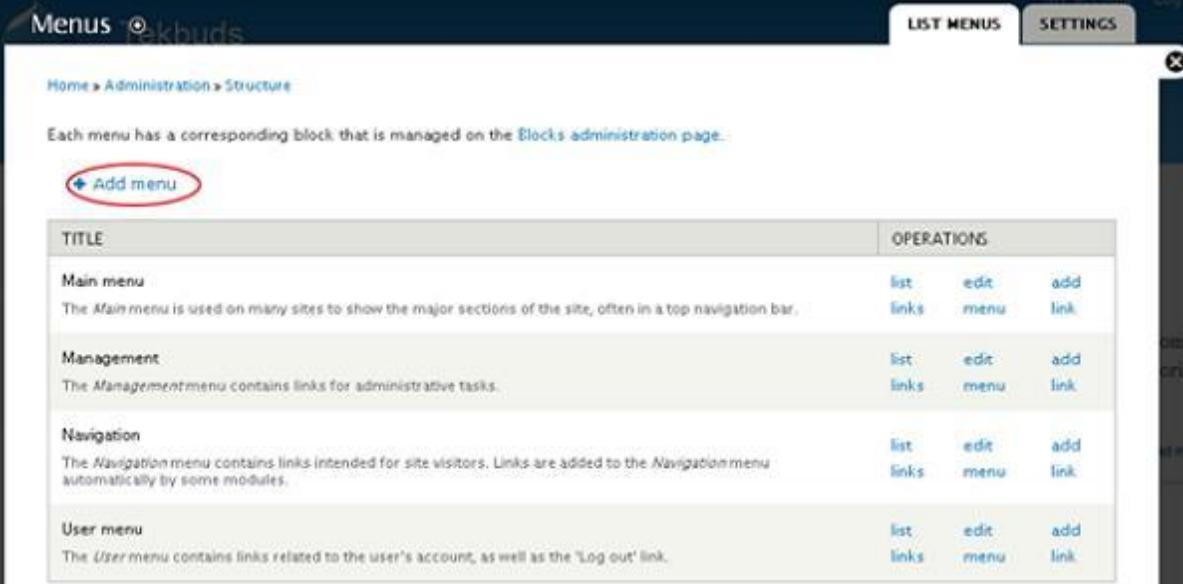
Following are the simple steps to create menus in Drupal.

Step (1): Click **Structure -> Menus** as shown in the following screen.



The screenshot shows the 'Structure' menu in Drupal. The 'Menus' option is highlighted with a red circle. Other options visible include 'Blocks', 'Content types', and 'Taxonomy'.

Step (2): Click on **Add menu** option to add menu.



The screenshot shows the 'Menus' administration page. The 'Add menu' button is highlighted with a red circle. The page lists four existing menus: 'Main menu', 'Management', 'Navigation', and 'User menu'. Each menu has a 'list links' button, an 'edit menu' button, and an 'add link' button.

| TITLE | OPERATIONS |
|--|-------------------------------|
| Main menu The Main menu is used on many sites to show the major sections of the site, often in a top navigation bar. | list links edit menu add link |
| Management The Management menu contains links for administrative tasks. | list links edit menu add link |
| Navigation The Navigation menu contains links intended for site visitors. Links are added to the Navigation menu automatically by some modules. | list links edit menu add link |
| User menu The User menu contains links related to the user's account, as well as the 'Log out' link. | list links edit menu add link |

Step (3): Fill in the required details as shown in the following screen.

Menu1 Logout

Home > Administration > Structure > Menus > Menu1

Title *
Menu1 Machine name: menu-menu1

Description
This is my first menu in drupal

Save **Delete**

- **Title:** It displays title in the Administrator Menu bar.
- **Description:** Enter a brief description about the menu. The description field will display only in the admin dashboard under the menu list, but it does not display any information to site visitors.

After filling all the information about the menu, click the **Save** button to save your created menu bar.

Step (4): Once you save the menu bar, the following screen will get displayed. Here you have to define the path link to your created menu page. Click **Add link** as shown in the following screen.

Menu1 Logout

Home > Administration > Structure > Menus

Your configuration has been saved.

Add link

| MENU LINK | ENABLED | WEIGHT | OPERATIONS |
|--|---------|--------|------------|
| There are no menu links yet. Add link | | | |

Show row weights

Step (5): The created **Menu1** page gets displayed as shown in the following screen.

The screenshot shows the 'Menu' configuration page for 'Menu1'. The 'Save' button at the bottom left is circled in red.

Fields:

- Menu link title:** About Us
- Path:** node/0#
- Description:** Description
- Enabled:** Enabled
- Show as expanded:** Show as expanded
- Parent link:** <Menu1>
- Weight:** 0

It contains below fields:

- **Menu link title:** Specify the name of the menu item.
- **Path:** Specify the URL path of the page which you want to display.
- **Description:** Description about the menu link.
- **Enabled:** It enables the item to display on menu.
- **Show as expanded:** If it consists of sub menus, then it will be displayed under the parent menu item.
- **Parent Link:** It sets the main structure of menu.
- **Weight:** Sets the order of menu items.

After filling all the information about the menu link, click the **Save** button, this will save your Menu link.

Step (6): Now the following screen pops up.

Your configuration has been saved.

| MENU LINK | ENABLED | OPERATIONS |
|--------------------------|-------------------------------------|---|
| About Us | <input checked="" type="checkbox"/> | edit delete |

[Save configuration](#)

Step (7): Click **Structure -> Menus** to get the following screen.

| TITLE | OPERATIONS |
|--|--|
| Main menu The Main menu is used on many sites to show the major sections of the site, often in a top navigation bar. | list edit add link |
| Management The Management menu contains links for administrative tasks. | list edit add link |
| Menu1 This is my first menu in drupal | list edit add link |
| Navigation The Navigation menu contains links intended for site visitors. Links are added to the Navigation menu automatically by some modules. | list edit add link |

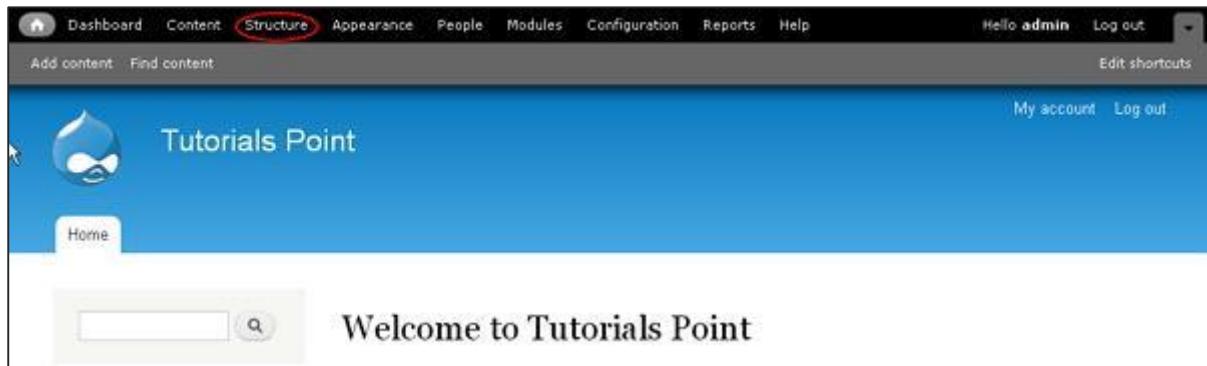
Here, you will see the created **Menu1** name in the list of Menus.

5. BLOCKS & REGIONS

In this chapter, we will study about Drupal Blocks & Regions. Blocks are container objects that are used to organize your content of your website. It can be displayed in the regions on your page.

Following are the simple steps for creating Drupal Blocks.

Step (1): Click **Structure** in Drupal as shown in the following screen.



Step (2): Then, click **Blocks**.

A screenshot of the 'Structure' page in Drupal. The 'Blocks' link is highlighted with a red circle. Other options include Content types, Menus, and Taxonomy. The URL in the address bar shows 'localhost'.

Step (3): Blocks page gets displayed. Click **Add block**.

The screenshot shows the 'Blocks' administration page in a Drupal 7 environment. The page title is 'Blocks'. At the top, there's a navigation bar with links like 'Dashboard', 'Content', 'Structure' (which is highlighted), 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. The user is logged in as 'admin'. Below the navigation, there's a message about block regions and a link to 'Demonstrate block regions (Bartik)'. The main content area contains a table with columns 'BLOCK', 'REGION', and 'OPERATIONS'. The table has several rows corresponding to different block types and regions. A red circle highlights the '+ Add block' button at the top left of the table.

Step (4): A block page will gets displayed to create a new custom block as shown in the following screen.

The screenshot shows the 'Blocks' administration page in Drupal. At the top, there's a navigation bar with links like 'Dashboard', 'Content', 'Structure', 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', 'Help', 'Hello admin', 'Log out', and 'Edit shortcuts'. Below the navigation is a sub-navigation for 'Blocks'.

The main content area has the following fields:

- Block title:** A text input field for the title of the block.
- Block description ***: A text input field for a brief description of the block.
- Block body ***: A large text area for the content of the block.
- Text format:** A dropdown menu set to 'Filtered HTML'.
- REGION SETTINGS:** A section for specifying themes and regions. It shows 'Bartik (default theme)' selected under 'Bartik (default theme)' and 'Seven (administration theme)' selected under 'Seven (administration theme)'.
- Visibility settings:** A section with four dropdown menus: 'Pages' (Not restricted), 'Content types' (Not restricted), 'Roles' (Not restricted), and 'Users' (Not customizable).
- Show block on specific pages:** A section with two radio buttons: 'All pages except those listed' (selected) and 'Only the listed pages'. Below it is a text area for specifying pages.
- Save block:** A red circle highlights the 'Save block' button at the bottom left of the form.

The following fields appear on the Blocks page.

- Block Settings

This screenshot shows the same 'Blocks' administration page as the previous one, but with a different theme applied. The header and navigation bar are identical.

The main content area contains the same fields as the first screenshot:

- Block title:** A text input field.
- Block description ***: A text input field.
- Block body ***: A large text area.
- Text format:** A dropdown menu set to 'Filtered HTML'.
- REGION SETTINGS:** A section with dropdown menus for 'Bartik (default theme)' and 'Seven (administration theme)'.
- Visibility settings:** A section with dropdown menus for 'Pages', 'Content types', 'Roles', and 'Users'.
- Show block on specific pages:** A section with radio buttons for 'All pages except those listed' and 'Only the listed pages'.

- **Block title:** Enter the title for your block.
- **Block description:** Enter the description about block.
- **Block body:** Enter the content of the block.
- **Text format:** Select the format for your text i.e. Filtered HTML, Full HTML, and Plain text.
- Region Settings

REGION SETTINGS

Specify in which themes and regions this block is displayed.

Bartik (default theme)

- None - ▾

Seven (administration theme)

- None - ▾

- **Bartik (default theme):** Select the region to display block in the theme.
- **Seven (administration theme):** Select the region to display block in the administration theme.
- Visibility Setting

Visibility settings

| | |
|--|---|
| Pages Not restricted | Show block on specific pages |
| Content types Not restricted | <input checked="" type="radio"/> All pages except those listed <input type="radio"/> Only the listed pages |
| Roles Not restricted | |
| Users Not customizable | |

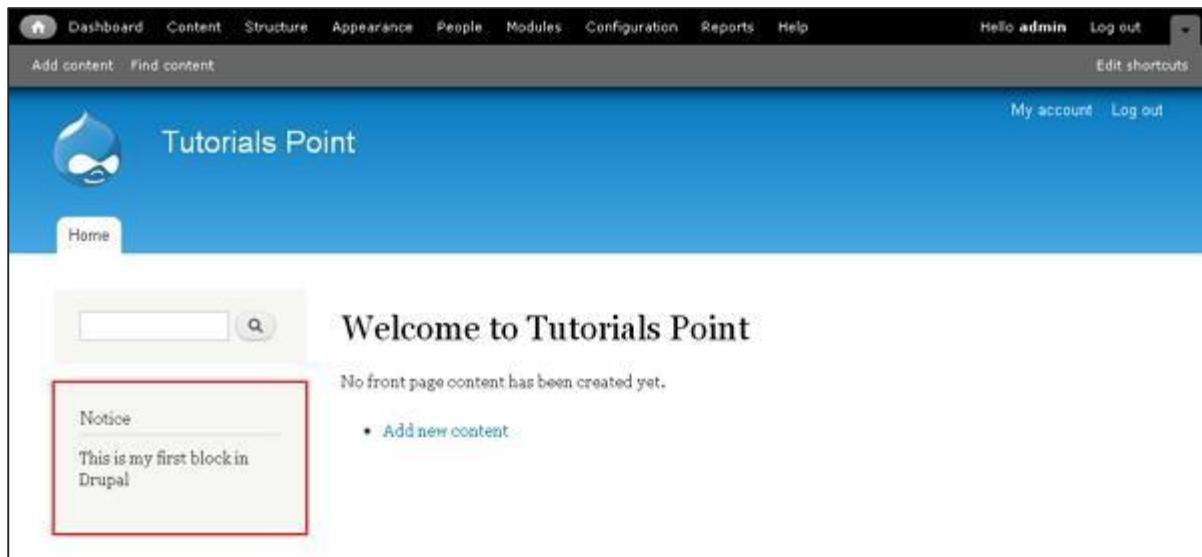
Specify pages by using their paths. Enter one path per line. The "*" character is a wildcard. Example paths are *blog* for the blog page and *b/blog/** for every personal blog. <front> is the front page.

- **Page:** Allows displaying blocks on all or specific pages.
- **Content Types:** Allows to display the blocks in specific content, i.e. Article or Basic Page.
- **Roles:** Allows displaying the blocks for specific types of users, i.e. anonymous user, authenticated user, or administrator user.

- **Users:** Allows each user to customize the visibility of block in their settings.

Now, click the **Save block** after filling all the fields.

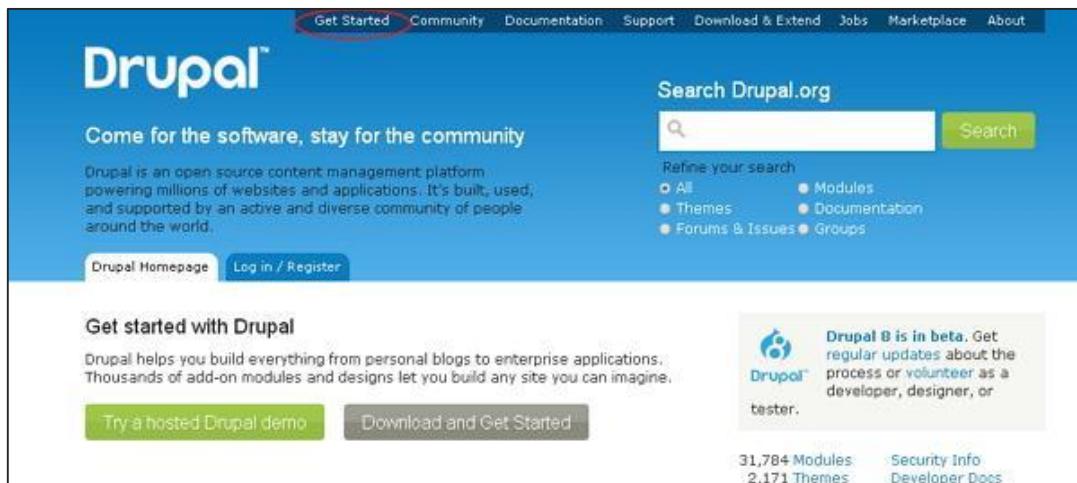
Step (5): You can view the created block as shown in the following screen.



6. THEMES & LAYOUTS

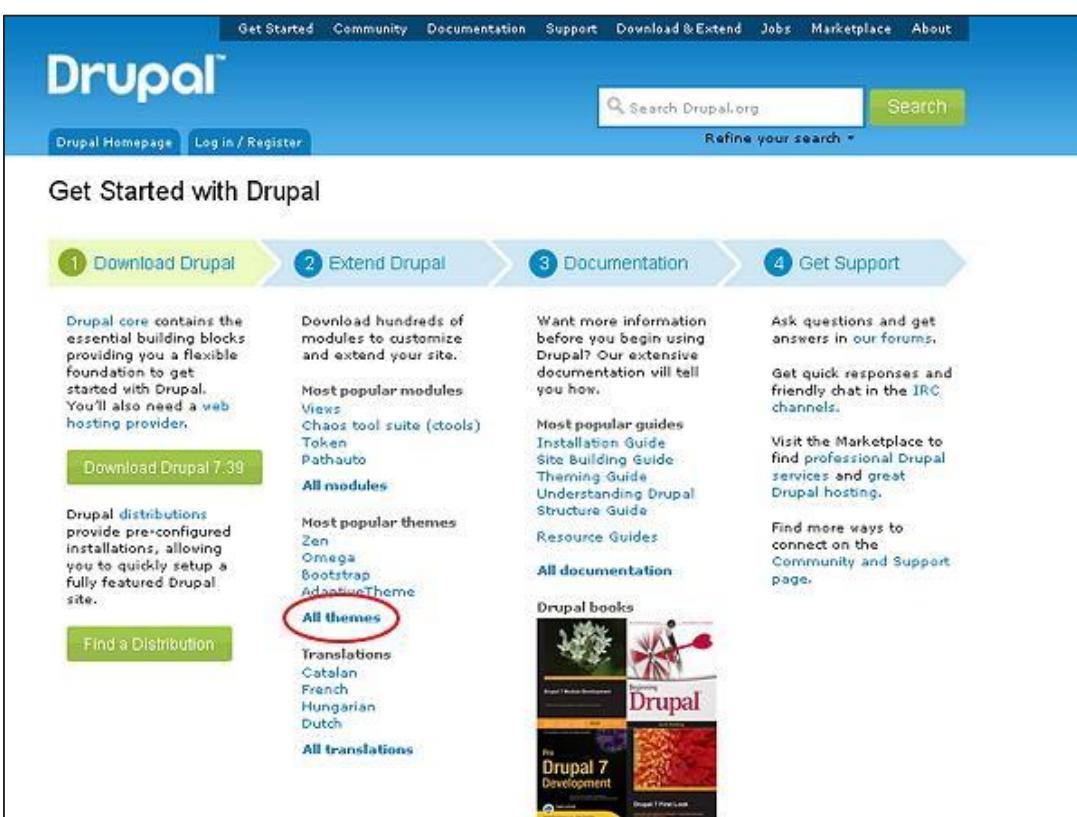
In this chapter, let us study about **Themes and Layouts**. Drupal will install **Bartik** theme as default theme during installation. You can select paid or free themes from Drupal official site. In general, layout is an arrangement of text and graphics. It is a good thought to choose a theme, keeping in mind what different layouts to use on your site.

Step (1): Go to Drupal official site and click **Get Started**.



The screenshot shows the Drupal.org homepage. At the top, there is a navigation bar with links: Get Started, Community, Documentation, Support, Download & Extend, Jobs, Marketplace, and About. The 'Get Started' link is highlighted with a red circle. Below the navigation bar, the Drupal logo is prominently displayed. A search bar labeled 'Search Drupal.org' is on the right. To the left of the search bar, there is a brief introduction: 'Come for the software, stay for the community'. Below this, a paragraph describes Drupal as an open source content management platform. At the bottom of the main content area, there are two buttons: 'Try a hosted Drupal demo' and 'Download and Get Started'. On the right side, there is a sidebar with a 'Drupal 8 is in beta' section featuring a logo and text about regular updates for developers, designers, and testers. Below this, there are statistics: 31,784 Modules, 2,171 Themes, Security Info, and Developer Docs.

Step (2): Click on **All Themes** as shown in the following screen.



The screenshot shows the 'Get Started' page of the Drupal.org website. The top navigation bar is identical to the previous screenshot. The main content area features a 'Get Started with Drupal' section with four numbered steps: 1. Download Drupal, 2. Extend Drupal, 3. Documentation, and 4. Get Support. Step 1 has a green background, while the others have white backgrounds. Below this, there are several sections: 'Drupal core' (with a note about needing web hosting), 'Drupal distributions' (with a note about pre-configured installations), 'Download Drupal 7.39' (button), 'Find a Distribution' (button), 'Most popular modules' (list: Views, Chaos tool suite (ctools), Token, Pathauto, All modules), 'Most popular themes' (list: Zen, Omega, Bootstrap, AdaptiveTheme, All themes), 'Translations' (list: Catalan, French, Hungarian, Dutch, All translations), 'Want more information before you begin using Drupal? Our extensive documentation will tell you how.' (list: Installation Guide, Site Building Guide, Theming Guide, Understanding Drupal, Structure Guide, Resource Guides, All documentation), 'Ask questions and get answers in our forums.' (list: Get quick responses and friendly chat in the IRC channels, Visit the Marketplace to find professional Drupal services and great Drupal hosting), and 'Find more ways to connect on the Community and Support page.' (list: Drupal books, showing small thumbnail images of several Drupal-related books). The 'All themes' link under the 'Most popular themes' section is circled in red.

Step (3): You will get a list of themes. Select theme of your choice (let us select **Adaptive theme** as it consists **Layout & General Settings**, which will be covered later in this chapter) and click **Version** as shown in the following screen.

The screenshot shows the Drupal.org project page for 'AdaptiveTheme'. The top navigation bar includes links for Get Started, Community, Documentation, Support, Download & Extend, Jobs, Marketplace, and About. The main navigation menu on the left lists Download & Extend Home, Drupal Core, Distributions, Modules, and Themes, with 'Themes' currently selected. The page title is 'AdaptiveTheme'. A sidebar on the right provides maintainership and issue statistics. The main content area contains detailed information about the theme, including its responsive design, compatibility with Panels, and basic concepts like responsive design and a pluggable layout system. It also mentions documentation, premium themes, AT Core Extended, version information, and a 'Project Information' section with download statistics and release history. The 'Downloads' section highlights the '7.x-3.x' version as recommended, with a red circle around it. The footer contains links to various Drupal resources and policies.

| Version | Download | Date |
|---------|--------------------------------------|-------------|
| 7.x-3.2 | tar.gz (316.05 KB) zip (422.87 KB) | 2014-Mar-23 |
| 7.x-2.3 | tar.gz (125.37 KB) zip (159.41 KB) | 2012-Jun-18 |
| 7.x-1.2 | tar.gz (96.43 KB) zip (124.92 KB) | 2011-Jul-30 |
| 6.x-2.2 | tar.gz (134.42 KB) zip (211.54 KB) | 2010-Mar-27 |

Step (4): Next, right click **Download file** and copy the link address as shown in the following screen.

The screenshot shows the Drupal.org website with the URL <https://www.drupal.org/project/adaptivetheme/releases/adaptive-theme-7.x-3.2>. The page displays release notes and download links for the theme. A context menu is open over the first download link, "adaptive-theme-7.x-3.2.tar.gz", which is highlighted with a red circle. The menu options include "Open link in new tab", "Open link in new window", "Open link in incognito window", "Save link as", and "Copy link address", with the last option also circled in red. At the bottom of the page, there is a footer with various links like "Drupal News", "Community", "Get Started", etc., and a "Download & Extend" section.

Step (5): You can also download the theme directly by clicking on **archive file** and the module will be downloaded locally on your computer as shown in the following screen.

This screenshot shows the same Drupal.org page for the adaptivetheme 7.x-3.2 release. The "adaptive-theme-7.x-3.2.tar.gz" link at the bottom of the download table is circled in red. The rest of the page content, including the header, navigation bar, and other download links, is identical to the previous screenshot.

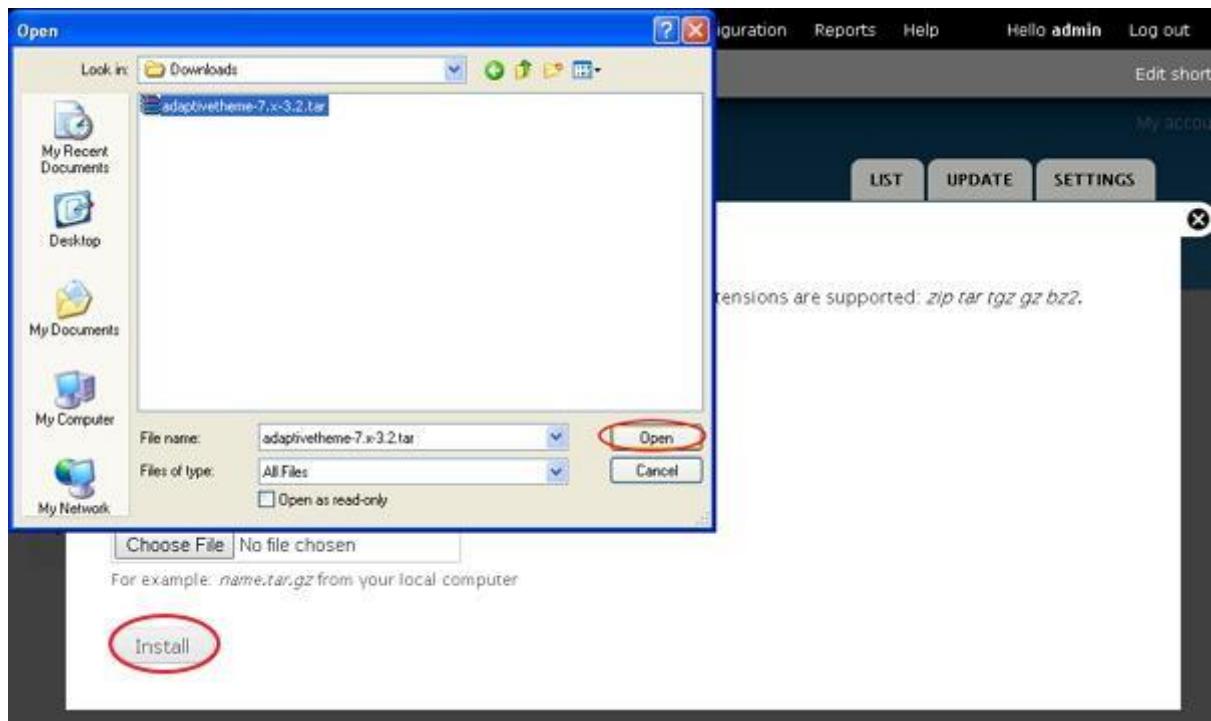
Step (6): Go to **Appearance** and click **Install new theme** as shown in the following screen.

The screenshot shows the 'Appearance' page in the Drupal admin interface. The 'Appearance' tab is selected, and the 'Install new theme' button is circled in red. Below it, the 'ENABLED THEMES' section lists 'Bartik 7.39 (default theme)' and 'Seven 7.39'. The 'Install new theme' button is located above the enabled themes list.

Step (7): You can paste the link address you copied in **step (4)** and click the install button as shown in the following screen.

The screenshot shows the 'Install from a URL' section of the 'Appearance' page. A URL 'http://ftp.drupal.org/files/projects/adaptive-theme-7.x-3.2.tar.gz' is pasted into the input field and circled in red. Below it, there's a note about file extensions supported: 'zipped tar tar.gz bz2'. At the bottom, the 'Install' button is circled in red.

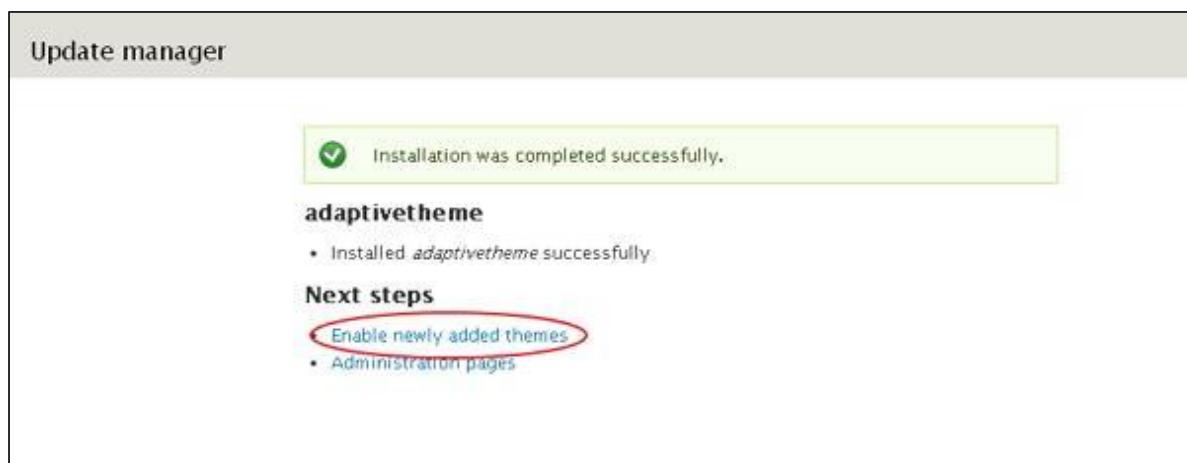
Step (8): You can also upload the theme archive, instead of copying the link address, if you have downloaded it and click **Install** as shown in the following screen.



Step (9): The following screen appears, wait until installation completes.



Step (10): Next, click **Enable newly added themes** as shown in the following screen.



Step (11): By default the themes are disabled. To enable them, click **Enable and set default** as shown in the following screen.

The screenshot shows the 'Appearance' section of the Drupal 7 admin interface. At the top, there are tabs for 'Dashboard', 'Content', 'Structure', 'Appearance' (which is highlighted), 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. The user is logged in as 'admin'. Below the tabs, there are buttons for 'Edit shortcut', 'LIST', 'UPDATE', and 'SETTINGS'.

ENABLED THEMES:

- Bartik 7.39 (default theme)**: Described as a flexible, recolorable theme with many regions. It has a preview image and a 'Settings' link.
- Seven 7.39**: Described as a simple one-column, tableless, fluid width administration theme. It has a preview image and links for 'Settings', 'Disable', and 'Set default'.

DISABLED THEMES:

- AT Admin 7.x-3.2**: Includes a preview image, a description, and links for 'Enable' and 'Enable and set default'. The 'Enable and set default' link is circled in red.
- AT Core 7.x-3.2**: Includes a preview image, a description, and links for 'Enable' and 'Enable and set default'.
- AT Subtheme 7.x-3.2**: Includes a preview image, a detailed description, and links for 'Enable' and 'Enable and set default'.

Step (12): Click on **Settings** as shown in the following screen to set the appearance for your site.

No update information available. Run cron or check manually.

Set and configure the default theme for your website. Alternative themes are available.

+ Install new theme

ENABLED THEMES

| | |
|---|--|
| AT Admin 7.x-3.2 (default theme) A better admin theme for Drupal 7. Clean, calm, invisible. Includes left and right sidebars, Overlay support and all AT's theme setting goodies. Settings | Bartik 7.39 A flexible, recolorable theme with many regions. Settings Disable Set default |
|---|--|

Step (13): The **Layout & General Settings** option pops up on the screen, in this **Adaptive theme** consists of **Standard layout**, **Tablet Layout**, **Smalltouch layout** and **Panels & Gpanels**. These options control the display settings for the current AT Admin theme that is already in use. When your site displays the theme, these settings will be used. Now, let us discuss these layouts one by one.

Step (14): In **Standard layout** you can choose layout for desktops, laptops and other large screen devices.

The screenshot shows the Drupal Admin interface under the 'Appearance' tab for the 'AT Admin' theme. The 'Standard Layout' option is highlighted and circled in red. The right panel displays the 'Standard Layout' configuration, which includes:

- Choose sidebar positions:** A grid of radio buttons for arranging content, sidebar, and footer blocks.
- Set the width of each sidebar:** Fields for 'First sidebar' (180) and 'Second sidebar' (180) with unit dropdowns (px or %).
- Set the page width:** Fields for 'Page width' (100) with unit dropdowns (px or %).
- Set a max width:** A checked checkbox with a maximum width of 1330px.
- Media query for this layout:** A text input field containing 'only screen and (min-width:1025px)'.

- **Choose sidebar positions:** You can choose sidebar position by clicking on radio button.
- **Set the width of each sidebar:** You can set width of first sidebar and second sidebar and unit in % or px or em.
- **Set the page width:** You can set width of the page.
- **Set a max width:** You can check or uncheck to set maximum width.
- **Media query for this layout:** Media query defines different style rules for different media devices and by default for this layout will be **1025px**.

Step (15): Next, click **Tablet Layout** as shown in the following screen. Tablet devices will have two orientations **Landscape** and **Portrait**. You can configure a different layout for each orientation.

The screenshot shows the 'Layout & General Settings' page in Drupal. The left sidebar has a 'Tablet Layout' tab highlighted with a red oval. The main content area is titled 'Tablet Layout'. It contains two sections: 'Landscape tablet (wide)' and 'Portrait tablet (narrow)'. Each section includes 'Choose sidebar positions' (with icons for top, bottom, left, right, and center), 'Set the width of each sidebar' (with input fields for 'First sidebar' and 'Second sidebar'), and 'Set the page width' (with input field for 'Page width'). Below each section is a 'Media query for this layout' input field containing a specific CSS media query. A note at the bottom of each section states: 'Do not include @media, it's included automatically.'

Under **Landscape tablet** and **Portrait tablet** you can choose sidebar position, width of each sidebar and page width. Media query for **Landscape tablet** will be min-width:769px and max-width:1024px. For **Portrait tablet** it will be min-width:581px and max-width:768px

Step (16): Now, click **Smalltouch Layout** as shown in the following screen. **Smalltouch layout** will also have two orientations **Landscape** and **Portrait**. You can configure a different layout for each orientation.

Layout & General Settings

Standard Layout

Tablet Layout

Smalltouch Layout (highlighted with a red circle)

Panels & Gpanels

Global Settings

File Management

CSS

Polyfills

Metatags

Debuggers

Extensions

Smalltouch Layout

Smalltouch devices such as iPhone, Android and Windows phones have two orientations – landscape and portrait, which can also be thought of as wide and narrow smalltouch devices. You can configure a layout for landscape orientation only – portrait orientation (narrow) will always display in one column (all regions full width and stacked) with sidebars below the main content.

Landscape smalltouch (wide)

Choose sidebar positions

[Orange square] [Blue square]

Set the width of each sidebar

Unit: % First sidebar * 50 Second sidebar * 50

Media query for this layout

only screen and (min-width:321px) and (max-width:580px)
Do not include @media, it's included automatically.

Portrait smalltouch (narrow)

The smalltouch portrait layout always displays in one column with sidebars stacked horizontally below the main content. All widths are always 100%.

Media query for this layout

only screen and (max-width:320px)
Do not include @media, it's included automatically.

In **Landscape Smalltouch** you can choose sidebar position and set width. The **Portrait Smalltouch** always displays in one column with sidebars stacked horizontally below the main content. Media query for **Landscape Smalltouch** will be min-width:321px and max-width:580px and for **Portrait Smalltouch** it will be max-width:320px.

Step (17): Next, click **Panels & Gpanels** as shown in the following screen. Adaptive theme supports responsive Panels and Gpanel layouts. To use this capability, you can use the Panels module, Display Suite (with Panels) or Adaptive themes native Gpanel layouts.

The screenshot shows the Drupal administrative interface under the 'Appearance' settings. On the left, there's a sidebar with various options: Standard Layout, Tablet Layout, Smalltouch Layout, **Panels & Gpanels**, Global Settings, File Management, CSS, Polyfills, Metatags, Debuggers, and Extensions. The 'Panels & Gpanels' option is circled in red. The main content area is titled 'Layout & General Settings' and contains a section for 'Panels & Gpanels'. It explains that the theme supports responsive layouts and lists five layout types: STANDARD LAYOUT, TABLET LANDSCAPE, TABLET PORTRAIT, SMALLTOUCH LANDSCAPE, and SMALLTOUCH PORTRAIT. At the top of the content area, there are buttons for LIST, UPDATE, and SETTINGS, along with tabs for Global settings, AT Admin, Bartik, CorporateClean, and Seven.

You can select options for each device range and layout their type. Let us see one by one.

- Under **Standard layout** you can select the layouts you want to use when the site is being viewed in standard layout. By clicking on **TWO, THREE, FOUR, FIVE, SIX** or **INSET**, you can select the columns arrangement as shown in the following screen.

- Follow the same step for **TABLET LANDSCAPE**, **TABLET PORTRAIT** and **SMALLTOUCH LANDSCAPE** layouts.

Step (18): Once done with all your configurations, click **Save configurations** as shown in the following screen.

7. FRONT PAGE

In this chapter, let us study how to create **Front Page** in Drupal. If you have good content on your website and expect your visitor to see that particular content first, then that article must be on the front page. Drupal provides solution for this.

Following are the simple steps used for creating Drupal Front Page.

Step (1): Click **Content** as shown in the following screen.



Step (2): A list of articles and pages pop up on screen. Click **edit** link as shown in the following screen.

A screenshot of the Drupal content list page. The top navigation bar shows 'Home > Administration' and a 'Content' link. Below is a 'SHOW ONLY ITEMS WHERE' section with dropdowns for 'status' (any) and 'type' (any), and a 'Filter' button. An 'UPDATE OPTIONS' section includes a dropdown for 'Publish selected content' and an 'Update' button. The main table lists two items: 'My first drupal article updated' (Article, admin, published, 09/07/2015 - 17:50) and 'My first drupal page' (Basic page, admin, published, 09/07/2015 - 17:49). The 'edit' link for the second item is highlighted with a red box. The URL in the browser is 'http://127.0.0.1:8080/drupal/admin/content'.

Step (3): Then, click **Publishing** option and check mark all the boxes as shown in the following screen.

The screenshot shows the 'Publishing options' section of a Drupal content edit form. It contains three checked checkboxes: 'Published', 'Promoted to front page', and 'Sticky at top of lists'. Red arrows point from the text labels to their corresponding checkboxes. Below the checkboxes are three buttons: 'Save' (highlighted with a red border), 'Preview', and 'Delete'.

Following are the functions of the checkboxes on the page:

- **Published:** Publish your page or article by marking the check box.
- **Promoted to front page:** Promote your page or article, to the front page of your website.
- **Sticky at top of lists:** Fixes your page at top of lists on your site.

Click the **Save** button to save the changes.

Step (4): You will see your page on the **front page** of your website similar to the following screen.

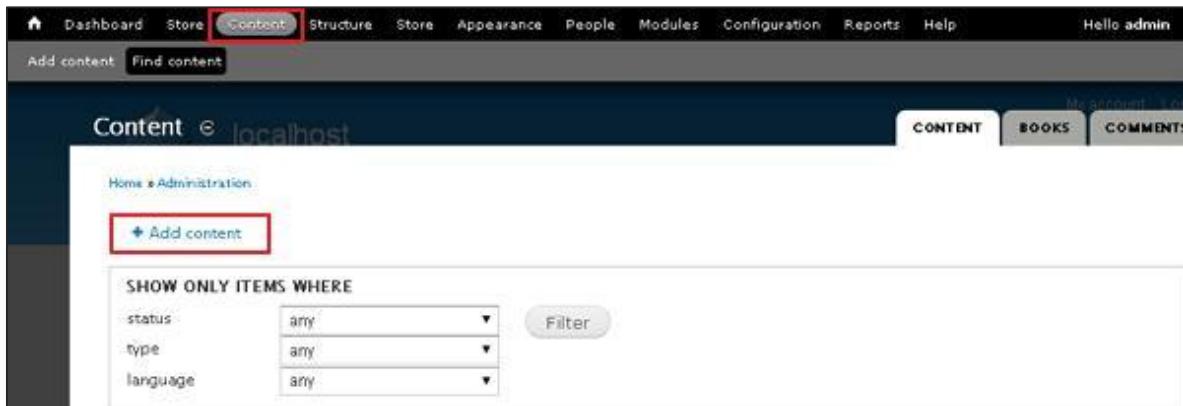
The screenshot shows the Drupal front page with the title 'My first drupal page'. The page content is 'Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.' A 'Read more' link is visible at the bottom right of the content area. The left sidebar includes a search bar, navigation links (Home, Add content), and a 'Navigation' menu with an 'Add content' item.

8. STATIC PAGES

In this chapter, we will study how to create **Static Pages** in Drupal. Let's add some static pages named About Us and Services. The main purpose for using static pages is speed and steadiness. Static websites are faster than a dynamic site.

Following are the simple steps to create static page.

Step (1): Click **Content -- > Add content** link.



The screenshot shows the Drupal administrative interface. The top navigation bar includes links for Dashboard, Store, Content (which is highlighted with a red box), Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and My account. Below the navigation is a toolbar with Add content and Find content buttons. The main content area is titled 'Content @ localhost'. It shows a breadcrumb trail: Home > Administration. A prominent red box highlights the '+ Add content' button. Below it is a filter section titled 'SHOW ONLY ITEMS WHERE' with dropdown menus for status (any), type (any), and language (any). There is also a 'Filter' button.

Step (2): Click on **Basic pages**.



The screenshot shows the 'Add content' page. The top navigation bar is identical to the previous one. The main content area is titled 'Add content @ localhost'. It shows a breadcrumb trail: Home > Article. Under the 'Article' section, there is a red box around the 'Basic page' option. The 'Basic page' section contains the text: 'Use basic pages for your static content, such as an 'About us' page.' Below this, there is another section for 'Article' with the text: 'Use articles for time-sensitive content like news, press releases or blog posts.'

Step (3): Create basic page will get displayed as shown in the following screen.

Home > About Us

Title *

About Us

Body (Edit summary)

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.
Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

| | |
|--|---|
| Menu settings About Us | URL alias about-us <small>Optional specify an alternative URL by which this content can be accessed. For example, type "about" when writing an about page. Use a relative path and don't add a trailing slash or the URL alias won't work.</small> |
| Book outline Not in book | |
| Revision information No revision | |
| URL path settings Alias: about-us | |
| Comment settings Closed | |
| Authoring information By admin on 2015-09-14 16:43:09 40530 | |
| Publishing options Published, Promoted to front page | |

Save **Preview** **Delete**

Following are the details of the fields present in the above screen.

- **Title:** It specifies the title of the static page.
- **Body:** It displays the body content of the page.
- **URL path settings:** You can specify alternative URL by which content can be accessed.

Note: Don't add slash at the end or beginning of the URL alias or else it will not work.

You can see **about-us** URL path has been added under URL alias heading. The process is same for both *About Us* and *Services* static pages, only the content will be changed as per the demand.

You can click **Publishing options** and check the box of **published** option to publish your page.

Step (4): Click on **About Us** tab, you will see the created about us page as shown in the following screen.

localhost

My account Log out

Home About Us Services

Home

About Us

View Edit Outline Track

Navigation

- Add content
- Book page
- Blog entry

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

Placeholder text for the Services page.

Step (5): Click the **Services** tab, you will see the created services page as shown in the following screen.

localhost

My account Log out

Home About Us Services

Home

Services

View Edit Outline Track

Navigation

- Add content
- Book page
- Blog entry

Placeholder text for the Services page.

9. CREATE BLOG

In this chapter, we will study how to **Create Blogs** in Drupal. Blog entries can be made public or private, for the site members, depending on which roles have access to view content.

Following are the simple steps used for creating Drupal Blogs.

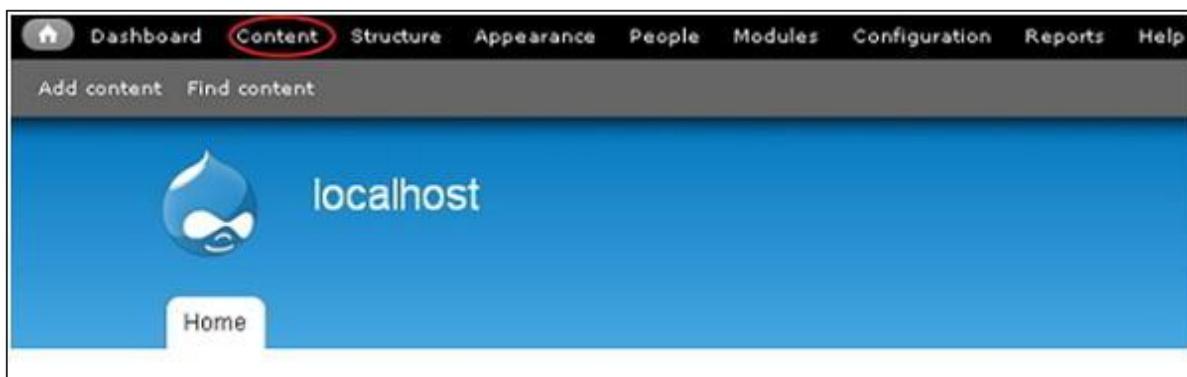
Step (1): Click on the **Modules** as shown in the following screen.

The screenshot shows the Drupal 7 administration interface. The top navigation bar includes links for Dashboard, Content, Structure, Appearance, People, **Modules** (which is highlighted with a red oval), Configuration, Reports, and Help. The user is logged in as 'admin'. The main content area displays a 'Welcome to localhost' message and a 'Navigation' sidebar with links for Add new content and Add content. The 'Modules' page lists several core modules, with the 'Blog' module circled in red.

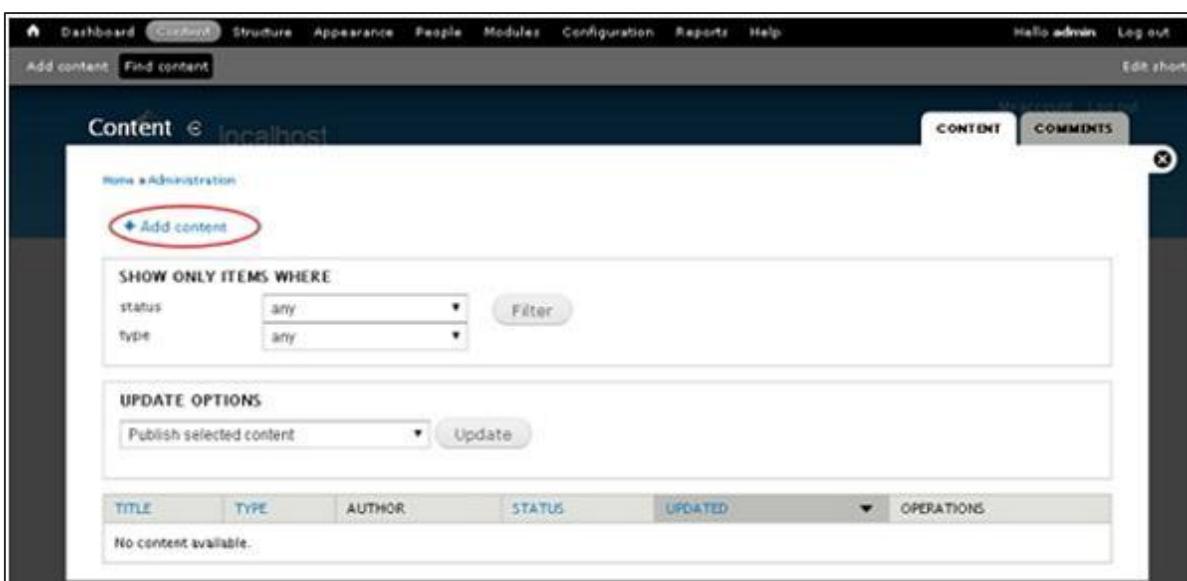
Step (2): Check the box of Blog to install it. Enable the **Blog module** and click **Save configuration** as shown in the following screen.

The screenshot shows the 'Modules' page in the Drupal 7 administration interface. The 'CORE' section is expanded, showing a table of modules. The 'Blog' module is listed with its checkbox checked, indicating it is enabled. At the bottom of the table, there is a red oval around the 'Save configuration' button.

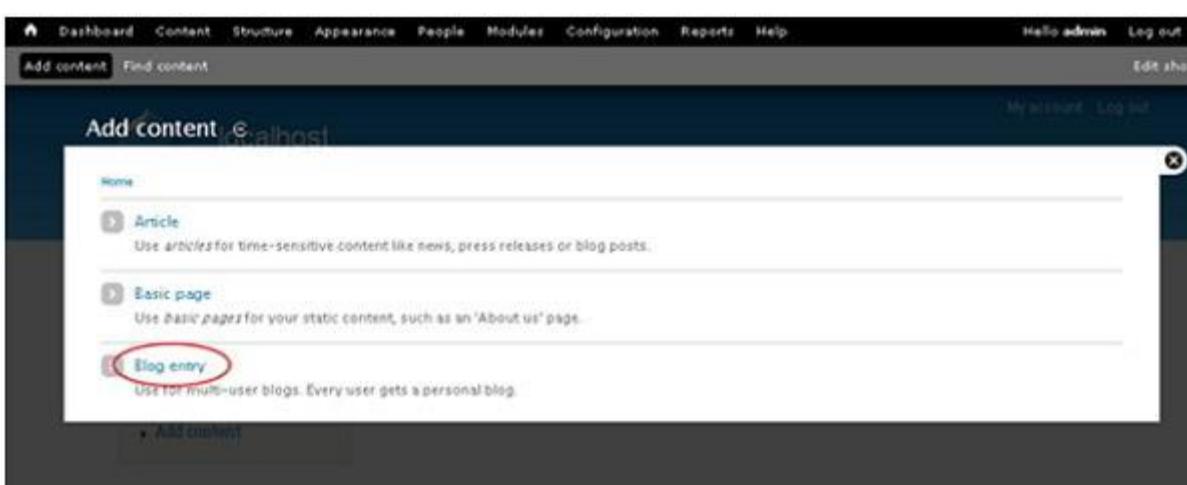
Step (3): Now, click **Content** as shown in the following screen.



Step (4): Click on **Add content**.



Step (5): Click on **Blog entry**.



Step (6): You can add the content to blog as shown in the following screen and click **Save**.

The screenshot shows the 'Create Blog entry' interface in Drupal. The title field is filled with 'My Blog'. The body field contains placeholder text: 'Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas a feugiat nulla. Aliquam facilisis quis mi in rhoncus. Nam dictum, tortor eu porttitor bibendum, enim mauris facilisis sapien, luctus placerat dolor orci at leo. Suspendisse in tellus ac lorem placerat facilisis.' Below the body is a 'Text format' dropdown set to 'Filtered HTML'. On the right, there's a link to 'More information about text formats'. Under 'Menu settings', 'Published' is checked. Under 'Revision information', 'No revision' is selected. Under 'URL path settings', 'No alias' is chosen. Under 'Comment settings', 'Open' is selected. Under 'Authoring information', it says 'By admin'. Under 'Publishing options', 'Published' and 'Promoted to Front page' are checked. At the bottom are 'Save' and 'Preview' buttons, with 'Save' being circled in red.

Following are the details about the fields present in the preceding screen.

- **Title:** It displays the title of the blog.
- **Body:** It displays the content of the body.
- **Publishing options:** It allows you to publish your blog content on Front Page or you can stick at top of lists as per the demand.

Step (7): Once you are done, you will see your post on home page.

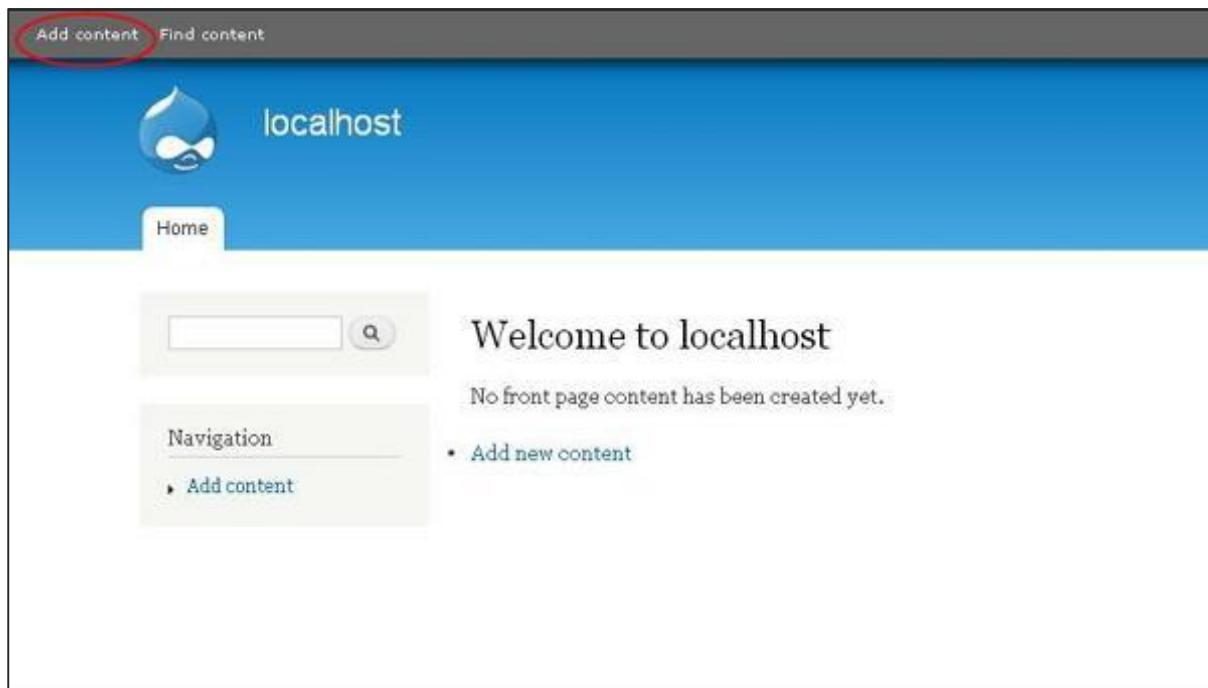
The screenshot shows the Drupal home page with a blue header. A success message 'Blog entry My Blog has been created.' is displayed. Below it, the blog post 'My Blog' is listed under 'Blogs > admin's blog'. The post title is 'My Blog', submitted by 'admin' on 'Tue, 09/09/2015 - 10:37'. The post content is the same as in the previous screenshot. At the bottom, there's a comment form with fields for 'Your name' (set to 'admin'), 'Subject', and 'Comment'.

10. CREATE ARTICLES

In this chapter, we will study about creating articles in Drupal. Creating articles help your visitors know about the company and your website in detail.

Following are the steps used to create articles in Drupal.

Step (1): Click **Add content** in Drupal.



Step (2): You will get the pop-up window as shown in the following screen. Select **Article**.



Step (3): You will get the following screen.

The screenshot shows the 'Create Article' form on a Drupal site. At the top, there are links for 'My account' and 'Log out'. Below that, the page title is 'Create Article'. The main content area has the following fields:

- Title ***: A text input field.
- Tags**: A text input field with a placeholder: "Enter a comma-separated list of words to describe your content." There is also a link to "More information about tags".
- Body (Edit summary)**: A large text area for the article content.
- Text format**: A dropdown menu set to "Filtered HTML". Below it is a list of allowed HTML tags:
 - Web page addresses and e-mail addresses turn into links automatically.
 - Allowed HTML tags: <a> <cite> <blockquote> <code> <dl> <dt> <dd>
 - Lines and paragraphs break automatically.
- Image**: A file upload section with a "Choose File" button, a "No file chosen" message, and an "Upload" button. It includes instructions: "Upload an image to go with this article. Files must be less than 8 MB. Allowed file types: png gif jpg jpeg."
- Menu settings**: Options for "Not in menu" and "Provide a menu link".
- Revision information**: Shows "No revision".
- URL path settings**: Shows "No alias".
- Comment settings**: Shows "Open".
- Authoring information**: Shows "By Admin".
- Publishing options**: Shows "Published, Promoted to front page".

At the bottom left, there are two buttons: "Save" (which is circled in red) and "Preview".

Below are the fields present in **Create Article** page.

- **Title:** It specifies the title for new article.
- **Tags:** Describes the content of your article. Tags contain those related words which are included into your articles.
- **Body:** Enter the description.
- **Text format:** It specifies the Text format such as *Filtered HTML*, *Full HTML* and *Plain text*.
- **Image:** Upload images by choosing a particular file.



When you click choose file, a pop-up window appears, you can select an image from your local file, once you choose a file, click **Upload**. The image gets uploaded.

- **Menu settings:** By clicking on **Provide a menu link** checkbox it shows all the related details of Menu such as *Menu link title*, *Description*, *Parent item*, and *Weight*.
- **Revision information:** Provides revised information if any changes are made in the article.
- **URL path settings:** Add URL alias to access the content of article to the users.
- **Comment settings:** By selecting *open or close*, it allows others to write comment for the article.
- **Authoring information:** Specifies the authored name and the date when article has been authored.
- **Publishing options:** Allows options for articles to be Published, Promoted to front page and Sticky at top of lists for the users.

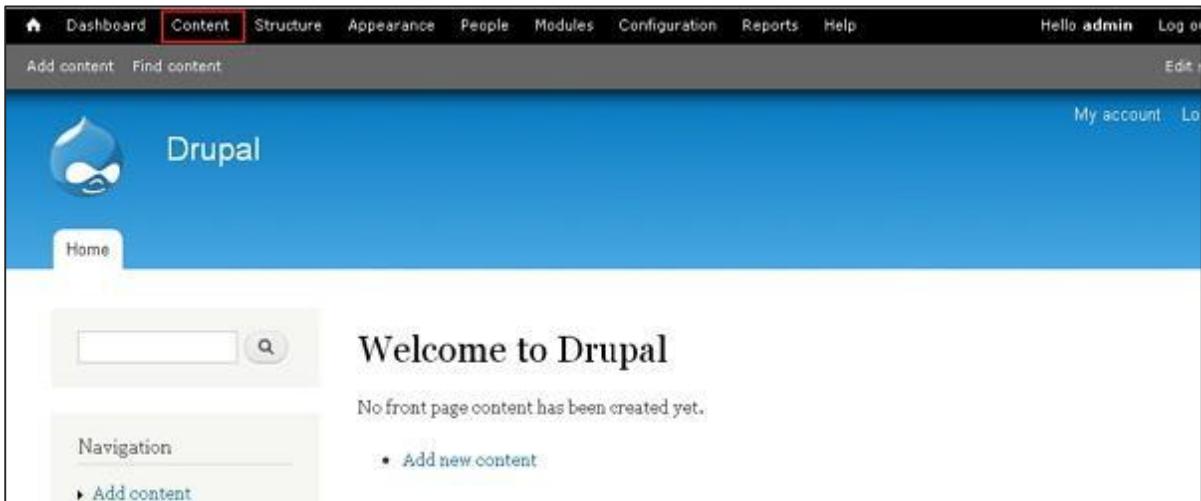
After filling all the details about the article, click the **Save** button.

11. CREATE PAGES

In this chapter, we will study about how to **Create Pages** in Drupal. It is very easy to create pages in Drupal.

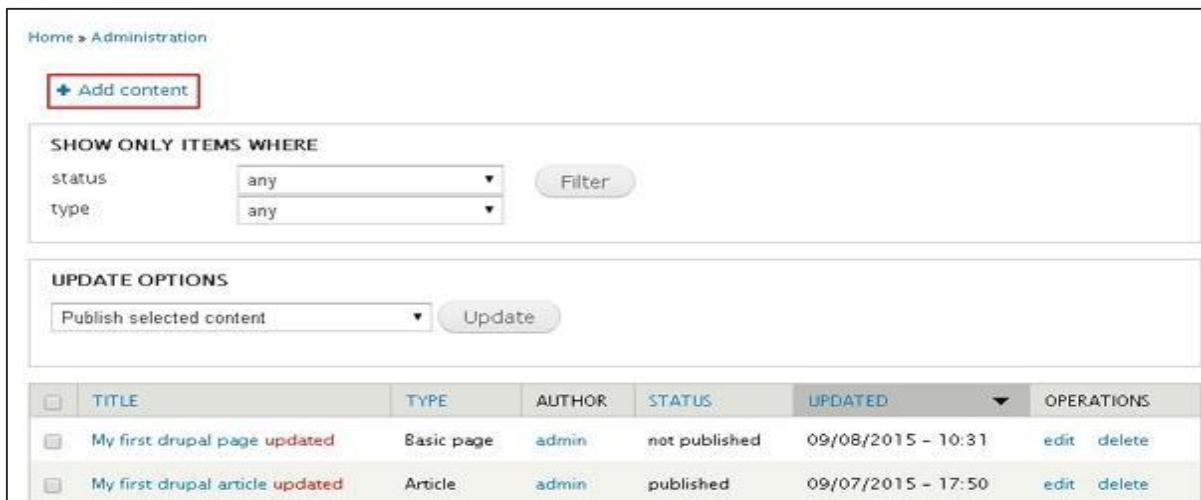
Following are the simple steps used to create pages in Drupal.

Step (1): Click **Content** in the top menu.



The screenshot shows the Drupal 7 front page. The top navigation bar has a "Content" menu item highlighted with a red box. Below the navigation, there's a search bar and a "Welcome to Drupal" message. A sidebar on the left includes a "Navigation" section with a "Add content" link. The main content area says "No front page content has been created yet." with a "Add new content" link.

Step (2): Click on **Add content** as shown in the following screen.



The screenshot shows the "Add content" page in the Drupal administration interface. The "Add content" button is highlighted with a red box. The page includes sections for "SHOW ONLY ITEMS WHERE" (status: any, type: any) and "UPDATE OPTIONS" (Publish selected content, Update button). Below these are two tables: one for basic pages and one for articles. The basic page table shows two entries: "My first drupal page updated" (Basic page, admin, not published, 09/08/2015 - 10:31, edit, delete) and "My first drupal article updated" (Article, admin, published, 09/07/2015 - 17:50, edit, delete).

| Operations | Title | Type | Author | Status | Updated |
|-------------|---------------------------------|------------|--------|---------------|--------------------|
| edit delete | My first drupal page updated | Basic page | admin | not published | 09/08/2015 - 10:31 |
| edit delete | My first drupal article updated | Article | admin | published | 09/07/2015 - 17:50 |

Step (3): Click the **Basic page** option.



Step (4): Create Basic page will get displayed where you need to fill all the required details as shown in the following screen.

The screenshot shows the 'Create Basic page' form. It includes fields for 'Title' (set to 'About Us'), 'Body' (with a rich text editor containing placeholder text), 'Text format' (set to 'Filtered HTML'), 'Menu settings' (checkbox 'Provide a menu link' is checked), 'Revision information' (checkbox 'Provide a revision history' is checked), and 'URL path settings' (checkbox 'Provide a URL alias' is checked). At the bottom, there are 'Save' and 'Preview' buttons, with 'Save' highlighted by a red box.

Following are the details of the fields present on Create Basic page.

- Title:** It specifies the title for new page.
- Body:** It specifies the description of the page.
- Text format:** It specifies the Text format for your page such as *Filtered HTML*, *Full HTML*, and *Plain text*.
- Menu settings:** By clicking on checkbox *Provide a menu link*, it shows the details of Menu such as Menu link title, Description, Parent item, and Weight.
- Revision information:** It specifies to provide revise information, if any changes are made in the pages.
- URL path settings:** It specifies to add URL alias to access the content of pages to the users.

- **Comment settings:** By selecting open or close, it allows displaying a comment box for the page.
- **Authoring information:** It specifies the authored name and the date when page has been authored.
- **Publishing options:** It specifies that the page should be Published, Promoted to front page and Sticky at top of lists for the users.

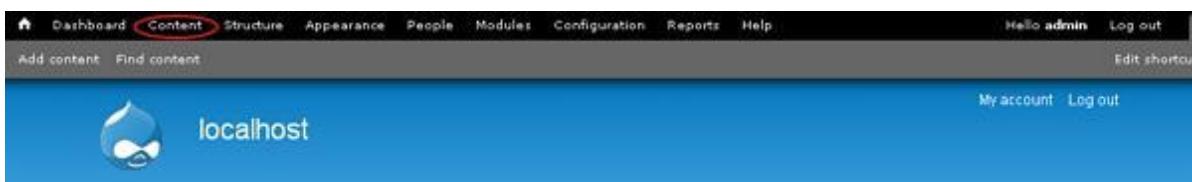
Once you complete adding the content to the page. Click the **Save** button to create the page. Before saving the details, you can also preview the filled page using the **Preview** button.

12. CREATE CONTENT

In this chapter, let us study about **Creating content**. In Drupal, content type defines the style in which contents are collected and displayed. When you install Drupal, by default two content types will be fixed and they are **Articles** and **Basic page**. When you enable other core and contributed modules by visiting **Modules** you can also use other content types.

Following are the simple steps used for creating content.

Step (1): Click **Content** as shown in the following screen.



Step (2): Click on **Add content** as shown in the following screen.

A screenshot of the "Content" administration page. The title bar says "Content & localhost". Below it, a breadcrumb trail shows "Home > Administration". A prominent red circle highlights the "Add content" button, which is located just below the breadcrumb. The page contains several sections: "SHOW ONLY ITEMS WHERE" with dropdown menus for "status" (set to "any") and "type" (set to "any"), and a "Filter" button. There's also an "UPDATE OPTIONS" section with a dropdown menu set to "Publish selected content" and an "Update" button. At the bottom, there's a table header with columns: TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS. The message "No content available." is displayed below the table.

Step (3): You can choose any of the content type. We shall take Basic page as we have already studied about **Articles** and **Blog entry**. Click **Basic page** as shown below in the following screen.



Step (4): Next, you will see the screen as shown in the following screen. You can add content to the page and click the **Save** button to save the content.

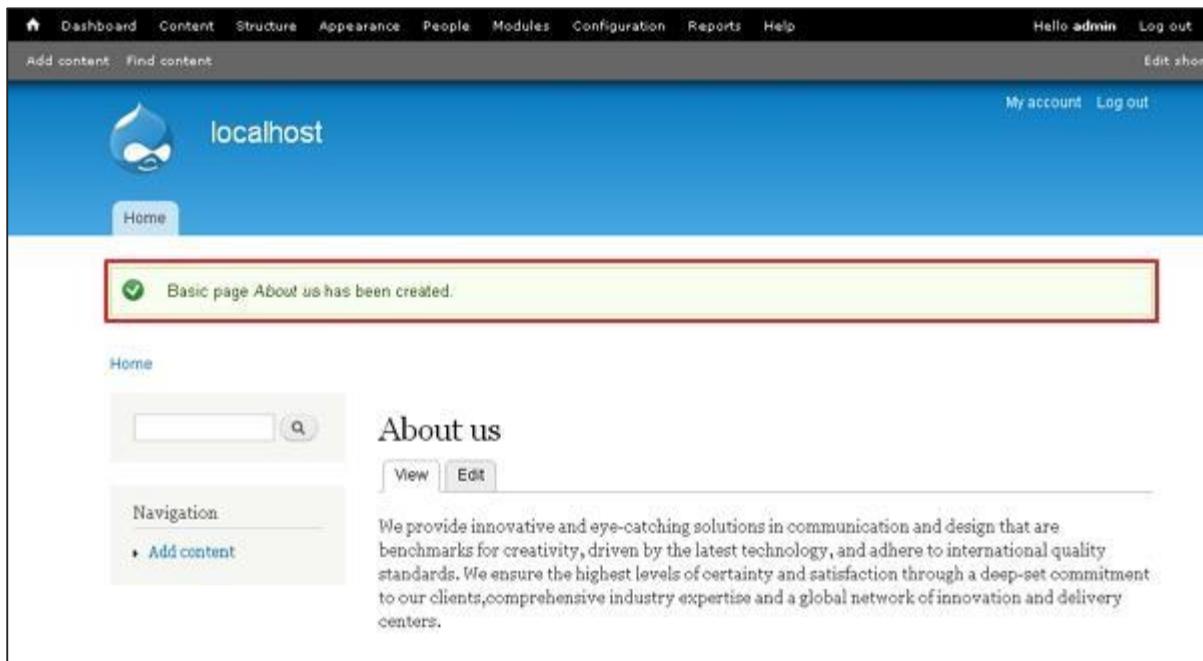
The screenshot shows the 'Create Basic page' form. The title field contains 'About Us'. The body field contains a summary of company services. The text format is set to 'Filtered HTML'. The menu settings section shows 'Not in menu' and 'Provide a menu link' options. The publishing options section shows 'Published'. The 'Save' button is circled with a red circle.

Following are the details about the fields present in the preceding screen.

- **Title:** It specifies the title of the page.
- **Body:** Write the content of your page.
- **Menu setting:** It allows you to provide a menu link.
- **Revision Information** It provides an explanation of the changes you are making.

- **URL path settings:** It allows you to optionally define an alternative URL, by which your content can be accessed.
- **Comment Setting:** It allows users to send their comments depending upon the permission you set that is **Open** or **closed**.
- **Authorizing information:** It specifies the author information.
- **Publishing options:** It permits you to promote your content to the front page and stick your content on top of the list on the front page.

Step (5): Finally, you can see your page will be created and displayed similar to the following screen.



13. MODIFY CONTENT

In this chapter, let us study how to **Modify content** in Drupal. You can modify any of the previously used content type's content such as **Articles**, **Basic page** and **Blog entry**.

Following are the simple steps used for modifying content.

Step (1): Click the tab **Content** as shown in the following screen.



Step (2): You will see the same screen as the following.

A screenshot of the Drupal Content management screen. The top navigation bar shows 'Content' and the Tutorials Point logo. Below it is a sub-navigation bar with tabs for CONTENT, BOOKS, and COMMENTS. The main area has sections for 'SHOW ONLY ITEMS WHERE' (status: any, type: any) and 'UPDATE OPTIONS' (Publish selected content, Update button). A table lists four content items: About Us (Basic page, admin, published, 09/29/2015 - 11:22), Book1 (Book page, admin, published, 09/29/2015 - 11:15), Books (Book page, admin, published, 09/29/2015 - 11:13), and Product One (Product display, admin, published, 09/19/2015 - 14:59). Each item has edit and delete links in the operations column.

Step (3): If you have lot of content you can use Filter to search the content that you want to modify. You can modify **About us** (About us page was created in the chapter Drupal - Create Content).

You can select the **status** of the content as shown in the following screen. Select published for **About us** status.

The screenshot shows the Drupal Content management interface. In the top navigation bar, 'Content' is selected. Below it, a 'SHOW ONLY ITEMS WHERE' section has a 'status' dropdown set to 'any'. A dropdown menu is open over the 'any' option, showing 'published' highlighted in blue. Other options include 'not published', 'promoted', 'not promoted', 'sticky', and 'not sticky'. To the right of the dropdown is a 'Filter' button. The main content area displays a table of items with columns: TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS. Three items are listed: 'About Us' (Basic page, admin, published, 09/29/2015 - 11:34), 'Book1' (Book page, admin, published, 09/29/2015 - 11:15), and 'Books' (Book page, admin, published, 09/29/2015 - 11:13). Each item has 'edit' and 'delete' links in the OPERATIONS column.

Following are the details of the fields present in the preceding screen.

- **Published:** It displays all the published items.
- **Promoted:** It displays the promoted items on your website.
- **Not promoted:** It displays the items that not promoted on your website.
- **Sticky:** It displays the sticky items on your website.
- **Not sticky:** It displays the non-sticky items on your website.

You can select **type** of the content like Articles, Basic page or Blog entry. Select Basic page as **About us** type is Basic page, and click **filter** as shown in the following screen.

This screenshot is similar to the previous one but focuses on the 'type' filter. The 'type' dropdown is now set to 'Basic page', which is highlighted in blue. A red circle with a question mark is drawn around the 'Filter' button to the right of the dropdown. The rest of the interface and data table are identical to the first screenshot.

Step (4): Now you can see the filtered content as shown in the following screen. To edit the content, click the **edit** link.

The screenshot shows the Drupal 'Content' page. At the top, there are tabs for 'CONTENT', 'BOOKS', and 'COMMENTS'. Below the tabs, a search bar contains the text 'Tutorials Point'. The main area displays a table of content items:

| | TITLE | TYPE | AUTHOR | STATUS | UPDATED | OPERATIONS |
|--------------------------|----------|------------|--------|-----------|--------------------|---|
| <input type="checkbox"/> | About Us | Basic page | admin | published | 09/29/2015 - 11:34 | edit delete |

Step (5): You can modify your content and click **Save**.

The screenshot shows the 'Edit Basic page About Us' page. At the top, there are tabs for 'VIEW', 'EDIT', and 'OUTLINE'. The main content area includes fields for 'Title' (About Us) and 'Body (Edit summary)' containing placeholder text about Lorem Ipsum. A 'Text format' dropdown is set to 'Filtered HTML'. On the right, there's a sidebar with various settings like 'Menu settings', 'Book outline', 'Revision information', etc. At the bottom, there are buttons for 'Save', 'Preview', and 'Delete', with 'Save' being circled in red.

Step (6): You will see the following screen with updated content.

The screenshot shows the Drupal Content management interface. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a toolbar with Add product, Add product display, View products, View orders, Configure store, Re-order book pages and change titles, Edit sidebar, and Manage sidebar.

The main content area has tabs for CONTENT, BOOKS, and COMMENTS. A success message box says "Basic page About Us has been updated." Below it is a "SHOW ONLY ITEMS WHERE" filter with the conditions: "where status is published" and "and where type is Basic page". There are dropdowns for status (set to "any") and type, and buttons for Refine, Undo, and Reset.

The "UPDATE OPTIONS" section includes a dropdown set to "Publish selected content" and an "Update" button.

The bottom part is a table of content items:

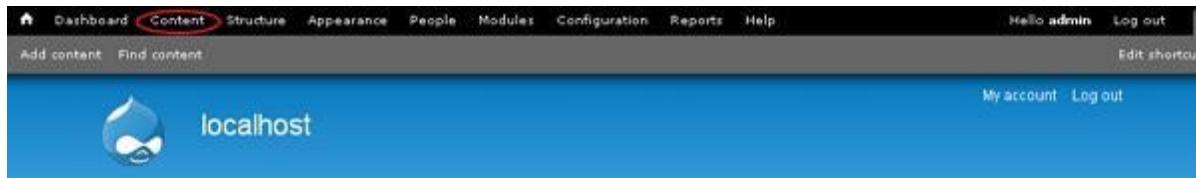
| <input type="checkbox"/> | TITLE | TYPE | AUTHOR | STATUS | UPDATED | OPERATIONS |
|-------------------------------------|------------------|------------|--------|-----------|--------------------|---|
| <input checked="" type="checkbox"/> | About Us updated | Basic page | admin | published | 09/29/2015 - 11:55 | edit delete |

14. DELETE CONTENT

In this chapter, let us study about **Deleting content**. You can delete any of the previously written content such as **Articles**, **Basic page** and **Blog entry**.

Following are the simple steps to delete content.

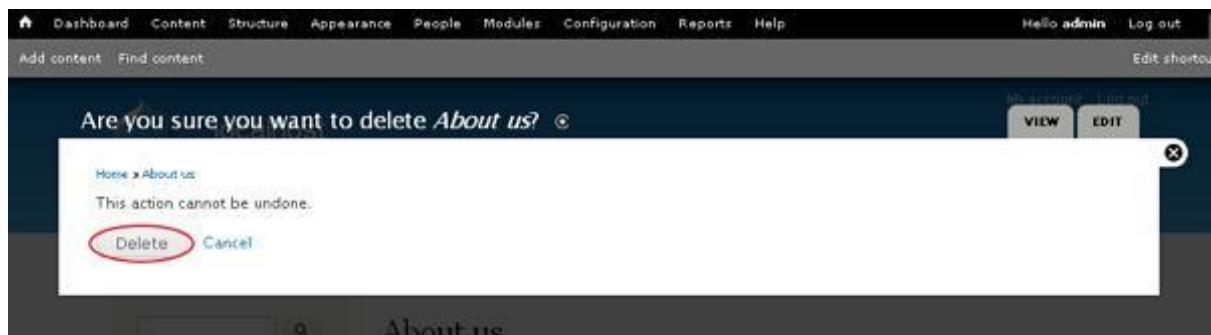
Step (1): Click the Content.



Step (2): You can delete **About us** (About us page was created in the chapter Drupal - Create Content), and click the **delete** tab as shown in the following screen.

A screenshot of the Drupal Content management page. The top navigation bar is identical to the previous screenshot. The main content area shows a table of content items. The first item, 'About us', is a 'Basic page' created by 'admin' on '09/09/2015 - 12:18'. In the 'OPERATIONS' column for this row, the 'delete' link is circled in red. The table has columns for TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS.

Step (3): Next, you will see the following screen. You need to confirm deletion of the content. Click the **Delete** button if you want to delete or **Cancel** button if you want to cancel the process.



Step (4): Immediately, you will see a confirmation message as your page has been deleted, as shown in the following screen.

| Operations | Title | Type | Author | Status | Updated |
|---------------|------------|------------|--------|---------------|--------------------|
| edit · delete | Who are we | Basic page | admin | not published | 09/09/2015 - 10:20 |
| edit · delete | My Article | Article | admin | not published | 09/09/2015 - 10:19 |
| edit · delete | My Blog | Blog entry | admin | published | 09/09/2015 - 10:18 |

15. PUBLISH CONTENT

In this chapter, let us study how to **Publish content**. Every content is either published or unpublished. Published content is open for visitors to view while unpublished content cannot be viewed. We can make use of this feature to hide the content from public view without deleting it.

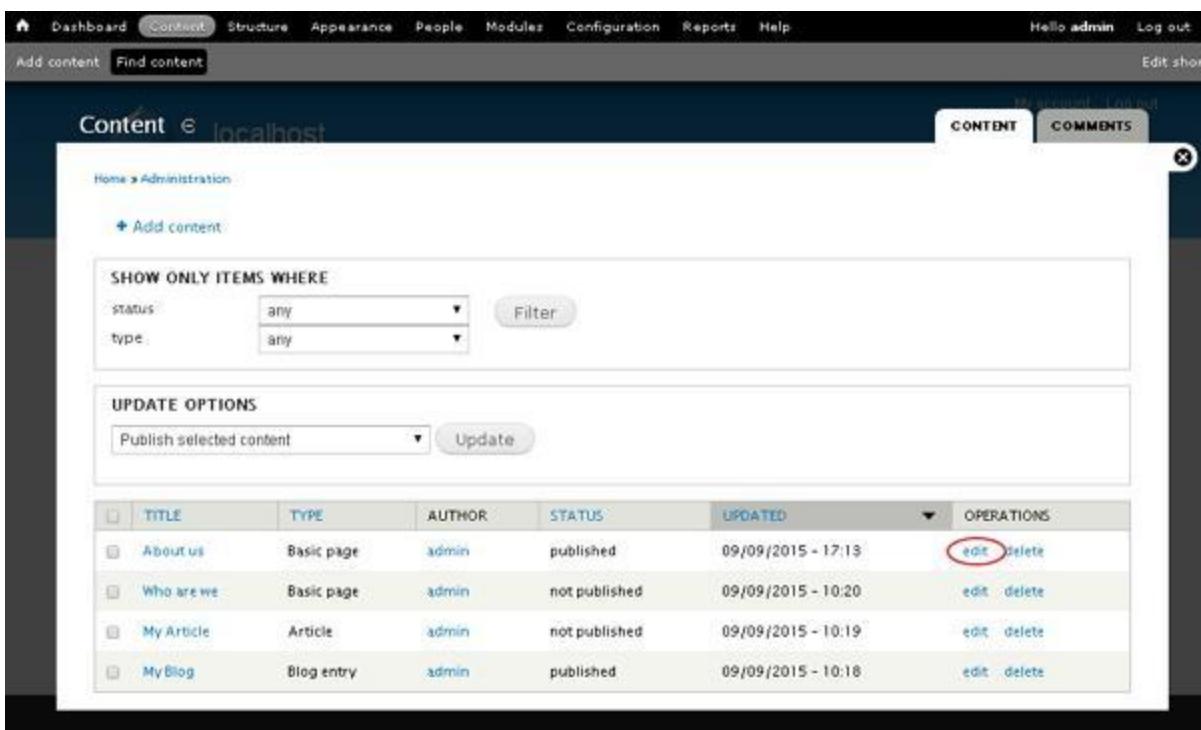
Following are the simple steps to enable or disable publishing options for content.

Step (1): Click the **Content** tab as shown in the following screen.



The screenshot shows the Drupal administrative interface. At the top, there is a navigation bar with links: Dashboard, Content (which is highlighted with a red oval), Structure, Appearance, People, Modules, Configuration, Reports, and Help. On the right side of the header, it says "Hello admin" and "Log out". Below the header, there is a search bar with "Add content" and "Find content" buttons. The main content area has a blue header with the text "localhost" and a blue water drop logo. On the far right of the header, there are "Edit shortcut" and "My account Log out" links.

Step (2): You can select any of the content. Let us choose **About us** (About us page was created in the chapter Drupal - Create Content), and click **edit** as shown in the following screen.



The screenshot shows the "Content" management screen. At the top, there is a navigation bar with links: Dashboard, Content (highlighted with a red oval), Structure, Appearance, People, Modules, Configuration, Reports, and Help. On the right side of the header, it says "Hello admin" and "Log out". Below the header, there is a search bar with "Add content" and "Find content" buttons. The main content area has a dark header with the text "Content" and "localhost". On the right, there are tabs for "CONTENT" (highlighted with a red oval) and "COMMENTS". Below the tabs, there is a "Home > Administration" breadcrumb trail and a "+ Add content" button. There are two sections: "SHOW ONLY ITEMS WHERE" (status: any, type: any) and "UPDATE OPTIONS" (Publish selected content, Update button). The main table lists four content items:

| | TITLE | TYPE | AUTHOR | STATUS | UPDATED | OPERATIONS |
|--------------------------|------------|------------|--------|---------------|--------------------|---|
| <input type="checkbox"/> | About us | Basic page | admin | published | 09/09/2015 - 17:18 | edit delete |
| <input type="checkbox"/> | Who are we | Basic page | admin | not published | 09/09/2015 - 10:20 | edit delete |
| <input type="checkbox"/> | My Article | Article | admin | not published | 09/09/2015 - 10:19 | edit delete |
| <input type="checkbox"/> | My Blog | Blog entry | admin | published | 09/09/2015 - 10:18 | edit delete |

Step (3): Next, click **Publishing** options as shown in the following screen.

The screenshot shows the Drupal administrative interface for editing a basic page titled 'About us'. The 'Publishing options' section is highlighted with a red oval. The 'Published' checkbox is checked. Other publishing options like 'Promoted to front page' and 'Sticky at top of lists' are also visible. The 'Save' button at the bottom left is circled in red.

Step (4): Check the box of **Published** option and click **Save** as shown in the following screen.

This screenshot shows the same Drupal edit screen after the changes have been saved. The 'Published' checkbox in the 'Publishing options' section is now checked, indicating the page is published. The 'Save' button at the bottom left is circled in red.

Following are the details of the fields present in the preceding screen.

- **Published:** It specifies to publish your page.
- **Promoted to front page:** It displays your page on front page of your website.
- **Sticky at top of lists:** It displays your article or page, etc. at the top of the lists.

Step (5): You can see the status of the content will be changed.

The screenshot shows the Drupal Content administration interface. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a toolbar with 'Add content' and 'Find content' buttons, and tabs for 'CONTENT' and 'COMMENTS'. A success message 'Basic page About us has been updated.' is displayed in a green box. Under 'CONTENT', there's a section titled 'SHOW ONLY ITEMS WHERE' with dropdowns for 'status' (any) and 'type' (any), and a 'Filter' button. Below this is an 'UPDATE OPTIONS' section with a dropdown set to 'Publish selected content' and an 'Update' button. The main area contains a table with four rows, each representing a content item. The first row, 'About us updated', is highlighted with a red border. The table columns are TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS. The data is as follows:

| TITLE | TYPE | AUTHOR | STATUS | UPDATED | OPERATIONS |
|------------------|------------|--------|---------------|--------------------|---------------|
| About us updated | Basic page | admin | not published | 09/09/2015 - 17:23 | edit delete |
| Who are we | Basic page | admin | not published | 09/09/2015 - 10:20 | edit delete |
| My Article | Article | admin | not published | 09/09/2015 - 10:19 | edit delete |
| My Blog | Blog entry | admin | published | 09/09/2015 - 10:18 | edit delete |

16. MENU MANAGEMENT

In this chapter, we will study about Menu Management in Drupal. Menu Management is the important part to navigate through Drupal admin page. Following is the screen for Drupal Menu Management.



Dashboard

It displays the list of articles or pages which are created. It is the first screen that will get displayed when you log into administration area.

A screenshot of the Drupal dashboard. The top navigation bar is identical to the previous screenshot. The main content area is titled 'Dashboard'. It contains several blocks: 'Recent content' (which says 'No content available.'), a 'Search form' block with a search input field and a 'Search' button, a 'Notice' block containing the text 'This is my first block in Drupal', and a 'Who's new' block showing '1 admin'.

Content

This feature can help you in creating, managing and finding new pages. The table gets displayed with the detail of the articles, i.e. status, title, updated, author and operation (Edit and delete).

The screenshot shows the Drupal Content management interface. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add content' and 'Find content' buttons. The main area is titled 'Content' with a sub-section 'tutorials Point'. It shows a breadcrumb path: Home > Administration. There are buttons for '+ Add content' and 'Edit shortcuts'. The 'CONTENT' tab is highlighted. Below the title, there's a section 'SHOW ONLY ITEMS WHERE' with dropdowns for 'status' (any) and 'type' (any), and a 'Filter' button. Another section 'UPDATE OPTIONS' has a dropdown 'Publish selected content' and an 'Update' button. At the bottom, there's a table header with columns: TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS. The table body says 'No content available.'

Structure

Structure includes the blocks, manage content types, add new menu links to the site and manage administrative tagging of content.

The screenshot shows the Drupal Structure management interface. The navigation bar is identical to the Content interface. The 'STRUCTURE' tab is highlighted. The main area is titled 'Structure' with a sub-section 'tutorials Point'. It shows a breadcrumb path: Home > Administration. A sidebar on the left lists four items: 'Blocks' (Configure what block content appears in your site's sidebars and other regions), 'Content types' (Manage content types, including default status, front page promotion, comment settings, etc.), 'Menus' (Add new menus to your site, edit existing menus, and rename and reorganize menu links), and 'Taxonomy' (Manage tagging, categorization, and classification of your content). There's also a 'My account' and 'Log out' link at the top right.

- **Block:** Blocks are a container objects used to organize your content on your website. It can be displayed in the region on your page.
- **Content types:** Content type defines the way the contents are collected and displayed.
- **Menus:** Menus are used to set the URL links for your site.
- **Taxonomy:** Taxonomy can be thought of classifying website content which display specific content based on taxonomy terms.

Appearance

A list of themes are displayed. You can install the theme, update the existing theme or switch the themes.

The screenshot shows the 'Appearance' page in the Drupal admin interface. The top navigation bar includes links for Dashboard, Content, Structure, Appearance (which is highlighted), People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add content' and 'Find content' options. A toolbar at the top right includes 'Edit shortcuts' and 'My account'. The main content area has tabs for LIST, UPDATE, and SETTINGS. The title 'Appearance' is followed by the subtitle 'Set and configure the default theme for your website. Alternative themes are available.' Below this, there's a link to '+ Install new theme'. The section 'ENABLED THEMES' displays the 'Bartik 7.39 (default theme)'. It shows a preview of the theme's layout with a header, sidebar, and content area containing placeholder text 'Donec felis eros, blandit non'. To the right of the preview, a brief description states 'A flexible, recolorable theme with many regions.' and a 'Settings' link. The overall interface is dark-themed.

People

You can create a new user account or mange the existing user.

The screenshot shows the 'People' page in the Drupal admin interface. The top navigation bar includes links for Dashboard, Content, Structure, Appearance, People (which is highlighted), Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add content' and 'Find content' options. A toolbar at the top right includes 'Edit shortcuts' and 'My account'. The main content area has tabs for LIST and PERMISSIONS. The title 'People' is followed by the subtitle 'Home > Administration'. Below this, there's a link to '+ Add user'. The 'SHOW ONLY USERS WHERE' section contains dropdown menus for 'role' (any), 'permission' (any), and 'status' (any), with a 'Filter' button. The 'UPDATE OPTIONS' section includes a dropdown menu set to 'Unblock the selected users' and an 'Update' button. The bottom part of the screen shows a table with columns for USERNAME, STATUS, ROLES, MEMBER FOR, LAST ACCESS, and OPERATIONS. One row is visible for the user 'admin', which is marked as active, has the role 'administrator', joined 1 day 4 hours ago, last accessed 2 min 43 sec ago, and has an 'edit' link in the operations column. The overall interface is dark-themed.

Modules

You can enable or disable the modules present in it or can install a new module.

The screenshot shows the Drupal administration interface under the 'Modules' tab. The 'CORE' section is expanded, displaying three modules:

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|------------|---------|--|--|
| <input type="checkbox"/> | Aggregator | 7.39 | Aggregates syndicated content (RSS, RDF, and Atom feeds). | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Block | 7.39 | Controls the visual building blocks a page is constructed with. Blocks are boxes of content rendered into an area, or region, of a web page. Required by: Dashboard (enabled) | Help Permissions Configure |
| <input type="checkbox"/> | Blog | 7.39 | Enables multi-user blogs. | |

Configuration

This is an important part in the Drupal backend. Any changes done in this configuration, will affect the entire website. You can do the user account setting, site information setting or any other general site setting.

The screenshot shows the Drupal administration interface under the 'Configuration' tab. It displays several configuration sections:

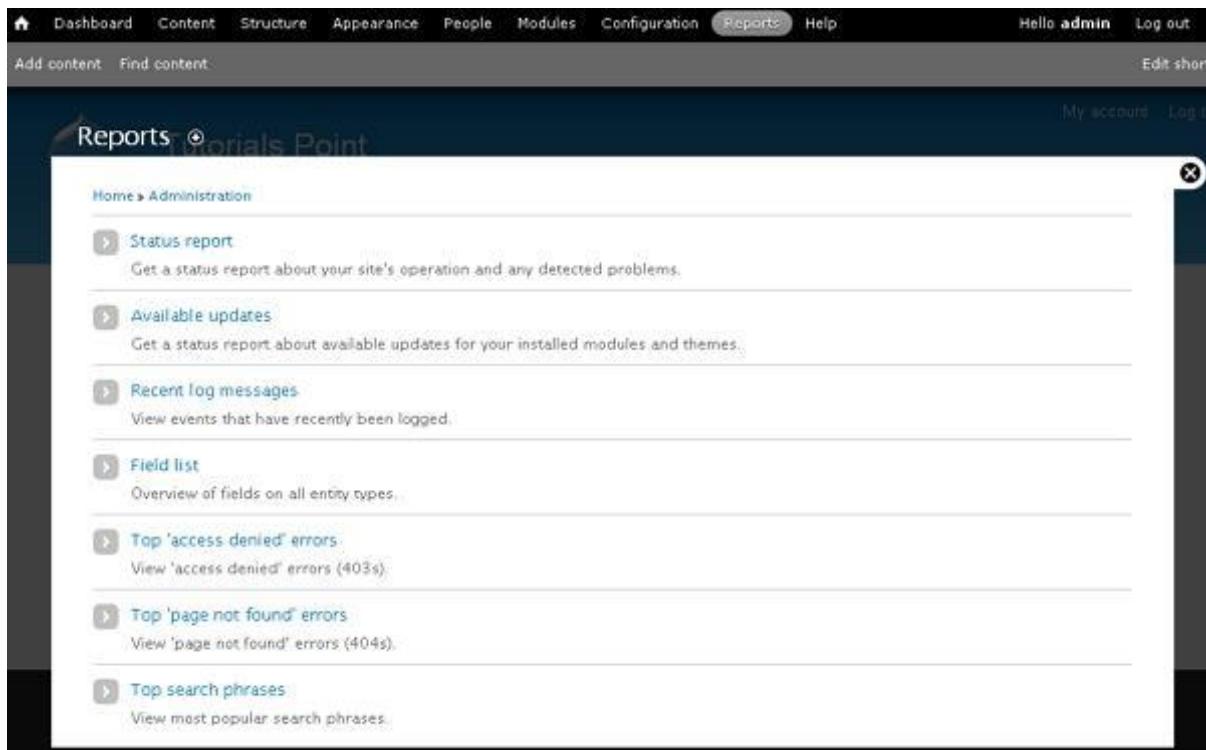
- PEOPLE**
 - [Account settings](#): Configure default behavior of users, including registration requirements, e-mails, fields, and user pictures.
 - [IP address blocking](#): Manage blocked IP addresses.
- CONTENT AUTHORIZING**
 - [Text formats](#): Configure how content input by users is filtered, including allowed HTML tags. Also allows enabling of module-provided filters.
- SYSTEM**
 - [Site information](#): Change site name, e-mail address, slogan, default front page, and number of posts per page, error pages.
 - [Actions](#): Manage the actions defined for your site.
 - [Cron](#): Manage automatic site maintenance tasks.
- USER INTERFACE**
 - [Shortcuts](#): Add and modify shortcut sets.

Following are the details of the fields present in the preceding screen.

- **People:** Manages the user settings and IP address setting.
- **System:** Manages the basic site information, advanced actions and site maintenance task.
- **Content Authoring:** Manages the content input by the users including HTML tags.
- **User Interface:** Sets the shortcut for menu on the admin account page.
- **Media:** Manages the media settings in Drupal sites.
- **Development:** Manages the errors and page caching for users.
- **Search and Meta Data:** Set the alternative URL for specific page and the search engine maintains an index of words found in site content.
- **Web Services:** Displays the RSS feed from your site.
- **Regional and Language:** Sets the website time zone and displays the date and time.

Reports

It displays the information of available updates, recent log messages, and site security.



The screenshot shows the 'Reports' page in a Drupal administration interface. The top navigation bar includes links for Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports (which is highlighted), Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add content' and 'Find content' buttons. The main content area has a dark header 'Reports Tutorials Point'. It lists several items under 'Home > Administration':

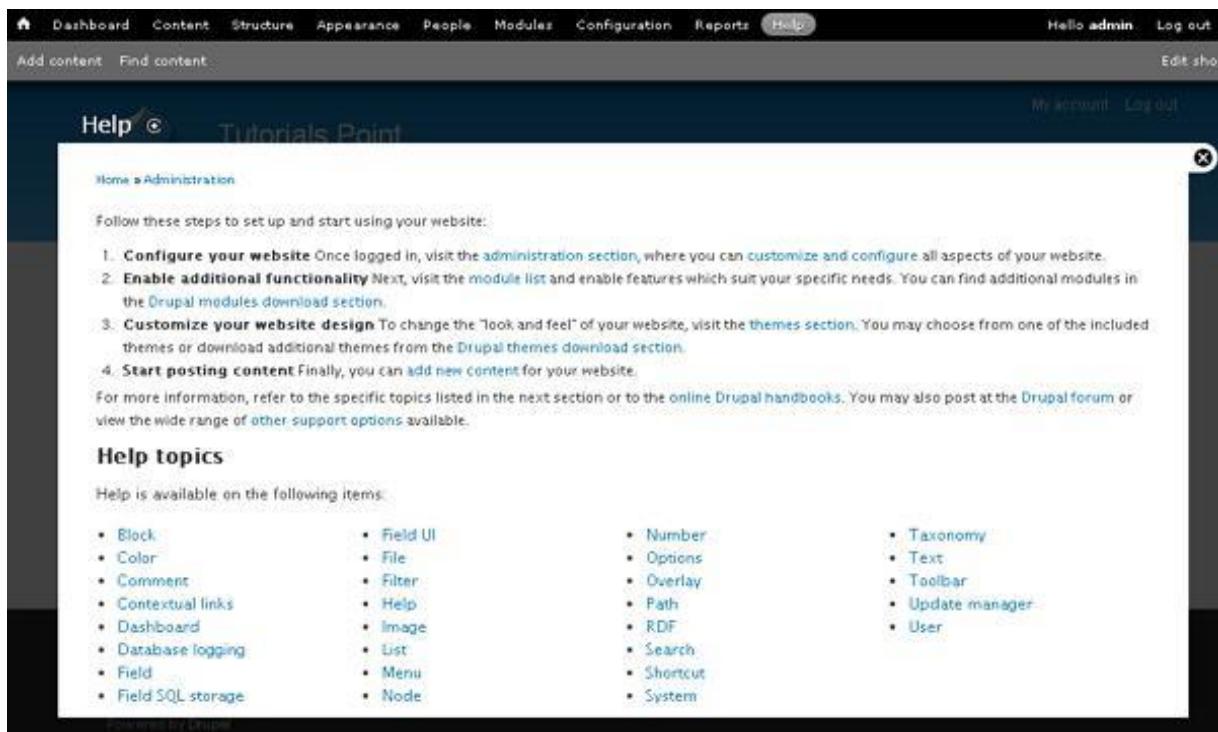
- Status report**: Get a status report about your site's operation and any detected problems.
- Available updates**: Get a status report about available updates for your installed modules and themes.
- Recent log messages**: View events that have recently been logged.
- Field list**: Overview of fields on all entity types.
- Top 'access denied' errors**: View 'access denied' errors (403s).
- Top 'page not found' errors**: View 'page not found' errors (404s).
- Top search phrases**: View most popular search phrases.

Following are the details of the fields present in the preceding screen.

- **Status report:** Creates your Drupal site status report.
- **Available updates:** Gives status update for you available installed modules and themes.
- **Recent log messages:** Displays messages which are recently logged.
- **Field List:** Displays the list of fields configured on your site.
- **Top 'access denied' errors:** Displays access denied error message when user tries to access the unauthorized page.
- **Top 'Page not found' errors:** Displays an error message as *Page not found* when there is no specified URL present in the Drupal site.
- **Top search phrases:** Displays the most searched phrases on your Drupal site.

Help

It displays the help screen, where documentation pages of online modules are listed.



The screenshot shows the Drupal administration interface with a dark theme. At the top, there's a navigation bar with links for Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports, and Help. The 'Help' link is highlighted. On the right, it says 'Hello admin' and 'Log out'. Below the navigation, there's a search bar with 'Add content' and 'Find content' buttons. The main content area has a title 'Help' with a 'Tutorials Point' logo. It includes a breadcrumb trail: Home > Administration > Help. Below the title, it says 'Follow these steps to set up and start using your website:'. There's a numbered list of steps: 1. Configure your website, 2. Enable additional functionality, 3. Customize your website design, and 4. Start posting content. It also mentions that for more information, refer to specific topics or online Drupal handbooks. A section titled 'Help topics' lists various Drupal modules with their descriptions:

| | | | |
|---------------------|------------|------------|------------------|
| • Block | • Field UI | • Number | • Taxonomy |
| • Color | • File | • Options | • Text |
| • Comment | • Filter | • Overlay | • Toolbar |
| • Contextual links | • Help | • Path | • Update manager |
| • Dashboard | • Image | • RDF | • User |
| • Database logging | • List | • Search | |
| • Field | • Menu | • Shortcut | |
| • Field SQL storage | • Node | • System | |

17. TAXONOMIES

Taxonomy can be thought of classifying website content which display specific content based on taxonomy terms. Drupal taxonomy is made up of:

- **Term:** It is used to manage or describe the content.
- **Vocabulary:** It is set of terms.

Following are the steps to work with Drupal Taxonomy:

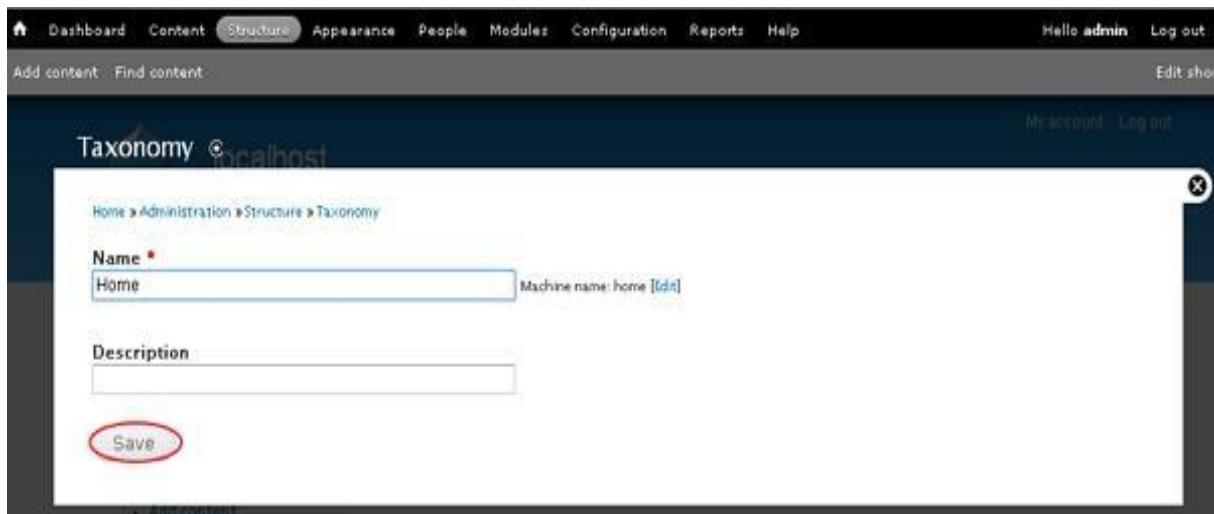
Step (1): Go to **Structure** and click the **Taxonomy** option.

The screenshot shows the Drupal 8 administration interface. The top navigation bar has tabs for Dashboard, Content, Structure (which is highlighted with a red oval), Appearance, People, Modules, Configuration, Reports, and Help. On the right, it says "Hello admin" and "Log out". Below the navigation is a search bar with "Add content" and "Find content". The main content area is titled "Structure" and shows a list of configuration options: Blocks, Content types, Menus, and Taxonomy. The "Taxonomy" link is also highlighted with a red oval.

Step (2): You can create a new vocabulary for Drupal taxonomy by clicking on **Add vocabulary** link.

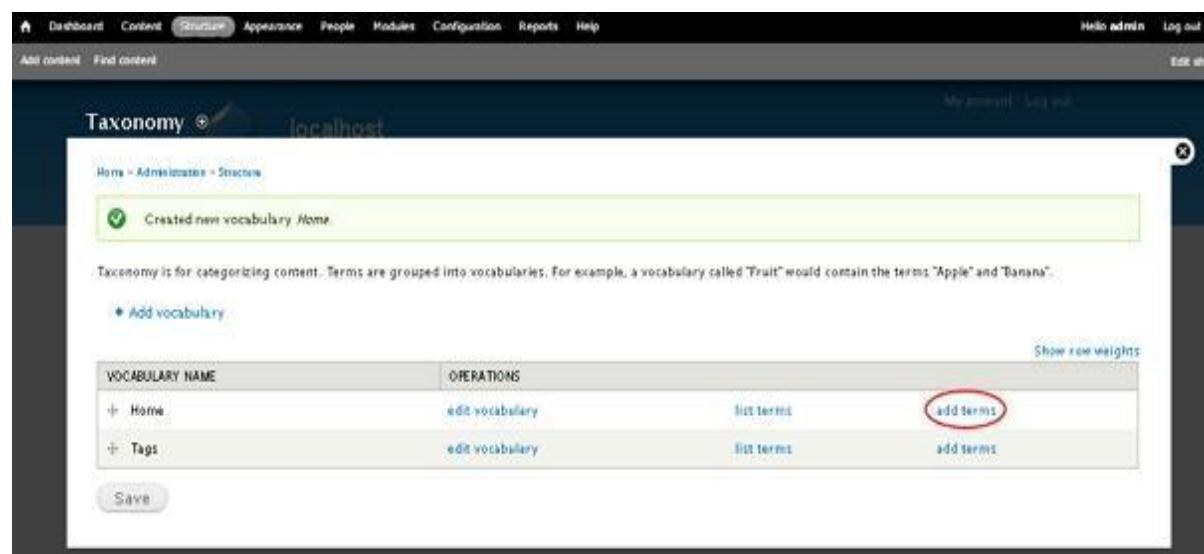
The screenshot shows the Drupal 8 administration interface on the Taxonomy page. The top navigation bar and search bar are the same as the previous screenshot. The main content area is titled "Taxonomy" and contains a brief description of what taxonomy is. Below this, there is a link labeled "+ Add vocabulary" which is highlighted with a red oval. A table below shows a single vocabulary entry named "Tags" with three operations: "edit vocabulary", "list terms", and "add terms".

Step (3): You will get a screen with **Name** field for adding name for your vocabulary which is mandatory and **Description** field is used for adding description for the vocabulary. Click the **Save** button.



The screenshot shows the 'Taxonomy' page on a Drupal site. The URL is 'localhost'. The top navigation bar includes 'Dashboard', 'Content', 'Structure' (which is active), 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. On the right, it says 'Hello admin' and 'Log out'. Below the navigation, there's a search bar with 'Add content' and 'Find content'. The main content area has a title 'Taxonomy' with a link to 'localhost'. Below it, the breadcrumb trail shows 'Home > Administration > Structure > Taxonomy'. A form is displayed with a 'Name *' field containing 'Home' and a 'Machine name' note '(home) [edit]'. There's also a 'Description' field and a 'Save' button, which is circled in red.

Step (4): Click **add terms** to add new terms to the created vocabulary as shown in the following screen.



The screenshot shows the 'Taxonomy' list page. The URL is 'localhost'. The top navigation bar is identical to the previous screenshot. The main content area shows a success message: 'Created new vocabulary Home.' with a green checkmark icon. Below it, a note says 'Taxonomy is for categorizing content. Terms are grouped into vocabularies. For example, a vocabulary called "Fruit" would contain the terms "Apple" and "Banana".'. A link to 'Add vocabulary' is present. The table lists two vocabularies: 'Home' and 'Tags'. For each, there are 'edit vocabulary' and 'list terms' links in the 'OPERATIONS' column, and 'add terms' links in the same column, which are circled in red. A 'Save' button is at the bottom left of the table.

| VOCABULARY NAME | OPERATIONS |
|-----------------|---|
| Home | edit vocabulary list terms add terms |
| Tags | edit vocabulary list terms add terms |

Step (5): The screen shows some fields as seen in the following screen.

The screenshot shows the 'Manage Display' screen for a term named 'Blog'. The 'Text format' dropdown is set to 'Filtered HTML'. The 'URL alias' field is empty. In the 'Relations' section, the 'Parent terms' dropdown is set to 'None'. The 'Weight' input field contains the value '0'. A note below states: 'Terms are displayed in ascending order by weight.' The 'Save' button at the bottom left is highlighted with a red circle.

Following are the details of the fields present in the preceding screen.

- **Name:** It specifies name of the term.
- **Description:** It is used for adding description for the term.
- **Text format:** It provides different types of formats by using dropdown menu.
- **URL alias:** It optionally specifies an alternative URL by which this term can be accessed.
- **Relations**
 - **Parent Terms:** In this field, you can set a term as the parent term
 - **Weight:** Specifies weight for each term which will then display in ascending order by weight.

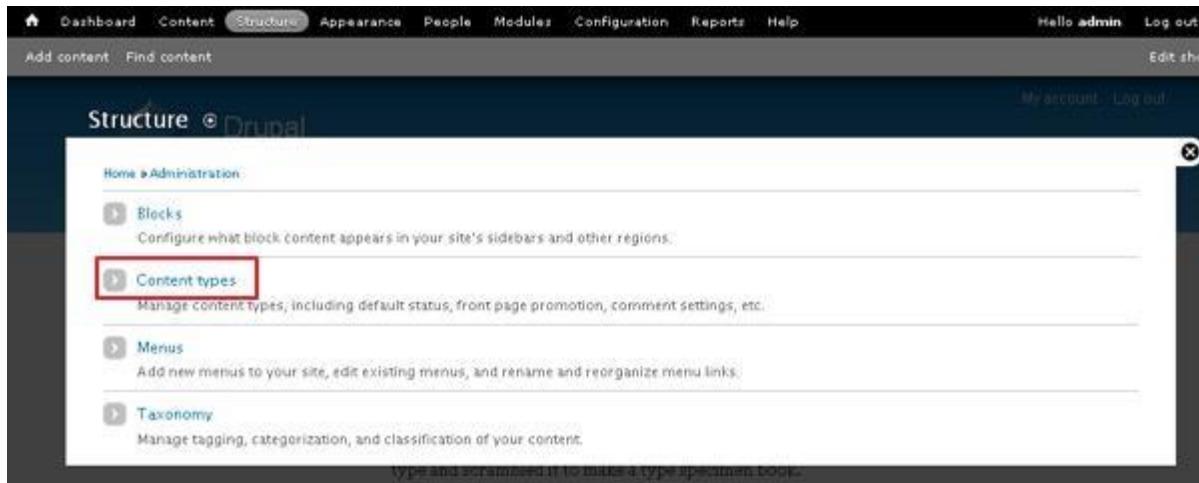
After filling all the fields, click the **Save** button.

18. COMMENTS

In this chapter, we will study about **Comments** in Drupal. You can enable or disable the comments on your website. You can control, who can comment on your website's content and who can manage those comments.

Following are the simple steps to configure comments in Drupal.

Step (1): Go to **Structure** and click **Content types** as shown in the following screen.



The screenshot shows the Drupal administration interface under the 'Structure' tab. The 'Content types' link is highlighted with a red box. The URL in the address bar is `http://drupal/admin/structure/types/manage/article`.

Step (2): Click on **Edit** link that you would like to change the comment setting.



The screenshot shows the 'Content types' page. The 'Article' content type is selected, and its edit link is highlighted with a red box. The URL in the address bar is `http://drupal/admin/structure/types/manage/article/edit`.

Step (3): Click **Comment settings** category as shown in the following screen.

Submission form settings

Title

Publishing options

Published

Display settings

Don't display post information

Comment settings

Open, Threading , 50 comments per page

Menu settings

Step (4): Select **open** from the drop-down menu under **Default comment setting for new content**. This will allow comments on your website.

Submission form settings

Title

Publishing options

Published

Display settings

Don't display post information

Comment settings

Closed, Threading , 50 comments per page

Menu settings

Default comment setting for new content

- Closed ▾
- Open** ←
- Closed
- Hidden

comment replies in a threaded list.

Comments per page

50 ▾

Allow comment title

Show reply form on the same page as comments

Preview comment

Disabled

Optional

Required

Save content type

Delete content type

Click the **Save Content type** button to save your configuration settings.

19. USER MANAGEMENT

User Management manages the information of the user, which allows creating or deleting the user, changing passwords, time and roles.

Following are the simple steps to manage the users in Drupal.

Step (1): Click People --> Permissions Tab.

The screenshot shows the 'Permissions' tab selected in the 'People' module of a Drupal site. The page displays a table of permissions categorized by module, such as Block, Comment, Contextual links, Dashboard, Filter, Image, Menu, Node, Overlay, Path, Search, Shortcut, System, Taxonomy, Toolbar, User, and Content. Each permission has checkboxes for the three user roles. A red circle highlights the 'Permissions' tab at the top right, and a red box highlights both the 'Permissions' and 'Roles' tabs.

| PERMISSION | ANONYMOUS USER | AUTHENTICATED USER | ADMINISTRATOR |
|---|-------------------------------------|-------------------------------------|-------------------------------------|
| Block | | | |
| Administer blocks | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Comment | | | |
| Administer comments and comment settings | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| View comments | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Post comments | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Skip comment approval | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Edit own comments | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Contextual links | | | |
| Use contextual links | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Use contextual links to perform actions related to elements on a page. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Dashboard | | | |
| View the administrative dashboard | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Customizing the dashboard requires the Administer blocks permission. | | | |
| Filter | | | |
| Administer text formats and filters | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Define how text is handled by combining filters into text formats. Warning: Give to trusted roles only; this permission has security implications. | | | |
| Use the Advanced HTML text format | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: This permission may have security implications depending on how the text format is configured. | | | |
| Use the Full HTML text format | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: This permission may have security implications depending on how the text format is configured. | | | |
| Image | | | |
| Administer image styles | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Create and modify styles for generating image modifications such as thumbnails. | | | |
| Menu | | | |
| Administer menus and menu items | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Node | | | |
| Erase content access control | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| View, edit and delete all content regardless of permission restrictions. Warning: Give to trusted roles only; this permission has security implications. | | | |
| Administer content types | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| Administer content | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| Overlay | | | |
| Access the administrative overlay | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| View administrative pages in the overlay. | | | |
| Path | | | |
| Administer URL aliases | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Create and edit URL aliases | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Search | | | |
| Administer search | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Use search | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Use advanced search | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Shortcut | | | |
| Administer shortcuts | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Edit current shortcut set | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Editing the current shortcut set will affect other users if that set has been assigned to or shared with them. Note: This permission is required along with the Administer users permission to grant permission to edit any shortcut set. | | | |
| Select any shortcut set | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| From all shortcut sets, select one to be own active set. Without this permission, an administrator selects shortcut sets for users. | | | |
| System | | | |
| Administer modules | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Administer site configuration | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| Administer themes | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Administer software updates | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| Administer actions | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Use the administration pages and help | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Use the site in maintenance mode | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Taxonomy | | | |
| Administer vocabularies and terms | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Edit terms in Tags | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Delete terms from Tags | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Toolbar | | | |
| Use the administration toolbar | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| User | | | |
| Administer permissions | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| Administer users | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| View user profiles | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Change own username | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Cancel own user account | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Note: content may be held, unpublished, deleted or transferred to the Anonymous user depending on the configured user settings. | | | |
| Select method for cancelling own account | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Warning: Give to trusted roles only; this permission has security implications. | | | |
| Save permissions | | | |

In Permission tab, you can view two more tabs i.e. Permissions and Roles as shown in the preceding screen.

- **Permission**

This section is related to posting content permission. It contains the following types of permission:

- **Block:** Sets permission to view, create, enable and disable the blocks.

- **Comment:** Sets permission to users to view, edit, post comment or skip comment approval.
 - **Contextual links:** Sets permission to use contextual link to perform action related to elements on a page.
 - **Dashboard:** Sets permission to allow users to view and make changes in the dashboard.
 - **Filter:** Permission to filter the amount of roles and permission on the site.
 - **Image:** Permission to create or modify the styles of images.
 - **Menu:** Allows permission to access menu items and create menu through the admin interface.
 - **Node:** Allows to manage the view, edit and delete permissions for content type.
 - **Overlay:** Sets permission to display administrative page as a layer over the current page.
 - **Path:** Sets permission to access path to all pages of Drupal site.
 - **Search:** Sets permission to use normal and advanced search.
 - **Shortcut:** Allows permission to set the shortcut toolbar on top of the page.
 - **System:** Permission is granted to administer site configuration, view the themes, site reports, etc.
 - **Taxonomy:** Permission to set the vocabularies and terms, and also to edit and delete terms in tags.
 - **Toolbar:** Allows permission to access the administration toolbar.
 - **User:** Sets permission to individual users without assigning any special role to provide an interface.
- **Roles**
- It allows to set permissions for group of users by defining their roles. You can create the roles and edit permissions for each user.

| NAME | OPERATIONS |
|-----------------------------|--|
| anonymous user (locked) | edit permissions |
| authenticated user (locked) | edit permissions |
| administrator | edit role edit permissions |

[Add role](#)

[Save order](#)

- o **Anonymous user:** Allows user to access your website without asking them for the username or password.
- o **Authenticated user:** Allows only those users to access your website, who are authenticated to use it.
- o **Administrator:** User who is responsible to manage the complete website and allow users to create or view by his permission.

20. OPTIMIZATION

In this chapter, we will learn how to optimize Drupal to improve its performance and speed. There are few steps through which we can improve the performance of the website.

Following are some of the ways to optimize the website.

Enable Page Caching

Enable **Cache blocks** and **Cache pages for Anonymous Users**. Page caching lets your contents store in different database cache tables. Page cache is stored in the HTML content. It optimizes the page load time for anonymous users.

Step (1): Click **Configuration** from the menu bar.



Step (2): In **Development** section click Performance.

A screenshot of the Drupal 8 Development section. The title 'DEVELOPMENT' is at the top. Below it is a list of items: 'Performance' (which is highlighted with a red box), 'Logging and errors', and 'Maintenance mode'. Each item has a brief description below it. The 'Performance' item is described as enabling or disabling page caching for anonymous users and setting CSS and JS bandwidth optimization options.

Step (3): Enable **Cache blocks** and **Cache pages for Anonymous Users** by checking both the boxes. Then, click **Save Configuration**.

CACHING

Cache pages for anonymous users
 Cache blocks

Minimum cache lifetime
 <none>

Cached pages will not be re-created until at least this much time has elapsed.

Expiration of cached pages
 <none>

The maximum time an external cache can use an old version of a page.

BANDWIDTH OPTIMIZATION

External resources can be optimized automatically, which can reduce both the size and number of requests made to your website.

Aggregate and compress CSS files.
 Aggregate JavaScript files.

Save configuration

Compress CSS files

If you have many CSS files, it can lower your websites speed. Compress them by enabling **Aggregate** and **Compress CSS files**.

BANDWIDTH OPTIMIZATION

External resources can be optimized automatically, which can reduce both the size and number of requests made to your website.

Aggregate and compress CSS files.
 Aggregate JavaScript files.

Save configuration

Enable this setting from **Administration->Configuration->Development->Performance** section. Drupal decreases the number and size of your CSS files.

Js Aggregation

Java files can also affect the performance and speed of your website. To compress this enable the Aggregate JavaScript files from the **Administration->Configuration->Development->Performance** in the bandwidth optimization section.

BANDWIDTH OPTIMIZATION

External resources can be optimized automatically, which can reduce both the size and number of requests made to your website.

Aggregate and compress CSS files.

Aggregate JavaScript files.

Save configuration

Moving Media Files and Static files to a CDN

This decreases the number of requests that a shared hosting handles. Use CDN (Content Delivery Network) that hosts your media files and static files. CDN acts as an external cache for your files and will store them in high performance servers so that it is optimized.

Optimize Images Size and Their Number

Do not have many images which consume more space as this leads to slow website. Always resize your images and have few that are related to your website.

Theme Optimization

Optimizing themes is a very important aspect. Media files like high quality images, videos, audios and flash can affect your website and slow down the speed resulting in low performance. Try reducing the size and number of media files or maybe you can avoid using flash.

21. SITE MANAGEMENT

In this chapter, we will study about **Site Backup** in Drupal. It helps in backing up the files and the database file.

Backup Files in Drupal

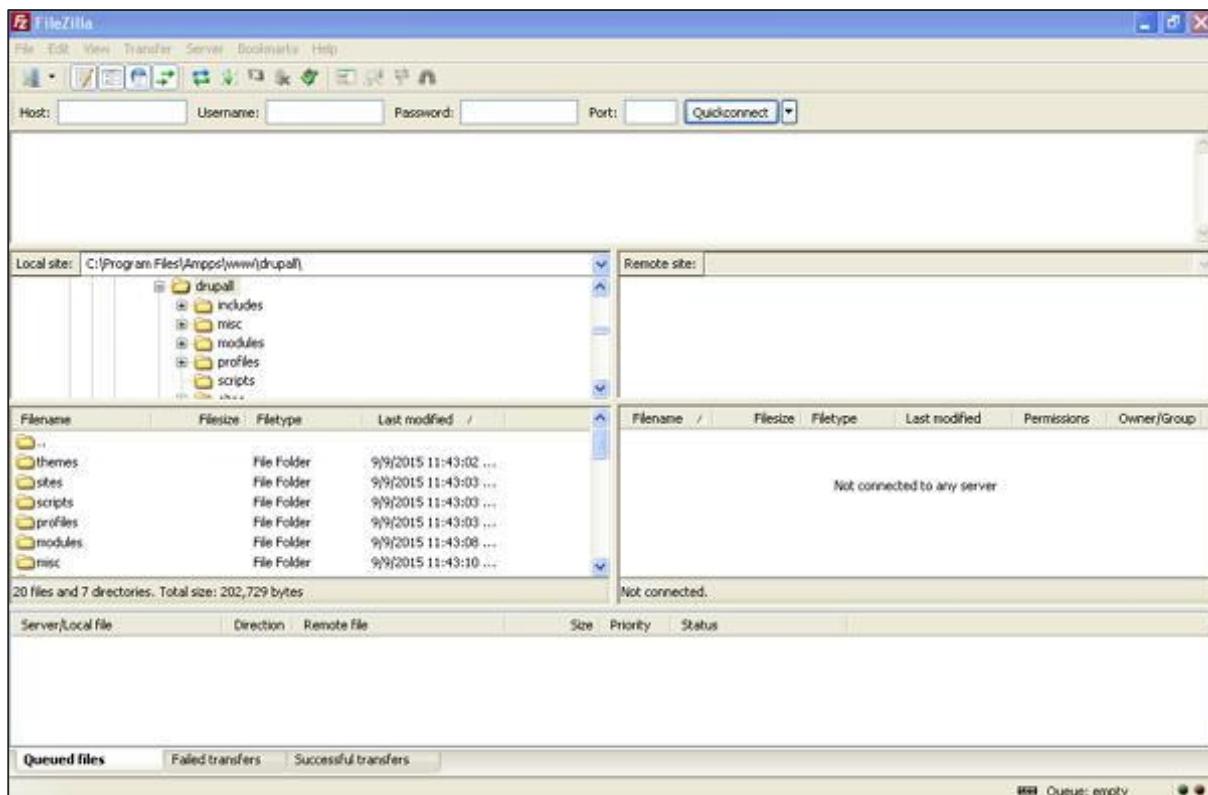
Backup Database in Drupal

Backup Files in Drupal

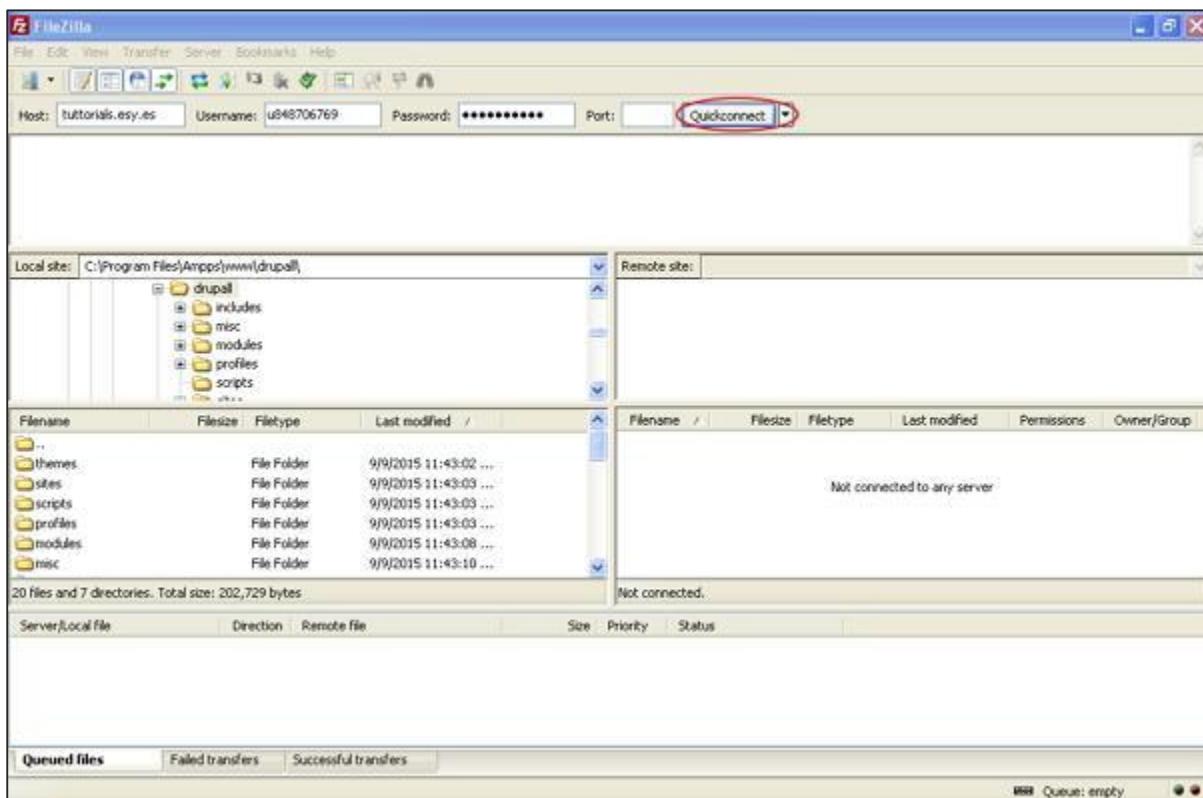
To get the backup files of Drupal, you need to install FileZilla Client on your system.

Following are the simple steps for file backup in Drupal:

Step (1): Open the **FileZilla** Client as shown in the following screen.

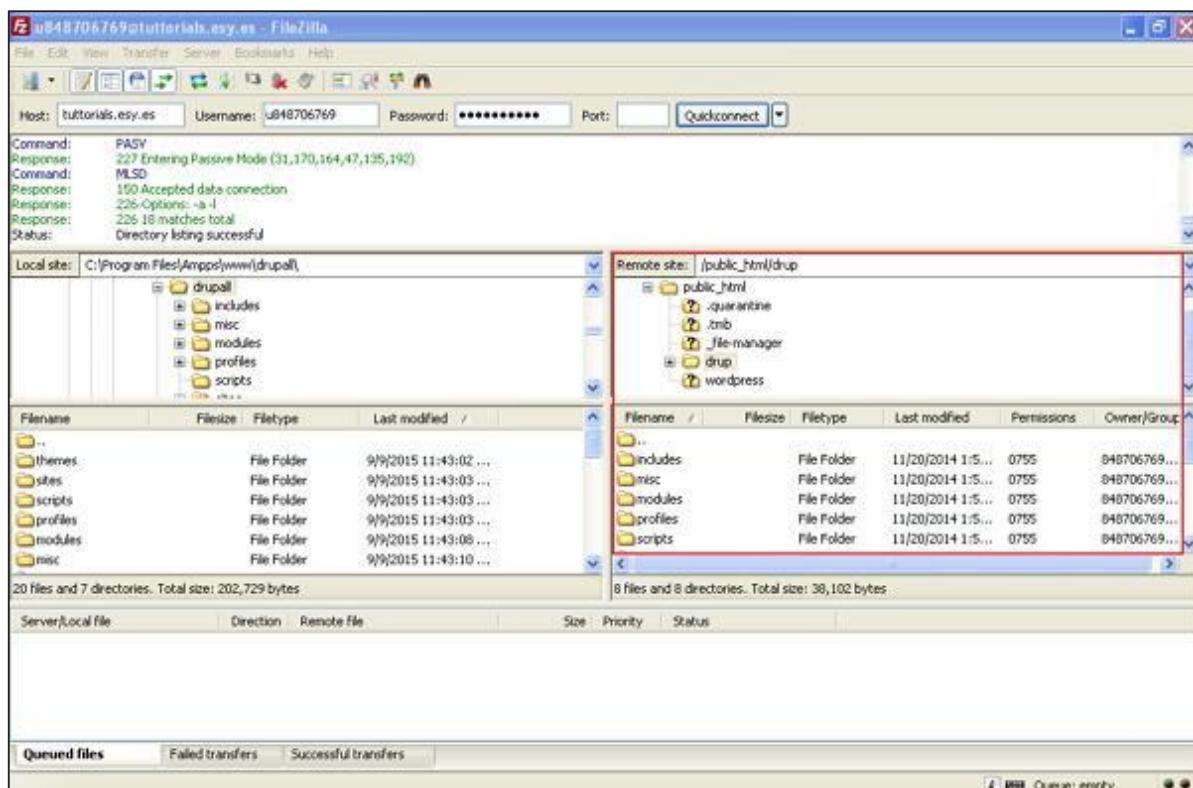


Step (2): Enter the **Host, Username, Password** and **Port** as you have used to login to your cPanel.

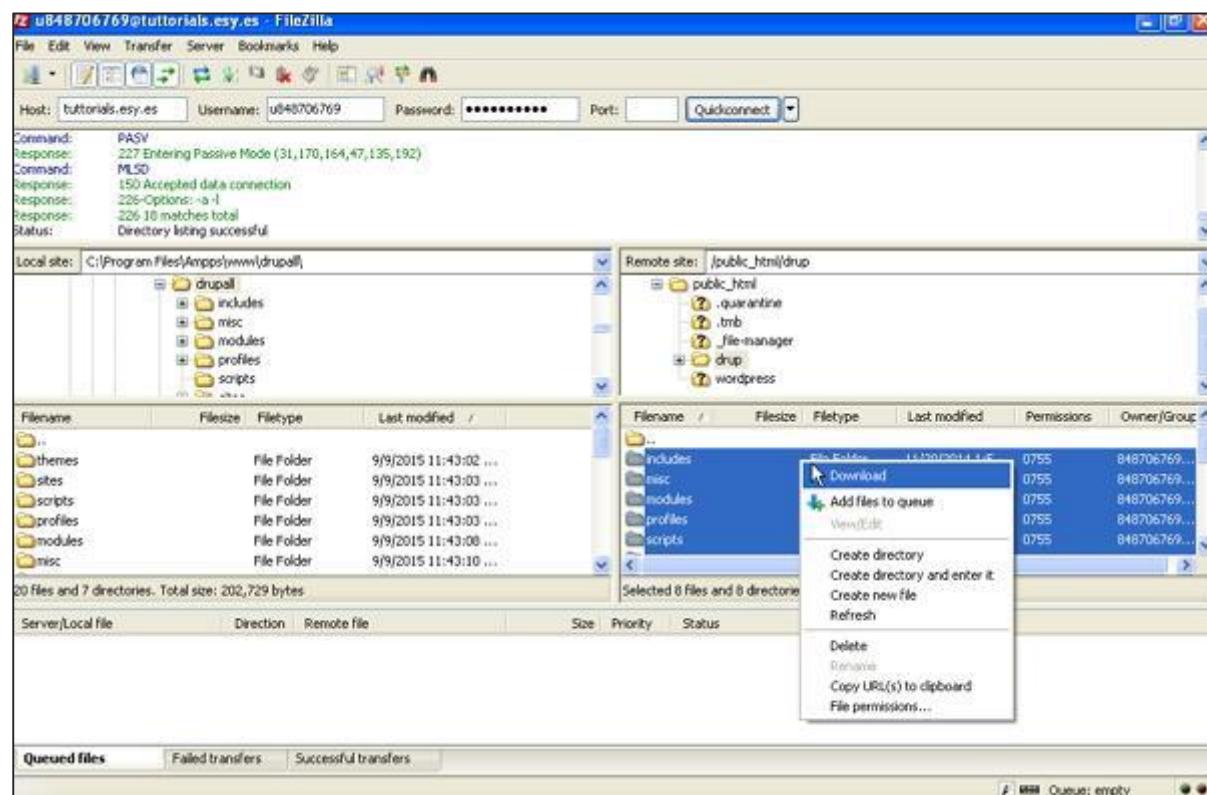


After filling all the fields, click **Quickconnect** button.

Step (3): You will get all files and folder of your Drupal site on the right side as shown in the following screen.



Step (4): Select all the files and folders and right click the mouse, click the **Download** option.



After downloading the Drupal files from cPanel, it will get saved on your system.

Backup Database in Drupal

Following are the simple steps for database backup in Drupal:

Step (1): Type the path <http://localhost/phpmyadmin> in browser. You will get the following screen.

The screenshot shows the phpMyAdmin interface with the following details:

- Left Panel:** Shows a tree view of databases: New, airtaxi, airtaxi1, bookstore, drupal, new_wordpress, test, wordpress, and wordpress1.
- Top Bar:** Includes tabs for Databases, SQL, Status, Users, Export, Import, Settings, Replication, and More.
- Create Database Form:** A form to create a new database with fields for Database name (set to 'drupal') and Collation (set to 'latin1_swedish_ci'). A 'Create' button is present.
- Note Message:** A message states: "Note: Enabling the database statistics here might cause heavy traffic between the web server and the MySQL server."
- Databases List:** A table showing the list of databases with their collations and privilege status. The 'drupal' database is highlighted.
- Action Buttons:** Buttons for Check All, With selected, Drop, and Enable Statistics.

Step (2): Click the database name *drupal*, which you have created for Drupal.

The screenshot shows the phpMyAdmin interface with the following details:

- Left Panel:** Shows a tree view of databases: New, airtaxi, airtaxi1, bookstore, drupal, new_wordpress, test, wordpress, and wordpress1. The 'drupal' database is circled in red.
- Top Bar:** Includes tabs for Databases, SQL, Status, Users, Export, Import, Settings, Replication, and More.
- Create Database Form:** A form to create a new database with fields for Database name (set to 'drupal') and Collation (set to 'latin1_swedish_ci'). A 'Create' button is present.
- Note Message:** A message states: "Note: Enabling the database statistics here might cause heavy traffic between the web server and the MySQL server."
- Databases List:** A table showing the list of databases with their collations and privilege status. The 'drupal' database is circled in red.
- Action Buttons:** Buttons for Check All, With selected, Drop, and Enable Statistics.

Step (3): After clicking on database *drupal*, it will open the following page, click **Export** tab.

The screenshot shows the phpMyAdmin interface for the 'drupal' database. The 'Export' tab is circled in red at the top of the menu bar. The left sidebar lists tables such as actions, authmap, batch, block, etc. The main area displays a grid of table details with columns for Action, Rows, Type, and Collation. The 'Export' tab is active, indicating the current step in the process.

Step (4): Next, you will find two methods to export the database i.e. **Quick** and **Custom**. Select any one of the methods and click the **Go** button.

The screenshot shows the 'Export' dialog box for the 'drupal' database. It includes sections for 'Export Method' (with 'Quick' selected), 'Format' (set to 'SQL'), and a large 'Go' button which is circled in red.

After exporting the database file, it will get saved on your system.

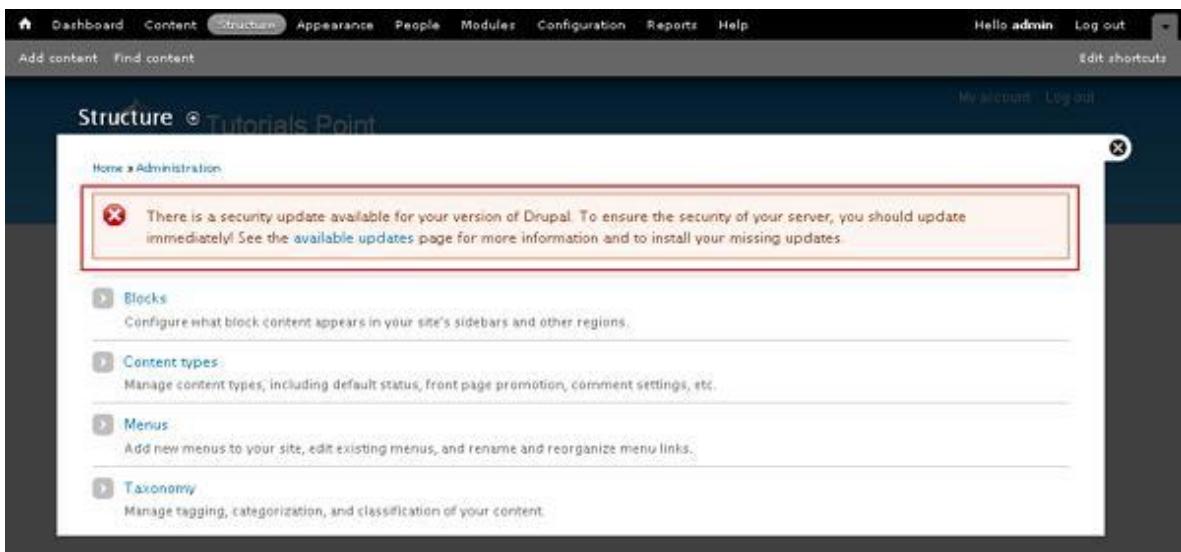
22. SITE UPGRADE

In this chapter, we will study how to upgrade the Drupal site. Upgrade is a process of enhancing the old version to the latest version. Here we will upgrade the Drupal to the latest version.

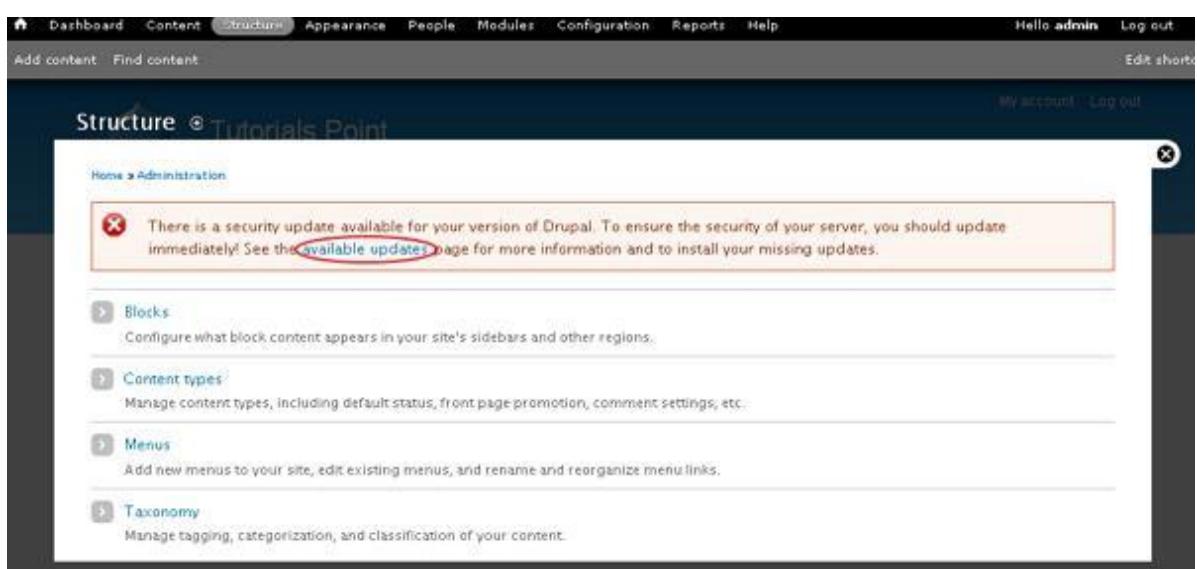
Below are simple steps to upgrade the site in Drupal.

Step (1): Backup your Drupal files. You can study about this in detail in the chapter [Drupal - Site Backup](#).

Step (2): If there is any upgradation to be done on Drupal site, then a message gets displayed on your site as shown in the following screen.



Step (3): Click on the highlighted word **available updates** in the message.



Step (4): You can now view the **Available Updates** page, where it shows exactly what upgradation is to be done on the site. Here, it shows you the recommended version to update your site. Click **Release notes**.

The screenshot shows the 'Available updates' page in the Drupal admin interface. It displays a table with one row for 'Drupal core (Security update)'. The 'RECOMMENDED VERSION' column shows '7.39' with a red circle around the '(Release notes)' link.

| NAME | INSTALLED VERSION | RECOMMENDED VERSION |
|-------------------------------|-------------------|----------------------|
| Drupal core (Security update) | 7.38 | 7.39 (Release notes) |

Step (5): It will take you to Drupal official site page where you can see the latest version *tar.gz* files available in Drupal. While writing this tutorial, the latest version was **drupal - 7.39.tar.gz**. Click **drupal - 7.39.tar.gz**.

The screenshot shows the official Drupal download page. It lists two download options: 'drupal-7.39.tar.gz' (3.1 MB) and 'drupal-7.39.zip' (3.56 MB). The 'drupal-7.39.tar.gz' link is circled in red.

| Download | Size | md5 hash |
|------------------------------------|---------|----------------------------------|
| drupal-7.39.tar.gz | 3.1 MB | 6f42a7e9c7a1c2c4c9c2f20c81b8e79a |
| drupal-7.39.zip | 3.56 MB | c6a90ddbb5a80ee652b83f8922ae5767 |

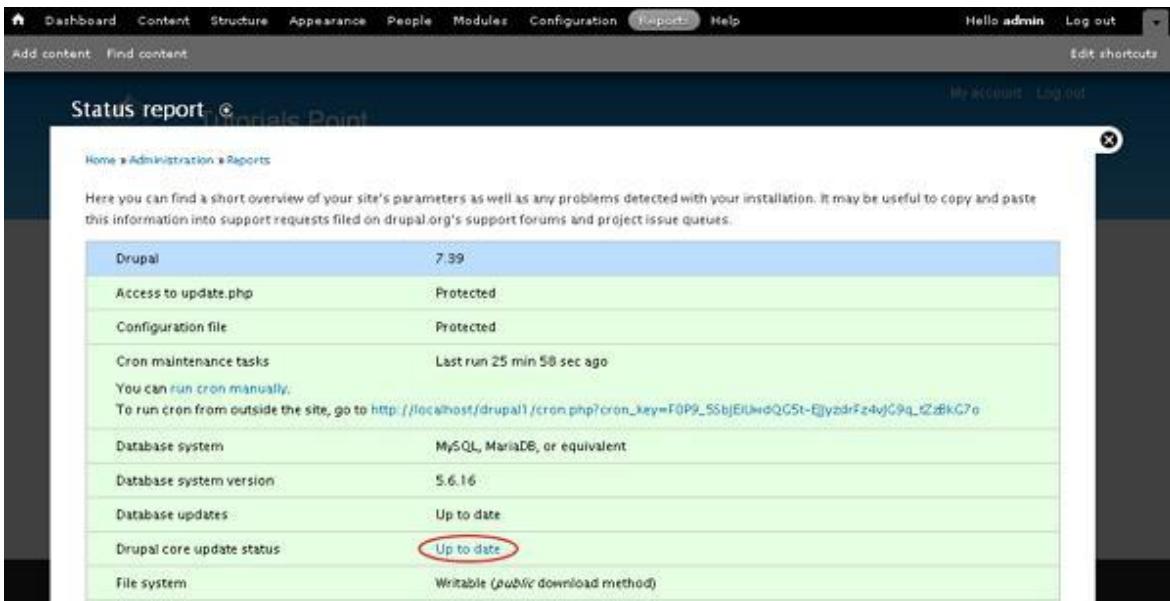
Last updated: August 19, 2015 - 21:18

The *tar.gz* files get downloaded on your system.

Step (6): Extract the downloaded file, copy all the files and folder except the **Sites** folder available inside the latest downloaded folder. Later, paste these files into your existing Drupal folder.

Step (7): Go to **Reports --> Available updates** or else you can refresh the page; here you will view a message as shown in the following screen.

The screenshot shows the 'Available updates' page again. A message at the top states 'All of your projects are up to date.' This message is circled in red.

Step (8): Click on Reports --> Status report.

The screenshot shows the 'Status report' page in the Drupal admin interface. The page title is 'Status report'. It displays various system status items:

| Item | Status |
|----------------------------|--|
| Drupal | 7.39 |
| Access to update.php | Protected |
| Configuration file | Protected |
| Cron maintenance tasks | Last run 25 min 58 sec ago |
| You can run cron manually. | To run cron from outside the site, go to http://localhost/drupal1/cron.php?cron_key=F0P9_SSbEJhhdQGSt-ElyzdrFz4vJCPq_LZzbKCG7o |
| Database system | MySQL, MariaDB, or equivalent |
| Database system version | 5.6.16 |
| Database updates | Up to date |
| Drupal core update status | Up to date |
| File system | Writable (public download method) |

You can now see that your site is upgraded to latest version and it will show the status *Up to date* for *Drupal core update status* as shown in the preceding screen.

23. ANNOUNCEMENTS

In this chapter, we will learn about **Announcements** in Drupal.

If you want to make any announcements on your website then you can do it through this feature. Declaration given to a visitor or user with the help of your website is announcements. It can be some important news, report, etc. It can be useful if you want to declare something important through your site that can be helpful for your visitors.

Following are the steps to create **Announcements** in Drupal.

Step (1): First click **Structure**.



Step (2): Click on **Content Types**.

A screenshot of the "Content types" page under the "Structure" menu. The left sidebar shows a "Navigation" link with sub-options "+ Add content" and "Feed aggregator". The main content area has a heading "Content types" with a sub-section "Blocks" and several other items like "Contact form", "Content types" (circled in red), "Menus", and "Taxonomy". At the bottom of the content area, there is a large blue button labeled "+ Add content type".

Step (3): Then you must click **Add Content type**.

A screenshot of the "Add Content type" page. The left sidebar shows a "Navigation" link with sub-options "+ Add content" and "Feed aggregator". The main content area has a heading "Content types" and a large blue button "+ Add content type" (circled in red). Below this, there is a table with two rows. The first row is for "Article" (Machine name: article) and the second for "Basic page" (Machine name: page). Each row contains a "Name" column with a description and an "Operations" column with four buttons: "edit", "manage fields", "manage display", and "delete".

Step (4): When you click **Add content**, the following page will get displayed on screen.

Content types

Individual content types can have different fields, behaviors, and permissions assigned to them.

Name *

The human-readable name of this content type. This text will be displayed as part of the list on the *Add new content* page. It is recommended that this name begin with a capital letter and contain only letters, numbers, and spaces. This name must be unique.

Description

Describe this content type. The text will be displayed on the *Add new content* page.

Submission form settings

Title

Publishing options
Published , Promoted to front page

Display settings
Display author and date information.

Menu settings

Title field label *

Title

Preview before submitting

Disabled
 Optional
 Required

Explanation or submission guidelines

This text will be displayed at the top of the page when creating or editing content of this type.

Save content type **Save and add fields**

Step (5): Enter the content that you want to announce in the **Name** section. After adding name, click **Save content type**.

Your new content gets displayed as shown in the following screen.

The screenshot shows the 'Content types' page in the Drupal administration interface. At the top, a green success message box says 'The content type Announcements has been added.' Below this, the breadcrumb navigation shows 'Home > Administration > Structure > Content types'. On the left, there is a 'Navigation' sidebar with links for 'Add content' and 'Feed aggregator'. The main content area is titled 'Content types' and features a table with three rows. The first row, 'Announcements (Machine name: announcements)', is highlighted with a red border. The second row is 'Article (Machine name: article)'. The third row is 'Basic page (Machine name: page)'. Each row has four operations columns: 'edit', 'manage fields', 'manage display', and 'delete'. The 'edit' column for the 'Announcements' row is also highlighted with a red border.

| Name | Operations | edit | manage fields | manage display | delete |
|---|------------|------|---------------|----------------|--------|
| Announcements (Machine name: announcements) | | edit | manage fields | manage display | delete |
| Article (Machine name: article) Use articles for time-sensitive content like news, press releases or blog posts. | | edit | manage fields | manage display | delete |
| Basic page (Machine name: page) Use basic pages for your static content, such as an 'About us' page. | | edit | manage fields | manage display | delete |

Step (6): If you want to make changes you must click the **Edit** section, you will get the following page.

Announcements

[Edit](#) [Manage fields](#) [Manage display](#)

Name *

Announcements Machine name: announcements [Edit]
 The human-readable name of this content type. This text will be displayed as part of the list on the *Add new content* page. It is recommended that this name begin with a capital letter and contain only letters, numbers, and spaces. This name must be unique.

Description

Describe this content type. The text will be displayed on the *Add new content* page.

Submission form settings

| | |
|---|---|
| Title | Title field label * |
| Publishing options Published , Promoted to front page | <input type="text" value="Title"/> |
| Display settings Display author and date information. | Preview before submitting <input type="radio"/> Disabled <input checked="" type="radio"/> Optional <input type="radio"/> Required |
| Menu settings | Explanation or submission guidelines |

This text will be displayed at the top of the page when creating or editing content of this type.

[Save content type](#) [Delete content type](#)

Step (7): You can make the required changes, such as adding description and then click **Save Content type**. If you want to delete, then click **Delete Content type**.

You can manage the fields by clicking on **Manage Fields** and manage display by clicking on **Manage Display**.

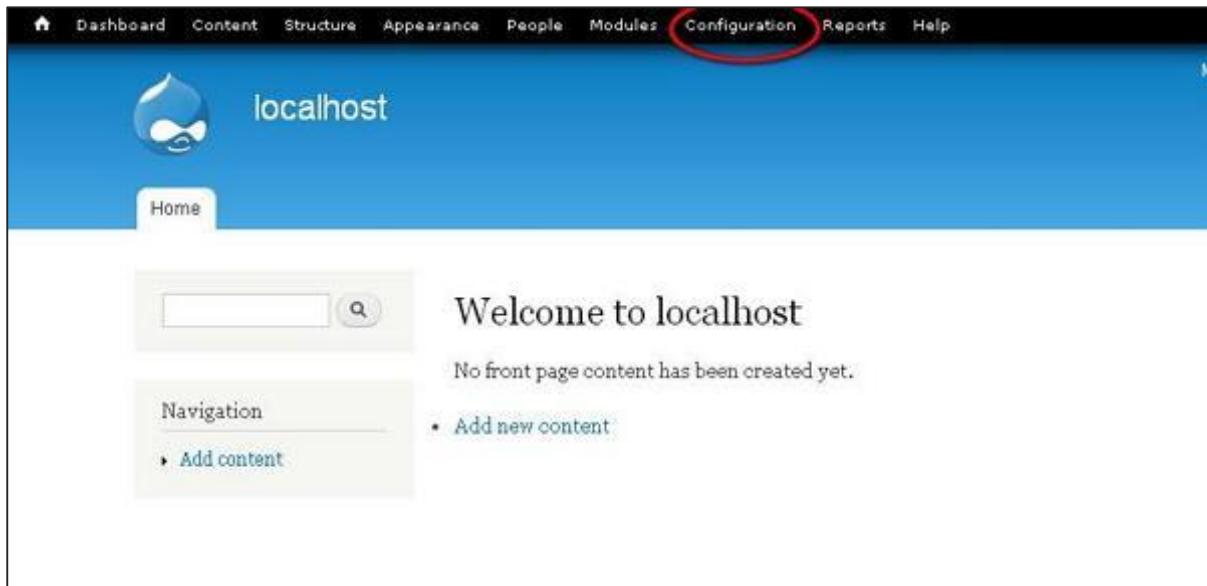
Part 2: Advanced

24. URL ALIAS

In this chapter, we will study about **Drupal URL Alias**. URL or Uniform Resource Locator Aliases is a page address on your web page, it changes the existing system path to new path alias.

Following are the simple steps to create URL Aliases in Drupal.

Step (1): Click **Configuration** as shown in the following screen.



Step (2): Click on **URL aliases**.

A screenshot of the "Search and Metadata" section of the Drupal configuration. It shows three main sections: "SEARCH AND METADATA", "REGIONAL AND LANGUAGE", and "WEB SERVICES". The "SEARCH AND METADATA" section contains three items: "Search settings", "URL aliases" (which is circled in red), and "Clean URLs". The "REGIONAL AND LANGUAGE" section contains "Regional settings" and "Date and time". The "WEB SERVICES" section contains "RSS publishing".

Step (3): Then, click **Add alias**.

The screenshot shows the 'URL aliases' page on a Drupal site. At the top, there are links for 'My account' and 'Log out'. Below the header, a message states: 'An alias defines a different name for an existing URL path – for example, the alias 'about' for the URL path 'node/1'. A URL path can have multiple aliases.' A red circle highlights the 'Add alias' button, which is located in the top-left corner of the main content area. The content area includes a 'FILTER ALIASES' section with a search input and a 'Filter' button. Below this is a table header with columns 'ALIAS', 'SYSTEM', and 'OPERATIONS'. A message at the bottom of the table says 'No URL aliases available. Add URL alias.'

Step (4): The **Url aliases** page will get displayed as shown in the following screen.

The screenshot shows the 'Add alias' form on the 'URL aliases' page. The form has two main sections: 'Existing system path' and 'Path alias'. In the 'Existing system path' section, the value 'http://localhost/drupal-7.39/' is entered into the input field. In the 'Path alias' section, the value 'http://localhost/drupal-7.39/' is also entered. A red circle highlights the 'Save' button at the bottom left of the form. The background of the page shows the 'URL aliases' interface with its header and table structure.

Following are the details about the fields present in URL aliases page.

- **Language:** Specifies the language to be used in URL aliases.
- **Existing system path:** Existing system path of an Article/Page in Drupal site.
- **Path alias:** New path alias that replaces with the existing system path of an Article/Page.

Click the **Save** button.

Step (5): You can view your created URL aliases in the list as shown in the following screen.

The screenshot shows the 'URL aliases' page in the Drupal admin interface. At the top, there is a success message: 'The alias has been saved.' Below this, a note explains what an alias is: 'An alias defines a different name for an existing URL path - for example, the alias 'about' for the URL path 'node/1'. A URL path can have multiple aliases.' There is a link to '+ Add alias'. A 'FILTER ALIASES' section contains a search input and a 'Filter' button. The main table has columns: ALIAS, SYSTEM, and OPERATIONS. One row is highlighted with a red border, showing 'Content' under ALIAS, 'node/add' under SYSTEM, and 'edit delete' under OPERATIONS.

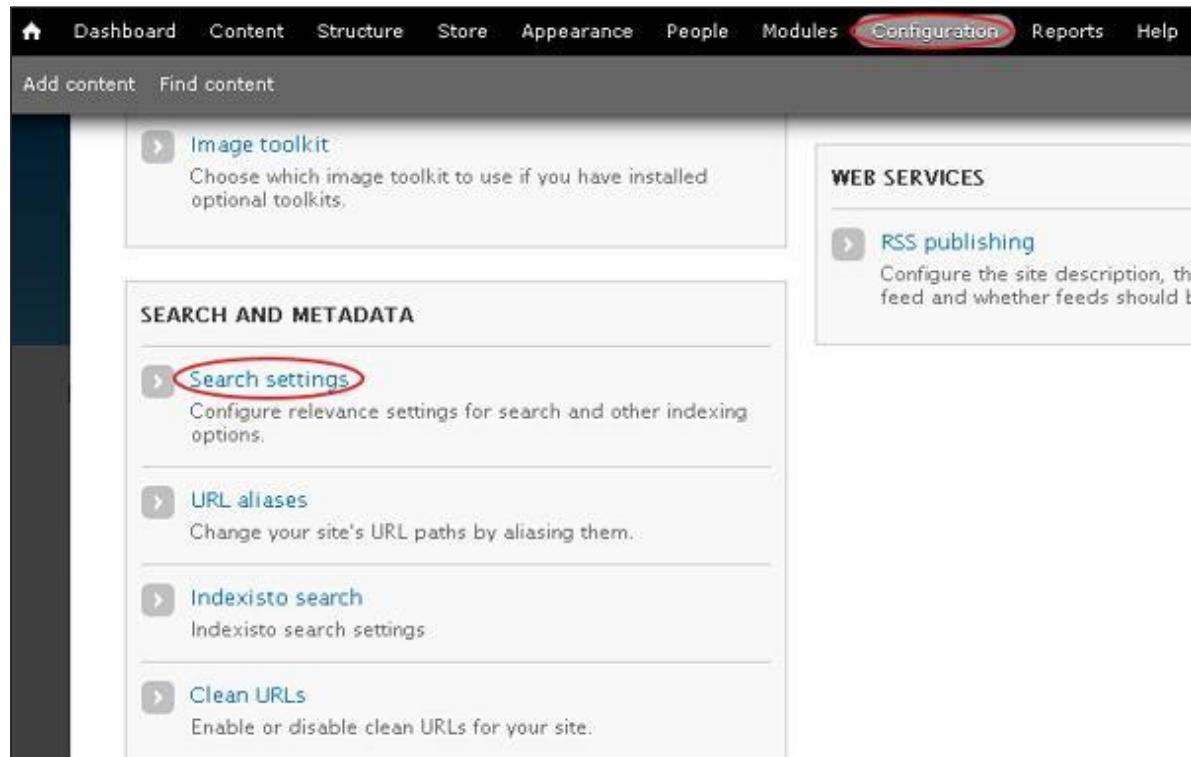
Step (6): When you go back to Drupal Admin panel and hover over **Article**, it will display the newly added **Path alias** at the left bottom of the screen as shown in the following screen.

The screenshot shows the 'Add content' page in the Drupal admin interface. The navigation bar at the top includes 'Dashboard', 'Content', 'Structure', 'Appearance', 'People', 'Modules', 'Configuration', and 'Repositories'. Below the navigation, there are buttons for 'Add content' and 'Find content'. The main content area shows two categories: 'Article' and 'Basic page'. Under 'Article', there is a note: 'Use *articles* for time-sensitive content like news, press releases or blog posts.' Under 'Basic page', there is a note: 'Use *basic pages* for your static content, such as an 'About us' page.' At the bottom of the page, the URL 'localhost/drupal-7.39/node/add/article' is visible in the address bar.

25. SITE SEARCH

Drupal allows to search for specific content on your site. You can search for both users and words on the site. We will see how to set up site search in Drupal as specified in the following steps:

Step (1): Go to **Configuration** and click the **Search settings** link under **SEARCH AND METADATA** section.



Step (2): The search engine maintains an index of words found on your site's content. You can adjust the indexing behavior as shown in the following screen.

The screenshot shows the 'Search settings' configuration page. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation, there's a breadcrumb trail: Home > Administration > Configuration > Search and metadata. The main content area has two sections: 'INDEXING STATUS' and 'INDEXING THROTTLE'. The 'INDEXING STATUS' section shows '100% of the site has been indexed. There are 0 items left to index.' and a 'Re-index site' button. The 'INDEXING THROTTLE' section has a dropdown menu set to '100' labeled 'Number of items to index per cron run' with a note: 'The maximum number of items indexed in each pass of a cron maintenance task. If necessary, reduce the number of items to prevent timeouts and memory errors while indexing.'

The **Indexing Status** section indexes the content of nodes on the site. When you click the Re-index site button, the previous content remains until cron runs and sets the number of items to index per cron run by, using the drop-down menu under the **Indexing Throttle** section.

Step (3): Next it provides settings related to the indexing which will cause the site index to be rebuilt. It updates systematically to reflect the new settings. You can set minimum word length to index, i.e., the number of characters a word has to be indexed as shown in the following screen.

The screenshot shows the 'INDEXING SETTINGS' configuration page. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation, there's a note: 'Changing the settings below will cause the site index to be rebuilt. The search index is not cleared but systematically updated to reflect the new settings. Searching will continue to work but new content won't be indexed until all existing content has been re-indexed.' Below this, there's a note: 'The default settings should be appropriate for the majority of sites.' The main content area has a 'Minimum word length to index' field set to '3'. A note explains: 'The number of characters a word has to be indexed. A lower setting means better search result ranking, but also a larger database. Each search query must contain at least one keyword that is this size (or longer).'. There's also a checked checkbox for 'Simple CJK handling' with a note: 'Whether to apply a simple Chinese/Japanese/Korean tokenizer based on overlapping sequences. Turn this off if you want to use an external preprocessor for this instead. Does not affect other languages.'

Step (4): You can choose which search modules are active from the available modules as defined in the following screen.

The screenshot shows the 'ACTIVE SEARCH MODULES' section. It contains two checkboxes: 'Node' (checked) and 'User' (checked). Below the checkboxes is a note: 'Choose which search modules are active from the available modules.' Under the heading 'Default search module', there are two radio buttons: 'Node' (selected) and 'User'. Below the radio buttons is a note: 'Choose which search module is the default.'

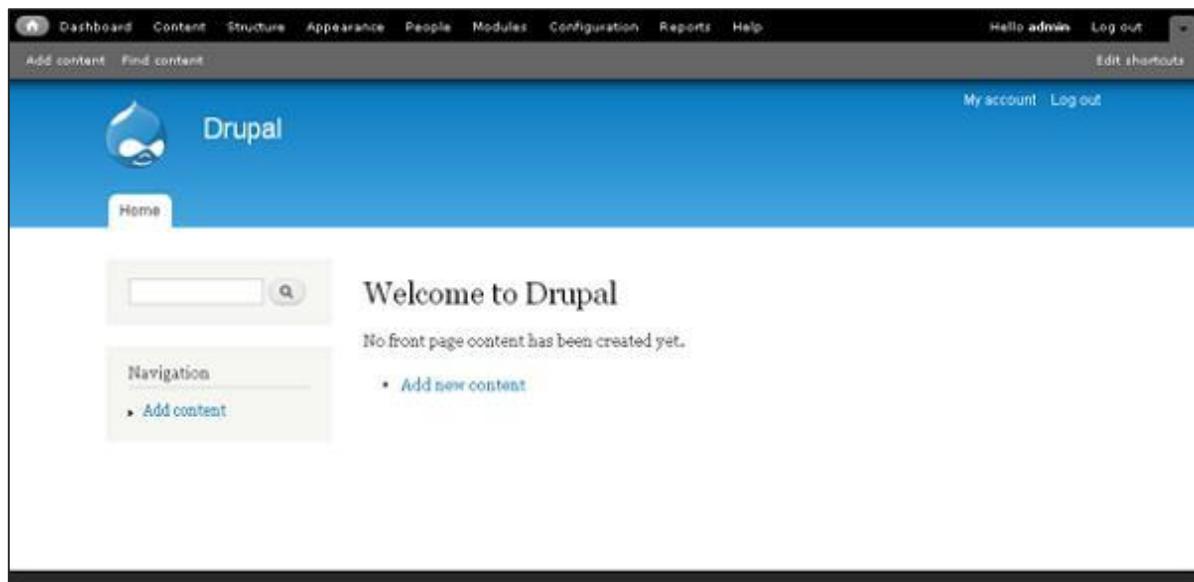
You can search for both users and words (node) by checking the required modules and set the default search module as shown in the preceding screen.

Step (5): The last section is **Content Ranking** which comes with Factor and Influence columns.

The screenshot shows the 'CONTENT RANKING' section. It includes a note: 'Influence is a numeric multiplier used in ordering search results. A higher number means the corresponding factor has more influence on search results; zero means the factor is ignored. Changing these numbers does not require the search index to be rebuilt. Changes take effect immediately.' Below this note is a table with two columns: 'FACTOR' and 'INFLUENCE'. The factors listed are 'Number of comments', 'Keyword relevance', 'Content is sticky at top of lists', 'Content is promoted to the front page', and 'Recently posted'. Each factor has a dropdown menu next to its influence value, all currently set to 0. At the bottom of the table is a red circle around the 'Save configuration' button.

Influence is a numeric multiplier used in ordering search results. If you set higher number for a corresponding factor, it will have more influence on search results; zero means the factor is ignored. After you are done with settings, click the **Save configuration** button.

Step (6): Now go to home page, search the content that matches for the keywords in your content in the search bar.



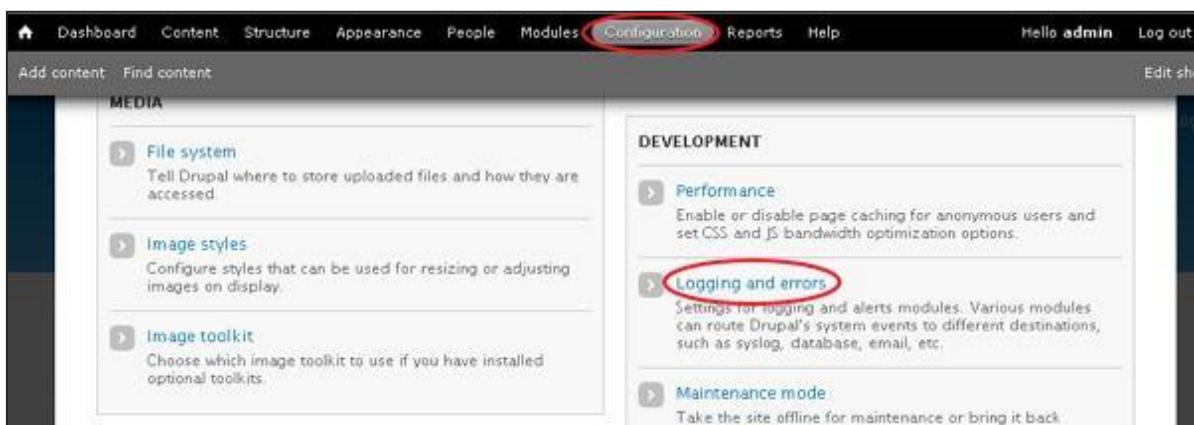
26. ERROR HANDLING

In this chapter, we will study about Drupal error handling for managing error messages on Drupal site.

Error Handling is a process of detection and finding the resolutions for the errors. It can be programming application errors or communicable errors.

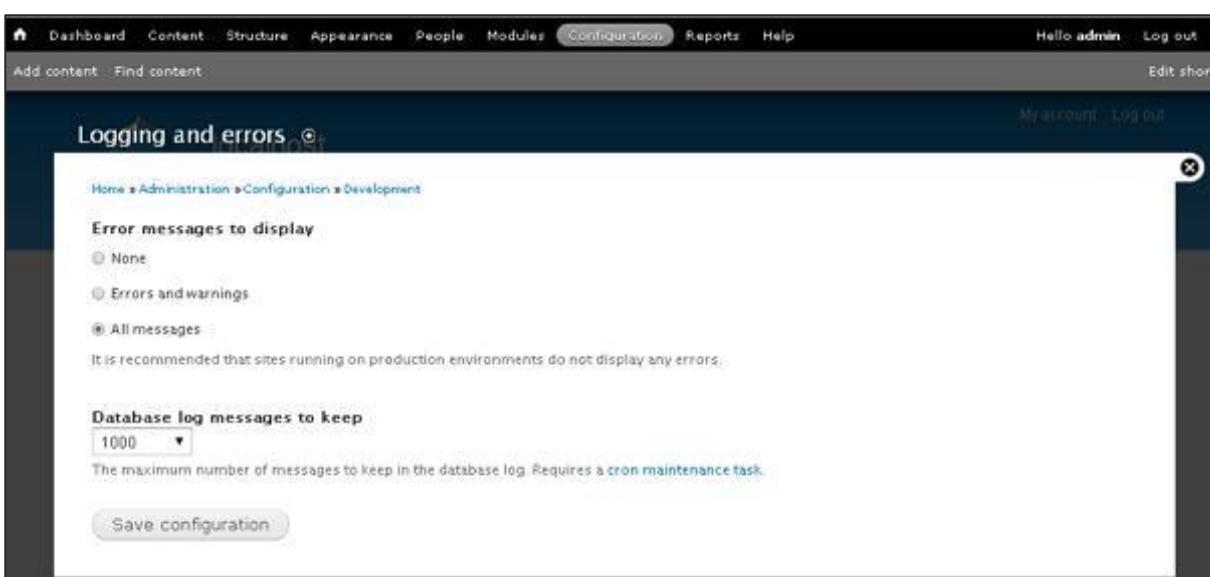
The following steps describe how to manage error messages in Drupal:

Step (1): Go to **Configuration** and click **Logging and errors**.



This screenshot shows the Drupal 8 Configuration menu. The 'Configuration' tab is highlighted with a red circle. Under the 'Development' section, the 'Logging and errors' link is also highlighted with a red circle. Other options like 'Performance' and 'Maintenance mode' are visible but not circled.

Step (2): The **Logging and errors** page will get displayed as shown in the following screen.



This screenshot shows the 'Logging and errors' configuration page. At the top, it displays the breadcrumb path: Home > Administration > Configuration > Development. The 'Error messages to display' section has three radio button options: 'None', 'Errors and warnings', and 'All messages'. The 'All messages' option is selected. A note below states: 'It is recommended that sites running on production environments do not display any errors.' The 'Database log messages to keep' section shows a dropdown set to '1000'. A note below says: 'The maximum number of messages to keep in the database log. Requires a cron maintenance task.' At the bottom is a 'Save configuration' button.

Following are the details of the fields as seen in the preceding screen:

- **Error messages to display:** It specifies error messages to be displayed on the Drupal site.
 - **None:** This option doesn't display any error message.
 - **Errors and warnings:** This option displays only messages related to errors and warnings.
 - **All messages:** This option specifies all types of error messages such as errors, warnings, etc. to be displayed on the site.
- **Database log messages to keep:** It indicates the maximum number of messages to be kept in the database log.

Drupal uses **_drupal_exception_handler (\$exception)** function to handle the errors on the site. These errors will not be enclosed in a try/catch block. The script won't execute the function when an exception handler exits.

The code for **_drupal_exception_handler** is as follows:

```
function _drupal_exception_handler($exception) {
  require_once DRUPAL_ROOT . '/includes/errors.inc';

  try {
    // display the error message in the log and return the error messages to
    // the user
    _drupal_log_error(_drupal_decode_exception($exception), TRUE);
  }

  catch (Exception $excp2) {
    // Another uncaught exception was thrown while handling the first one.

    // If we are displaying errors, then do so with no possibility of a further
    // uncaught exception being thrown.

    if (error_displayable()) {

      print '<h1>Additional uncaught exception thrown while handling
exception.</h1>';

      print '<h2>Original</h2><p>' . _drupal_render_exception_safe($exception)
. '</p>';

      print '<h2>Additional</h2><p>' . _drupal_render_exception_safe($excp2) .
'</p><hr />';
    }
  }
}
```

```
    }  
}  
}
```

The function must be used on every Drupal request. This function is present at the line 2328 in the file **includes/bootstrap.inc**.

There are two string references to **_drupal_exception_handler** such as **_drupal_bootstrap_configuration()** present in the **bootstrap.inc** file and **_drupal_get_last_caller** present in the **errors.inc** file. Both these files are present in the '**includes**' folder.

27. MULTILINGUAL CONTENT

In this chapter, we will learn about multilingual content. That means your content can be written and will be displayed in different languages. For this you may either install a multilingual content module or an Internationalism module.

Following are the steps to install multilingual content module on Drupal.

Step (1): Click **Modules** from the menu bar.



Step (2): Check the **Multilingual content** box from the modules and click **Configure**.

| | | | | | | |
|-------------------------------------|-----------------------------|----------|--|----------------------|-----------------------------|--|
| <input checked="" type="checkbox"/> | Menu translation | 7.x-1.13 | Supports translatable custom menu items. Requires: Internationalization (enabled), Locale (enabled), Variable (enabled), Menu (enabled), String translation (enabled), Translation sets (enabled) | Help | | |
| <input checked="" type="checkbox"/> | Multilingual content | 7.x-1.13 | Extended node options for multilingual content Requires: Content translation (enabled), Locale (enabled), Internationalization (enabled), Variable (enabled), String translation (enabled) Required by: Multilingual forum (disabled) | Help | Permissions | Configure (circled in red) |
| <input type="checkbox"/> | Multilingual forum | 7.x-1.13 | Enables multilingual forum, translates names and containers. Requires: Forum (disabled), Taxonomy (enabled), Options (enabled), Field (enabled), Field SQL storage (enabled), Comment (disabled), Text (enabled), Taxonomy translation (enabled), String translation (enabled), Locale (enabled), Internationalization (enabled), Variable (enabled), Translation sets (enabled), Multilingual content (enabled), Content translation (enabled) | | | |

Step (3): The Multilingual settings page will get displayed.

A screenshot of the 'Multilingual settings' page. The top navigation bar has tabs for MULTILINGUAL SYSTEM, SELECTION, VARIABLES, NODE OPTIONS, and STRINGS. The MULTILINGUAL SYSTEM tab is highlighted with a red circle. Below the tabs, there is a message box with instructions for translating content types, menus, and vocabularies. Under the 'Languages for content' section, there are two radio buttons: 'Enabled languages only.' (selected) and 'All defined languages will be allowed.' A note below says 'Determines which languages will be allowed for content creation.' At the bottom left, there is a 'Save configuration' button, which is also circled in red.

Languages for content:

- **Enabled language only:** When you check this box, you can only view languages that are enabled.
- **All Defined languages will be allowed:** Only the defined languages will be allowed.

Here, we have three different tabs where you can make the required changes.

- **Selection:** You can select nodes and taxonomy according to language.

- **Select nodes by language:** Check box if you want nodes by language.
- **Select taxonomy terms by language:** If you want taxonomy terms by language then check this box.
- **Skip tags:** Write those tags which you don't want to include.
- **Enable for specific pages:** If you want to enable settings for specific pages then use this checkbox.

Click the **save** button, once completed.

- **Variables:** Select variables to be set as shown in the following screen.

The screenshot shows the 'Multilingual settings' page in Drupal. The top navigation bar includes tabs for MULTILINGUAL SYSTEM, SELECTION, VARIABLES (which is highlighted), NODE OPTIONS, and STRINGS. Below the navigation, the breadcrumb trail shows: Home > Administration > Configuration > Regional and language > Multilingual settings. The main content area is titled 'Select variables to be set for this realm.' It displays the message 'Currently selected variables are: Site name, Site slogan'. On the left, a sidebar lists categories: Other (circled in red), Menu settings, Site information, Feed settings, Regional settings, Theme settings, User settings, User emails, and Examples. On the right, there is a table with one row under the 'Pages' category, which is described as specifying pages by their paths. A 'Save configuration' button is at the bottom.

- **Menu Settings:** Manages menu settings.
- **Site Information:** Helps to make changes on site.
- **Feed settings:** You can set your feed description.
- **Regional Settings:** Changes time zone and day.
- **Theme Settings:** Specifies managing themes.
- **User Settings:** You can use this to set users.
- **User emails:** Any issues related to user emails can be done.
- **Examples:** You can give examples.

Click **Save** when you complete the settings.

- **Node Options:** This option helps you set nodes.

The screenshot shows the 'Multilingual settings' page in Drupal. The top navigation bar includes tabs for MULTILINGUAL SYSTEM, SELECTION, VARIABLES, NODE OPTIONS (which is highlighted in blue), and STRINGS. Below the navigation, a breadcrumb trail shows: Home > Administration > Configuration > Regional and language > Multilingual settings. A note in a box says: 'You can find some more per content type options on the Content types administration page.' Under the 'NODE OPTIONS' section, there's a note about hiding content translation links and a list of radio buttons for default language selection. A note below says: 'Determines which language will be set for newly created content of types that don't have Multilingual support enabled.' At the bottom is a 'Save configuration' button, which is circled in red.

You can hide content translations and change the language on this page. Later, click the **Save configuration** button.

- **Strings:** This option helps to change format of the page.

The screenshot shows the 'Multilingual settings' page with the 'STRINGS' tab selected. The breadcrumb trail is identical to the previous screenshot. A note in a box discusses translating user-defined strings and filtering risks. Another note below it states: 'As a general rule do not allow any filtered text to be translated unless the translators already have access to that text format.' A note at the bottom says: 'Important: After disallowing some text format, use the refresh strings page so forbidden strings are deleted and not allowed anymore for translators.' Below these notes are sections for 'Translatable text formats' (with 'Plain text' selected) and 'Source language' (with 'English' selected). A note at the bottom says: 'Language that will be used as the source language for string translations. The default is the site default language.' At the bottom is a 'Save configuration' button, which is circled in red.

Change and translate strings using **Translatable text formats** settings. You can even change sources as you choose many languages. After completion, click **Save** button.

28. TRIGGERS & ACTIONS

In this chapter, we will learn about **Triggers and Actions** in Drupal. First let's look into Triggers.

It can be defined as changes happening within your site. The actions can be carried out either after creating a new content or any page.

Triggers

Following are the steps that will help you use triggers in Drupal.

Step (1): First click **Modules** from the menu bar.



Step (2): When you click **Modules**, you get the following page.

| | Module | Version | Description | Help | Permissions | |
|-------------------------------------|----------------|---------|--|----------------------|-----------------------------|---------------------------|
| <input checked="" type="checkbox"/> | Toolbar | 7.39 | Provides a toolbar that shows the top-level administration menu items and links from other modules. | Help | Permissions | |
| <input type="checkbox"/> | Tracker | 7.39 | Enables tracking of recent content for users. Requires: Comment (enabled), Text (enabled), Field (enabled), Field SQL storage (enabled) | | | |
| <input checked="" type="checkbox"/> | Trigger | 7.39 | Enables actions to be fired on certain system events, such as when new content is created. | | | |
| <input checked="" type="checkbox"/> | Update manager | 7.39 | Checks for available updates, and can securely install or update modules and themes via a web interface. | Help | | Configure |
| <input checked="" type="checkbox"/> | User | 7.39 | Manages the user registration and login system. Required by: Drupal | Help | Permissions | Configure |

Here enable **Trigger** module. Then click **Save Configuration** at the bottom of the page.

Step (3): Go back to the **Trigger** module and click **Configure** on the right side of the page as shown in the following image.

| | | | | | | |
|-------------------------------------|---------|------|--|----------------------|--|---------------------------|
| <input checked="" type="checkbox"/> | Trigger | 7.39 | Enables actions to be fired on certain system events, such as when new content is created. | Help | | Configure |
|-------------------------------------|---------|------|--|----------------------|--|---------------------------|

Step (4): When you click **Configure**, you get the following page.

The screenshot shows the 'Triggers' configuration page for the 'Comment' module. The URL is 'Home > Administration > Structure > Triggers'. The 'Comment' tab is highlighted with a red circle. Below it, there's a brief description of what triggers are and how they relate to actions. The main area contains five trigger configurations, each with a 'Choose an action' dropdown and an 'Assign' button. A red arrow points from the left margin towards the first trigger, highlighting the process of assigning actions to specific triggers.

Trigger: When either saving a new comment or updating an existing comment
Choose an action Assign

Trigger: After saving a new comment
Choose an action Assign

Trigger: After saving an updated comment
Choose an action Assign

Trigger: After deleting a comment
Choose an action Assign

Trigger: When a comment is being viewed by an authenticated user
Choose an action Assign

We have different tabs on the page that specify each trigger.

Comment Module: You can assign action to only those triggers relating to comment module.

Node Module: You can assign action to those triggers relating to Node module.

Home > Administration > Structure > Triggers

Triggers

Comment **Node** System Taxonomy User

Triggers are events on your site, such as new content being added or a user logging in. The Trigger module associates these triggers with actions (functional tasks), such as unpublishing content containing certain keywords or e-mailing an administrator. The Actions settings page contains a list of existing actions and provides the ability to create and configure advanced actions (actions requiring configuration, such as an e-mail address or a list of banned words).

There is a tab on this page for each module that defines triggers. On this tab you can assign actions to run when triggers from the Node module happen.

Trigger: When either saving new content or updating existing content

Trigger: After saving new content

Trigger: After saving updated content

Trigger: After deleting content

Trigger: When content is viewed by an authenticated user

System Module: You can assign action to only those triggers relating to System module.

Triggers

Comment Node **System** Taxonomy User

Triggers are events on your site, such as new content being added or a user logging in. The Trigger module associates these triggers with actions (functional tasks), such as unpublishing content containing certain keywords or e-mailing an administrator. The [Actions settings page](#) contains a list of existing actions and provides the ability to create and configure advanced actions (actions requiring configuration, such as an e-mail address or a list of banned words).

There is a tab on this page for each module that defines triggers. On this tab you can assign actions to run when triggers from the [System module](#) happen.

Trigger: When cron runs

Choose an action ▾ Assign

Taxonomy Module: You can trigger actions to the Taxonomy module.

Triggers

Comment Node System **Taxonomy** User

Triggers are events on your site, such as new content being added or a user logging in. The Trigger module associates these triggers with actions (functional tasks), such as unpublishing content containing certain keywords or e-mailing an administrator. The [Actions settings page](#) contains a list of existing actions and provides the ability to create and configure advanced actions (actions requiring configuration, such as an e-mail address or a list of banned words).

There is a tab on this page for each module that defines triggers. On this tab you can assign actions to run when triggers from the Taxonomy module happen.

Trigger: After saving a new term to the database

Choose an action ▾ Assign

Trigger: After saving an updated term to the database

Choose an action ▾ Assign

Trigger: After deleting a term

Choose an action ▾ Assign

User Module: At last we have the user module, here actions must be assigned in User module.

Triggers

Comment Node System Taxonomy User

Triggers are events on your site, such as new content being added or a user logging in. The Trigger module associates these triggers with actions (functional tasks), such as unpublishing content containing certain keywords or e-mailing an administrator. The [Actions settings page](#) contains a list of existing actions and provides the ability to create and configure advanced actions (actions requiring configuration, such as an e-mail address or a list of banned words).

There is a tab on this page for each module that defines triggers. On this tab you can assign actions to run when triggers from the [User module](#) happen.

Trigger: After creating a new user account

Choose an action ▾ Assign

Trigger: After updating a user account

Choose an action ▾ Assign

Trigger: After a user has been deleted

Choose an action ▾ Assign

Trigger: After a user has logged in

Choose an action ▾ Assign

Trigger: After a user has logged out

Choose an action ▾ Assign

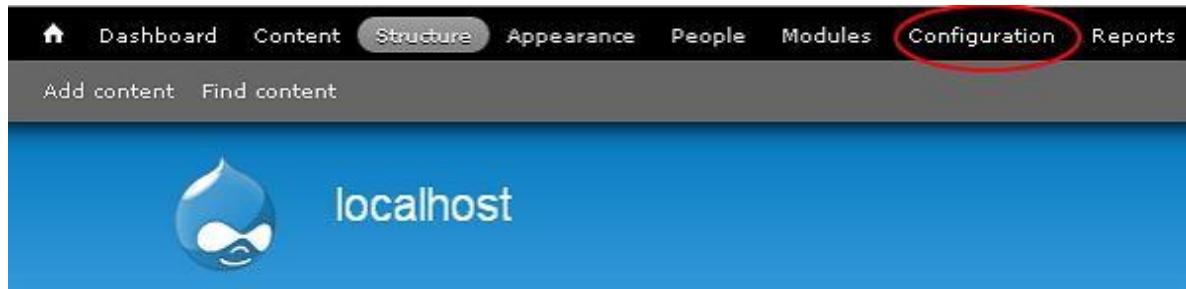
Trigger: When a user's profile is being viewed

Choose an action ▾ Assign

Actions

Tasks carried on a particular system object are called actions.

Step (1): Click **Configuration** from the menu bar.



Step (2): Click on **Actions** from the system section.

A screenshot of the 'Configuration' page in Drupal. The page is titled 'Configuration' and has a 'Hide descriptions' link. It is divided into two main sections: 'People' and 'System'. The 'People' section contains 'Account settings' (Configure default behavior of users, including registration requirements, e-mails, fields, and user pictures) and 'IP address blocking' (Manage blocked IP addresses). The 'System' section contains 'Site information' (Change site name, e-mail address, slogan, default front page, and number of posts per page, error pages), 'Statistics' (Control details about what and how your site logs access statistics), 'Actions' (Manage the actions defined for your site, which is circled in red), and 'Cron' (Manage automatic site maintenance tasks).

Step (3): When you click **Actions**, you get the following page.

Actions

There are two types of actions: simple and advanced. Simple actions do not require any additional configuration, and are listed here automatically. Advanced actions need to be created and configured before they can be used, because they have options that need to be specified; for example, sending an e-mail to a specified address, or unpublishing content containing certain words. To create an advanced action, select the action from the drop-down list in the advanced action section below and click the *Create* button.

You may proceed to the Triggers page to assign these actions to system events.

Available actions:

| Action type | Label |
|-------------|--------------------------------|
| comment | Publish comment |
| comment | Save comment |
| comment | Unpublish comment |
| node | Make content sticky |
| node | Make content unsticky |
| node | Promote content to front page |
| node | Publish content |
| node | Save content |
| node | Remove content from front page |
| node | Unpublish content |
| user | Ban IP address of current user |
| user | Block current user |

Create an advanced action

Choose an advanced action ▼ Create

Step (4): Select any one action from the dropdown and click **Create**.

Create an advanced action

Choose an advanced action ▼

- Choose an advanced action Create
- Unpublish comment containing keyword(s)...
- Change the author of content...
- Unpublish content containing keyword(s)...
- Display a message to the user...
- Send e-mail...
- Redirect to URL...

Step (5): When you choose an option and click **Create**, The following page appears.

Configure an advanced action

An advanced action offers additional configuration options which may be filled out below. Changing the *Description* field is recommended, in order to better identify the precise action taking place. This description will be displayed in modules such as the Trigger module when assigning actions to system events, so it is best if it is as descriptive as possible (for example, "Send e-mail to Moderation Team" rather than simply "Send e-mail").

Label

A unique label for this advanced action. This label will be displayed in the interface of modules that integrate with actions, such as Trigger module.

Recipient

The email address to which the message should be sent OR enter [node:author:mail], [comment:author:mail], etc. if you would like to send an e-mail to the author of the original post.

Subject

The subject of the message.

Message

The message that should be sent. You may include placeholders like [node:title], [user:name], and [comment:body] to represent data that will be different each time message is sent. Not all placeholders will be available in all contexts.

Following are the option fields present on the page:

- **Label:** Give a name to your action
- **Recipient:** Enter your email address
- **Subject:** Enter a subject you want to add to the action
- **Message:** Enter the message you want to send to the visitor when clicked on any action.

After filling all the details, click **Save**.

Step (6): You can see that your action is added to the list.

| Action type ▾ | Label | Operations | |
|---------------|--------------------------------|------------|--------|
| comment | Save comment | | |
| comment | Publish comment | | |
| comment | Unpublish comment | | |
| node | Save content | | |
| node | Promote content to front page | | |
| node | Publish content | | |
| node | Remove content from front page | | |
| node | Unpublish content | | |
| node | Make content sticky | | |
| node | Make content unsticky | | |
| system | Send e-mail | configure | delete |
| user | Ban IP address of current user | | |
| user | Block current user | | |

29. SOCIAL NETWORKING

In this chapter, let us study about **Social Networking** in Drupal. Social media is becoming very important these days, Drupal has many social media modules for this purpose. Let us take **ShareThis** module as our example, you can choose any other of your choice.

Following are the simple steps used to install **ShareThis** module.

Step (1): Click ShareThis to visit **ShareThis** module page and click the **Version** as shown in the following screen.

The screenshot shows the ShareThis module page on the Drupal.org website. The page includes the following sections:

- Project Information:** Maintenance status: Actively maintained; Development status: Under active development; Module categories: Community > Third-party Integration; Reported installs: 47,674 sites; Downloads: 291,089; Automated tests: Enabled; Last modified: December 2, 2014.
- Downloads:** Recommended releases include versions 7.x-2.12 (tar.gz, 208.06 KB) and 6.x-1.0 (tar.gz, 11.5 KB). Development releases include versions 7.x-2.x-dev (tar.gz, 208.06 KB) and 6.x-1.x-dev (tar.gz, 13.11 KB).
- Maintainers for ShareThis:** sagarpalkwad (3 commits), pankajshukla (7 commits), gadefengzz (7 commits), RobLoach (61 commits), and jvalencia (7 commits). There are links to view all committers and view commits.
- Issues for ShareThis:** To avoid duplicates, please search before submitting a new issue. Advanced search, All issues (247 open, 412 total), Bug report (113 open, 186 total), and Subscribe via e-mail.
- Statistics:** New issues (0), Response rate (0 %), 1st response (0 hours), Open bugs (113), Participants (1), and a 2 year graph showing updates weekly.
- Resources:** Try out a demonstration and View project translations.
- Development:** View pending patches, Browse code repository, View commits, Report a security vulnerability, and View change records.

Step (2): Copy the link address of the module as shown in the following screen.

The screenshot shows the Drupal.org website with the 'sharethis' module page. A context menu is open over a file entry named 'sharethis-7.x-2.12.tar.gz'. The menu items include 'Download', 'Size', 'md5 hash', 'Open link in new tab', 'Open link in new window', 'Open link in incognito window', 'Save link as...', 'Copy link address' (which is highlighted with a red oval), and 'Inspect element'. Below the menu, there is footer navigation for various Drupal components like News, Community, Documentation, and Modules.

Step (3): Next, go to **Modules** and click **Install new module** as shown in the following screen.

The screenshot shows the Drupal administration interface under the 'Modules' section. The 'Install new module' button is circled in red. The page lists several contributed modules, including 'Aggregator' and 'Block', with their descriptions and configuration links. Navigation links at the top include 'Dashboard', 'Content', 'Structure', 'Appearance', 'People', 'Modules' (highlighted with a red oval), 'Configuration', 'Reports', 'Help', 'Hello admin', and 'Log out'.

Step (4): Now, paste the link address that you copied in **step (2)** and click **Install** as shown in the following screen.

The screenshot shows the Drupal administration interface under the 'Modules' tab. The 'Install from a URL' section is highlighted with a red box around the URL input field. The URL entered is 'http://ftp.drupal.org/files/projects/sharethis-7.x-2.12.tar.gz'. Below the input field, there is a note: 'For example: http://ftp.drupal.org/files/projects/name.tar.gz'. At the bottom of this section, there is a button labeled 'Install' which is circled in red.

Step (5): You will see the following screen. Click **Enable newly added modules**.

The screenshot shows the 'Update manager' page. It displays a green success message: 'Installation was completed successfully.' Below this, there is a section for the 'sharethis' module, which lists 'Installed sharethis successfully'. Under the heading 'Next steps', there is a bulleted list: '• Install another module', '• Enable newly added modules' (which is circled in red), and '• Administration pages'.

Step (6): Next, go to **Modules**. Enable the module and click **Save configuration** as shown in the following screen.

The screenshot shows the Drupal administration interface under the 'Modules' tab. The 'ShareThis' module is listed and enabled. A red oval highlights the 'Save configuration' button at the bottom left of the page.

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|----------------|---------|--|--|
| <input type="checkbox"/> | Tracker | 7.39 | Enables tracking of recent content for users. Requires: Comment (enabled), Text (enabled), Field (enabled), Field SQL storage (enabled) | |
| <input type="checkbox"/> | Trigger | 7.39 | Enables actions to be fired on certain system events, such as when new content is created. | |
| <input checked="" type="checkbox"/> | Update manager | 7.39 | Checks for available updates, and can securely install or update modules and themes via a web interface. | Help Configure |
| <input checked="" type="checkbox"/> | User | 7.39 | Manages the user registration and login system. Required by: Drupal | Help Permissions Configure |

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|-----------|----------|---|------------|
| <input checked="" type="checkbox"/> | ShareThis | 7.x-2.12 | Add the ShareThis widget to nodes on your site. | |

Save configuration

Step (7): Go to **Configuration**, under **WEB SERVICES** and click **ShareThis** as shown in the following screen.

The screenshot shows the Drupal administration interface under the 'Configuration' tab. In the 'WEB SERVICES' section, the 'ShareThis' module is selected, indicated by a red oval. Other options like 'RSS publishing' are also listed.

- Image styles
- Image toolkit
- SEARCH AND METADATA
 - Search settings
 - URL aliases
 - Clean URLs
- REGIONAL AND LANGUAGE
 - Regional settings
 - Date and time
- WEB SERVICES
 - RSS publishing
 - ShareThis**

Step (8): The following screen pops up.

The screenshot shows the 'ShareThis' configuration page in the Drupal administration interface. The top navigation bar includes links for Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports, and Help. The user is logged in as 'admin'. The main content area is titled 'ShareThis' and displays the configuration for the 'ShareThis' module.

DISPLAY

Choose a button style:

- Large Chicklets
- Small Chicklets
- Classic Buttons
- Vertical Counters
- Horizontal Counters
- Custom Buttons via CSS

Preview: A preview window shows a snippet of a website with a ShareThis button and social sharing icons (Twitter, Facebook, Email). A red arrow points to the 'Preview' button.

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Choose Your Services: *

Add a service by selecting it on the right and clicking the left arrow. Remove it by clicking the right arrow. Change the order of services under 'Selected Services' by using the up and down arrows.

| Selected Service | Possible Services |
|------------------|-------------------|
| Facebook | Edmodo |
| Twitter | Embed.ly |
| LinkedIn | Evernote |
| Email | Fark |
| ShareThis | Fashiolista |

Extra services

- Google Plus One
- Facebook Like

Select additional services which will be available. These are not officially supported by ShareThis, but are available.

Context

The advanced settings can usually be ignored if you have no need for them.

Advanced

Insert a publisher key (optional).
dr-99af749c-a6f5-80d2-48bf-d566dae84e36

When you install the module, we create a random publisher key. You can register the key with ShareThis by contacting customer support. Otherwise, you can go to ShareThis and create an account. Your official publisher key can be found under 'My Account'. It allows you to get detailed analytics about sharing done on your site.

Late Load
You can change the order in which ShareThis widget loads on the user's browser. By default the ShareThis widget loader loads as soon as the browser encounters the JavaScript tag, typically in the tag of your page. ShareThis assets are generally loaded from a CDN closest to the user. However, if you wish to change the default setting so that the widget loads after your web-page has completed loading then you simply tick this option.

Twitter Suffix
Optional append a Twitter handle, or text, so that you get pinged when someone shares an article. Example: via @YourNameHere

Twitter Handle
Twitter handle to use when sharing.

Twitter recommends
Specify a twitter handle to be recommended to the user.

Display ShareThis widget on hover
If disabled, the ShareThis widget will be displayed on click instead of hover.

Display count "0" instead of "New"
Display a zero (0) instead of "New" in the count for content not yet shared.

Display short URL
Display either the full or the shortened URL.

CopyNShare

- Measure copy & shares of your site's Content
- Measure copy & shares of your site's URLs

CopyNShare is the new ShareThis widget feature that enables you to track the shares that occur when a user copies and pastes your website's URL or Content. Site URL - ShareThis adds a special #hashtag at the end of your address bar URL to keep track of where your content is being shared on the web. Site Content - It enables the pasting of "See more: YourURL#SThashtag" after user copies-and-pastes text. When a user copies text within your site, a "See more: yourURL.com#SThashtag" will appear after the pasted text. Please refer the CopyNShare FAQ for more details.

Save configuration

Step (9): You can click any of the button style, under the **Display** section to share your content online as shown in the following screen.

Choose the widget, button family, and services for using ShareThis to share content online.

DISPLAY

Choose a button style: *

- Large Chicklets
- Small Chicklets
- Classic Buttons
- Vertical Counters
- Horizontal Counters
- Custom Buttons via CSS

Preview

Chase is contemplating capping debit card transactions at as little as 44 cents every time you swipe your card but not those fees, causing banks to pass their pain onto consumers in the form of limited payment choices. Get out your credit cards, costly debit transactions may be a thing of the past. Read more.

[Tweet](#) [Share](#) [Email](#) [ShareThis](#)

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Selected Service Possible Services

Step (10): Click any of the services you want to remove. You can also use **Extra services** like **Google Plus One** and **Facebook Like** by checking them as shown in the following screen.

Add content Find content

Horizontal Counters
Custom Buttons via CSS

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Choose Your Services. *
Add a service by selecting it on the right and clicking the left arrow. Remove it by clicking the right arrow.
Change the order of services under "Selected Services" by using the up and down arrows.

| Selected Service |
|------------------|
| Facebook |
| Twitter |
| LinkedIn |
| Pinterest |

| Possible Services |
|-------------------|
| Email |
| ShareThis |
| Adity |
| Alvoices |
| Amazon Wishlist |

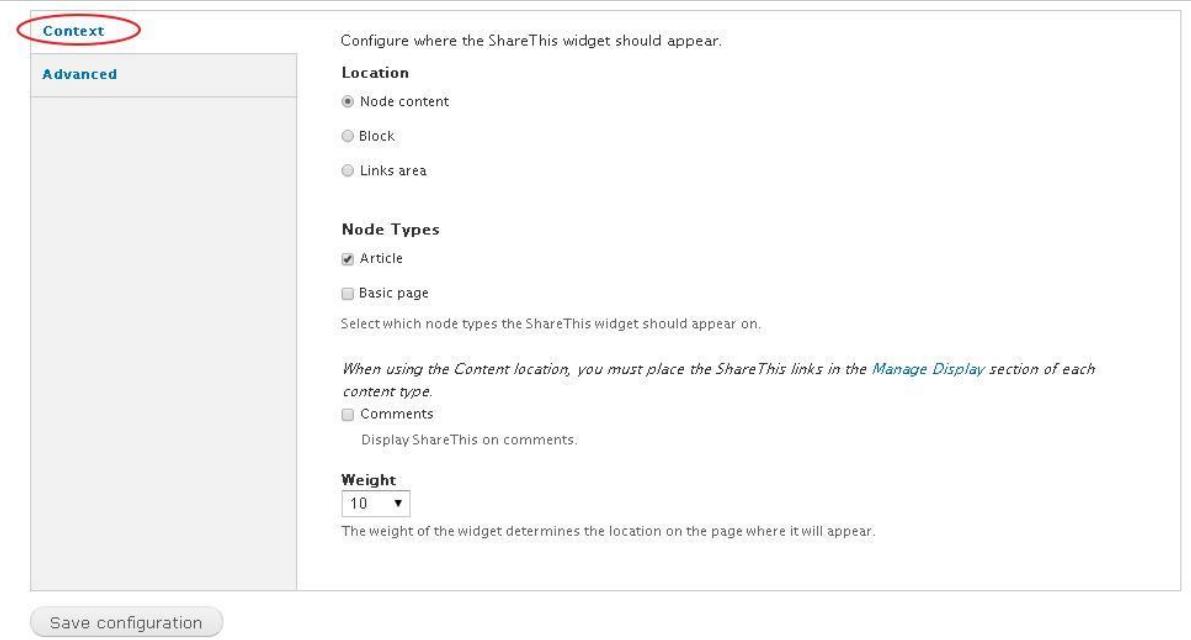
Extra services

Google Plus One
 Facebook Like

Select additional services which will be available. These are not officially supported by ShareThis, but are available.

You can choose services from the **Possible Services** section and you can also remove or re-order services from **Selected Service** section.

Step (11): Next, click **Context** as shown in the following screen to configure where the **ShareThis** widget should appear.



The screenshot shows the 'ShareThis' configuration page. At the top left, there's a red circle highlighting the word 'Context'. Below it, there are two tabs: 'Advanced' (which is selected) and 'Possible Services'. The main content area is titled 'Configure where the ShareThis widget should appear.' It contains several sections:

- Location:** A radio button group with three options: 'Node content' (selected), 'Block', and 'Links area'.
- Node Types:** A checkbox group with two options: 'Article' (checked) and 'Basic page'.
- Comments:** A checkbox labeled 'Display ShareThis on comments.'
- Weight:** A dropdown menu set to '10'.
- Description:** A note stating 'The weight of the widget determines the location on the page where it will appear.'

At the bottom left is a 'Save configuration' button.

Following the details of the fields present on the screen.

- Under **Location** you can choose any of **Node content** or **Block** or **Links area**.
- Under **Node Types** you can select **Article** and **Basic page**, if you want **ShareThis** widget to appear on it.
- If you select **Comments** you can display **ShareThis** on comments as well.
- The **Weight** of the widget determines the location on the page where it will appear.

Step (12): Next, select **Advanced** as shown in the following screen.

The advanced settings can usually be ignored if you have no need for them.

Insert a publisher key (optional).
ds-99-a749-c-a45-8b-d2-40b6-e568-dae04e05
When you install the module, we create a random publisher key. You can register the key with ShareThis by contacting customer support. Otherwise, you can generate your own key at [ShareThis.com](#). Your official publisher key can be found under "My Account". It allows you to get detailed analytics about sharing done on your site.

Late Load.
You can change the order in which ShareThis widget loads on the user's browser. By default the ShareThis widget loads as soon as the browser enters the page (at the top). If you prefer the ShareThis widget to load after the page has finished loading, then you simply tick this option.

Twitter Suffix.
Optionally append a Twitter handle, or text, so that you get pinged when someone shares an article. Example: via @YourNameHere

Twitter Handle.
Twitter handle to use when sharing:

Twitter recommends.
Specify a twitter handle to be recommended to the user.

Display ShareThis widget on hover.
If disabled, the ShareThis widget will be displayed on click instead of hover.

Display count "0" instead of "New".
Display a zero (0) instead of "New" in the count for content not yet shared.

Display short URL.
Display either the full or the shortened URL.

CopyNShare (9)

- Measure copy & shares of your site's Content
- Measure copy & shares of your site's URLs

CopyNShare is the new ShareThis widget feature that enables you to track the shares that occur when a user copies and pastes your website's URL or Site Content. - ShareThis adds a special #hashtag at the end of your address bar URL to keep track of where your content is being shared on the web. - Site Content - It enables the pasting of "See more: YourURL#SThashtag" after user copies-and-pastes text. When a user copies text within your site, a "See more: yourURL.com#SThashtag" will appear after the pasted text. Please refer the CopyNShare FAQ for more details.

Save configuration

Following are the details of the fields present on the preceding screen.

- When you install the module, a random publisher key will be created.
- **Twitter Suffix** will optionally append a Twitter handle, or text, so that you get a ping when someone shares an article.
- **Twitter Handle** will be used when sharing on twitter.
- **Twitter recommends** will specify a twitter handle to be recommended to the user while sharing.
- If **Display ShareThis widget on hover** is disabled, **ShareThis** widget will be displayed on click instead of hover.
- If **Display count "0" instead of "New"** is checked, **zero** is displayed instead of **New** in the count for content not yet shared.
- **Display short URL** will display either the full or the shortened URL.
- **CopyNShare** will measure copy and shares of your site's content or URLs as checked respectively.

Step (13): After checking all the details, click **Save configuration** as shown in the following screen.

The screenshot shows the 'Configuration' > 'Social media' page in Drupal. It includes fields for 'Twitter Handle' and 'Twitter recommends', and several configuration options under 'Display ShareThis widget'. At the bottom, there's a section about 'CopyNShare' with a note about tracking shares via the address bar. The 'Save configuration' button at the bottom left is highlighted with a red oval.

Step (14): Now you can see the social media buttons appearing on the **Article** page.

The screenshot shows the 'My Article' page. The main content area contains the text 'Submitted by admin on Sat, 09/12/2015 - 13:56' and 'Lorem ipsum dolor sit amet, consectetur adipiscing elit. Pellentesque eleifend maximus enim id molestie. Praesent pharetra sodales risus id semper. Nulla maximus dolor a ipsum egestas, id bibendum eros consectetur. Aliquam ex ipsum, tempus sit amet est ut, molestie fermentum magna.' Below the text is a row of social media sharing buttons: Facebook Share, Twitter Tweet, LinkedIn Share, Email, ShareThis!, Pinterest, and G+.

30. INTERNATIONALIZATION

In this chapter, we will learn about **Internationalization** in Drupal. Internationalization is a module which lets you create multilingual sites. This way you can display your website in different languages.

Following are the steps for Internationalization:

Step (1): Click **Module** from the menu bar.



Step (2): To get the Internationalization module you must first download and install it in Drupal. Then you must enable the **Internationalization** module, and click **Save Configuration**.

| Multilingual – Internationalization | | | | |
|-------------------------------------|----------------------|----------|--|------------|
| Enabled | Name | Version | Description | Operations |
| <input type="checkbox"/> | Block languages | 7.x-1.13 | Enables language selector for blocks and optional block translation. Requires: Block (enabled), String translation (disabled), Locale (disabled), Internationalization (disabled), Variable (missing) | |
| <input type="checkbox"/> | Contact translation | 7.x-1.13 | Makes contact categories and replies available for translation. Requires: Contact (enabled), String translation (disabled), Locale (disabled), Internationalization (disabled), Variable (missing) | |
| <input type="checkbox"/> | Field translation | 7.x-1.13 | Translate field properties Requires: Field (enabled), Field SQL storage (enabled), String translation (disabled), Locale (disabled), Internationalization (disabled), Variable (missing) | |
| <input checked="" type="checkbox"/> | Internationalization | 7.x-1.13 | Extends Drupal support for multilingual features. Requires: Locale (disabled), Variable (missing) Required by: String translation (disabled), Block languages (disabled), Contact translation (disabled), Field translation (disabled), Translation sets (disabled), Taxonomy translation (disabled), Multilingual content (disabled), Multilingual forum (disabled), Menu translation (disabled), Path translation (disabled), Translation redirect (disabled), Multilingual select (disabled), Synchronize translations (disabled), Variable translation (disabled), User mail translation (disabled) | |
| <input type="checkbox"/> | Menu translation | 7.x-1.13 | Supports translatable custom menu items. Requires: Internationalization (disabled), Locale (disabled), Variable (missing), Menu (enabled), String translation (disabled), Translation sets (disabled) | |
| <input type="checkbox"/> | Multilingual content | 7.x-1.13 | Extended node options for multilingual content Requires: Content translation (disabled), Locale (disabled), Internationalization (disabled), Variable (missing), String translation (disabled) Required by: Multilingual forum (disabled) | |

Step (3): Next, you can see a **Configure** setting on the right side of the page for Internationalization module as shown in the following screen.

| | | | | | |
|-------------------------------------|----------------------|----------|--|------|----------------------------|
| <input checked="" type="checkbox"/> | Internationalization | 7.x-1.13 | Extends Drupal support for multilingual features. Requires: Locale (enabled), Variable (enabled) Required by: String translation (enabled), Block languages (enabled), Contact translation (disabled), Field translation (enabled), Translation sets (enabled), Taxonomy translation (enabled), Multilingual content (enabled), Multilingual forum (disabled), Menu translation (enabled), Path translation (disabled), Translation redirect (enabled), Multilingual select (enabled), Synchronize translations (enabled), Variable translation (enabled), User mail translation (disabled) | Help | Configure (circled in red) |
|-------------------------------------|----------------------|----------|--|------|----------------------------|

Step (4): Click **Configure** and you get the following page.

In Languages for content:

- **Enabled language only:** When you check this box, you can only view those languages that are enabled.
- **All Defined languages will be allowed:** Only the defined languages will be allowed, when you check this box.

You can see some tabs on the top right corner of the page:

- **Multilingual Settings:** You can study about multilingual settings in detail in the chapter Drupal - Multilingual Content

- **Selection:** You can select nodes and taxonomy according to language.
- **Variables:** Select variables to be set.
- **Node Options:** Helps you set nodes.
- **Strings:** Helps to change the format of the page.

Once you are done with the changes, click **Save Configuration**.

31. EXTENSION

In this chapter, we will learn about **Drupal Extensions**. To extend the functionality of the site, different extensions can be installed.

Following are the steps to install Extension module in Drupal.

Step (1): Click **Modules** from the menu bar.



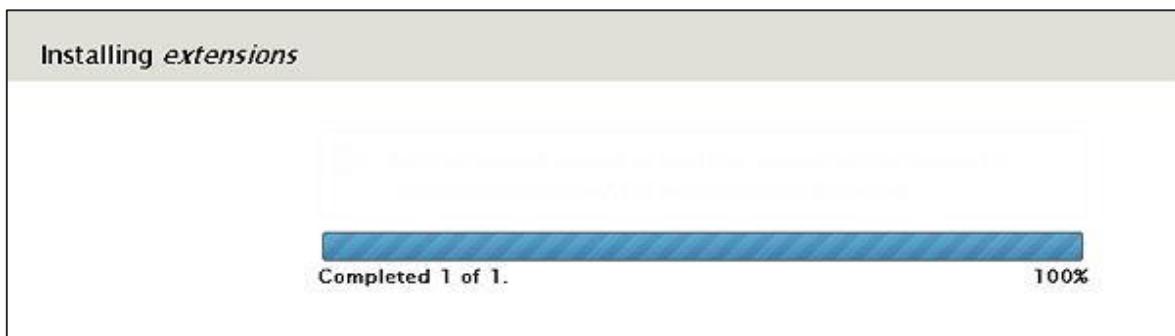
Step (2): Click on **Install new module**.

A screenshot of the "Modules" page. At the top, there are three buttons: "List", "Update", and "Uninstall". Below them is a text box containing instructions about contributed modules and updates. At the bottom left, there is a button labeled "+ Install new module", which is circled in red.

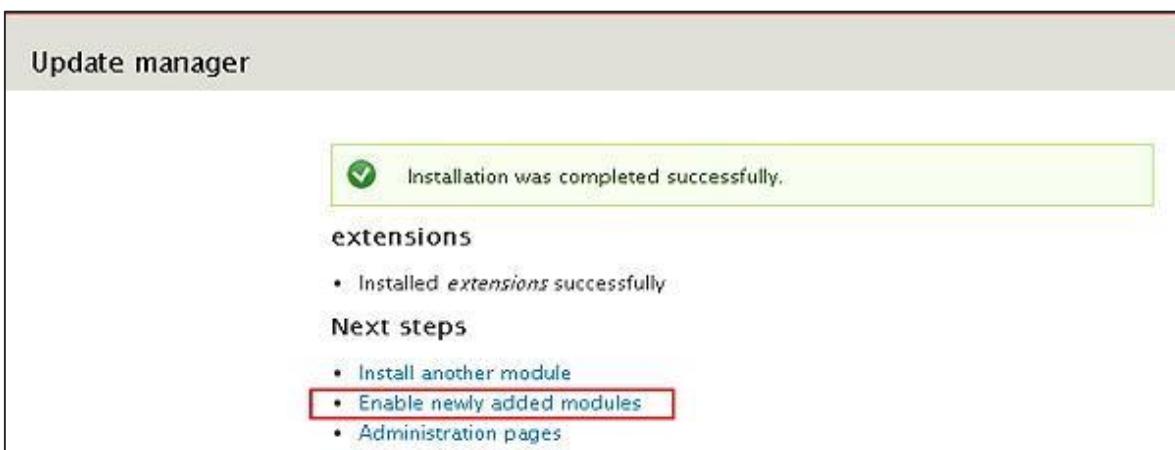
Step (3): The following page gets displayed. Here, enter the module URL in the box as shown in the following image and click **Install**.

A screenshot of the "Install new module" form. It has two main sections: "Install from a URL" where a URL like "http://ftp.drupal.org/files/projects/extensions-7.x-1.x" is entered, and "Or Upload a module or theme archive to install" where a file input field shows "No file chosen". At the bottom is a large "Install" button, which is circled in red.

Step (4): The module starts getting installed as shown in the following screen.



Step (5): Once installation is complete, you get the following screen. Here, click **Enable newly added modules** link.



Step (6): Next, a *Module* page gets displayed where your module has been installed, now you can enable the module.

| Enabled | Name | Version | Description | Operations |
|-------------------------------------|------------|-------------|--|------------|
| <input checked="" type="checkbox"/> | Extensions | 7.x-1.x-dev | An API for reusable objects. Requires: X Autoload (enabled) | |

32. DEFAULT MODULES

In this chapter, we will study about **Default Modules** in Drupal. After installing Drupal, you will see total 44 default modules. You can see all these modules in *Core section*. By default 29 modules are enabled after installation.

Step (1): Click **Modules**, you will see the list of modules in **CORE** section as shown in the following screen.

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|---------|---------------------|---------|---|--|
| ✓ | Aggregator | 7.38 | Aggregates syndicated content (RSS, RDF, and ATOM feeds). | Help Permissions Configure |
| ✓ | Block | 7.38 | Controls the visual building blocks a page is constructed with. Blocks are boxes of content, such as a menu or region, of a web page. | Help Permissions Configure |
| ✓ | Blog | 7.38 | Allows users to create and organize related content in an outline. | Help Permissions Configure |
| ✓ | Book | 7.38 | Allows administrators to change the color scheme of their site's channels. | Help Permissions Configure |
| ✓ | Color | 7.38 | Allows users to comment on and discuss published content. | Help Permissions Configure |
| ✓ | Comment | 7.38 | Provides SQL storage (enabled), Field (disabled), Field UI (disabled), Tracker (disabled). | Help Permissions Configure |
| ✓ | Contact | 7.38 | Enables the use of both personal and site-wide contact forms. | Help Permissions Configure |
| ✓ | Content translation | 7.38 | Allows content to be translated into different languages. | Help Permissions Configure |
| ✓ | Contextual links | 7.38 | Provides contextual links to perform actions related to elements on a page. | Help Permissions Configure |
| ✓ | Dashboard | 7.38 | Provides a dashboard page for organizing administrative tasks and tracking information about your site. | Help Permissions Configure |
| ✓ | Database logging | 7.38 | Logs and records system events to the database. | Help Permissions Configure |
| ✓ | Field | 7.38 | Field API to add fields to entities like nodes and users. | Help Permissions Configure |
| ✓ | Field SQL storage | 7.38 | Stores field data in an SQL database. | Help Permissions Configure |
| ✓ | Field UI | 7.38 | User interface for the Field API. | Help Permissions Configure |
| ✓ | File | 7.38 | Defines a file field type. | Help Permissions Configure |
| ✓ | Filter | 7.38 | Filters content in preparation for display. | Help Permissions Configure |
| ✓ | Forum | 7.38 | Provides discussion forums. | Help Permissions Configure |
| ✓ | Help | 7.38 | Manages the display of online help. | Help Permissions Configure |
| ✓ | Image | 7.38 | Provides image manipulation tools. | Help Permissions Configure |
| ✓ | List | 7.38 | Defines list field types. Use with Options to create lists of items. | Help Permissions Configure |
| ✓ | Locale | 7.38 | Adds language handling functionality and enables the translation of the user interface to multiple languages. | Help Permissions Configure |
| ✓ | Menu | 7.38 | Allows administrators to customize the site navigation. | Help Permissions Configure |
| ✓ | Node | 7.38 | Allows content to be submitted to the site and displayed on pages. | Help Permissions Configure |
| ✓ | Number | 7.38 | Defines numeric field types. | Help Permissions Configure |
| ✓ | OpenID | 7.38 | Allows users to log into your site using OpenID. | Help Permissions Configure |
| ✓ | Options | 7.38 | Defines selection, check box, and radio button field types, along with many other field types. | Help Permissions Configure |
| ✓ | Overlay | 7.38 | Displays the Drupal administration interface in an overlay. | Help Permissions Configure |
| ✓ | Path | 7.38 | Allows users to rename URLs. | Help Permissions Configure |
| ✓ | PHP filter | 7.38 | Allows embedded PHP code/snippets to be evaluated. | Help Permissions Configure |
| ✓ | Poll | 7.38 | Allows your site to capture votes on different topics in the form of multiple choice questions. | Help Permissions Configure |
| ✓ | KOF | 7.38 | Enriches your content with metadata to let other applications (e.g. search engines) automatically find and index your relationships and attributes. | Help Permissions Configure |
| ✓ | Search | 7.38 | Enables site-wide keyword searching. | Help Permissions Configure |
| ✓ | Shortcut | 7.38 | Allows users to manage customizable lists of short-cut links. | Help Permissions Configure |
| ✓ | Statistics | 7.38 | Logs access statistics for your site. | Help Permissions Configure |
| ✓ | System | 7.38 | Logs and records system events to syslog. | Help Permissions Configure |
| ✓ | System | 7.38 | Handles general site configuration for administrators. | Help Permissions Configure |
| ✓ | Taxonomy | 7.38 | Enables the categorization of content. | Help Permissions Configure |
| ✓ | Testing | 7.38 | Provides a framework for unit and functional testing. | Help Permissions Configure |
| ✓ | Text | 7.38 | Defines simple text field types. | Help Permissions Configure |
| ✓ | Toolbar | 7.38 | Provides a toolbar that shows the top-level menu items and links from other modules. | Help Permissions Configure |
| ✓ | Tracker | 7.38 | Enables tracking of recent content for users. | Help Permissions Configure |
| ✓ | Trigger | 7.38 | Enables actions to be fired on certain system events, such as when a node is created. | Help Permissions Configure |
| ✓ | Update manager | 7.38 | Checks for available updates, and can securely install or update modules and themes via the interface. | Help Permissions Configure |
| ✓ | User | 7.38 | Manages the user registration and login system. | Help Permissions Configure |

Following is the list of **default modules** installed in Durpal7. These are the core modules required by Drupal and it cannot be disabled.

- **Block:** Controls the constructed page with visual building blocks. Blocks are boxes of content provided into an area or region of a web page.
- **Color:** Permits administrators to modify the color scheme of compatible themes.
- **Comment:** Permits users to comment and discuss about the published content.
- **Contextual links:** Provides contextual links to execute actions associated with elements on a page.
- **Dashboard:** Offers a dashboard page in the administrative interface for forming administrative projects and tracking information within your website.
- **Database logging:** Logs and records system events to the database.
- **Field:** Field API allows adding fields to entities like nodes and users.
- **Field SQL storage:** It sets to store field data in an SQL database.
- **Field UI:** User interface for the Field API.
- **File:** Specifies a file field type.
- **Filter:** Filters content and exhibits in order.
- **Help:** Manages the display of online help.
- **Image:** Allows image handling tools.
- **List:** Specifies list field types. Creates choice lists with this selection.
- **Menu:** Permits administrators to customize the site navigation menu as per the choice.
- **Node:** Allows content to be submitted to the site and displayed on pages.
- **Number:** It sets the numeric field types.
- **Options:** It specifies the choice, check box and radio button widgets for text and numeric fields.
- **Overlay:** It specifies the Drupal administration interface in an overlay.
- **Path:** Permits users to rename URLs.
- **RDF:** It improves your content with metadata to allow other applications (e.g. search engines, aggregators) to its relationships and attributes in understand in a better manner.
- **Search:** Permits site-wide keyword searching.
- **Shortcut:** Permits users to manage customizable lists of shortcut links.

- **System:** Handles general site configuration for administrators.
- **Taxonomy:** Enables the categorization of content.
- **Text:** Defines simple text field types.
- **Toolbar:** Provides a toolbar that shows the top-level administration menu items and links from other modules.
- **Update manager:** Checks for available updates and can securely install or update modules and themes via a web interface.
- **User:** Manages the user registration and login system.

33. PANE MODULE

In this chapter, we will learn about using **Pane Module** in Drupal. Pane module is used to translate the custom panel's pane with optional title that will be stored as variables and it can be translate or edit quickly.

Following are the steps to add **Pane Module**.

Step (1): Download the latest file of [Pane module](#) from the link and install in your Drupal site.

Step (2): Enable the one you want to use and click **Save Configuration** at the bottom of the page.

| Other | | | | |
|-------------------------------------|-----------------------|---------|---|------------------------------|
| Enabled | Name | Version | Description | Operations |
| <input checked="" type="checkbox"/> | Pane | 7.x-2.7 | Translatable custom panel panes Requires: Chaos tools (enabled) Required by: Pane Entity Host (enabled), Pane Entity Reference (disabled) | Permissions |
| <input checked="" type="checkbox"/> | Pane Entity Host | 7.x-2.7 | Provides a pane that hosts another entity Requires: Pane (enabled), Chaos tools (enabled) | |
| <input type="checkbox"/> | Pane Entity Reference | 7.x-2.7 | Entity reference pane Requires: Pane (enabled), Chaos tools (enabled), Entityreference (missing) | |

Step (3): Click **Structure** from the menu bar.



Step (4): Click on Panes.

Home > Administration

Structure

- Blocks** Configure what block content appears in your site's sidebars and other regions.
- Contact form** Create a system contact form and set up categories for the form to use.
- Content types** Manage content types, including default status, front page promotion, comment settings, etc.
- Custom content panes** Add, edit or delete custom content panes.
- Forums** Control forum hierarchy settings.
- Menus** Add new menus to your site, edit existing menus, and rename and reorganize menu links.
- Pages** Add, edit and remove overridden system pages and user defined pages from the system.
- Panes** Add, edit and remove configurable custom Panes. **(This link is circled in red)**
- Taxonomy** Manage tagging, categorization, and classification of your content.

Step (5): Then click **Add pane to add a new pane.**

Home > Administration > Structure

Panes

+ Add pane

| Title | Type | Description | Operations |
|---------------------|------|-------------|------------|
| There are no panes. | | | |

Navigation

- Add content
- Chaos Tools AJAX Demo
- Forums
- Variable example
- Feed aggregator

Step (6): The *Panes* page gets displayed as shown in the following screen.

Home > Administration > Structure > Panes

Panes

Title

The title of the pane as shown to the user.

Description *

A brief description of your pane. Used as title on administration pages.

Type *

- Select - ▾

Remove this pane
NOTE: Be sure this pane is no longer in use on your site before removing

Save Configuration (button circled in red) **Cancel**

It contains the following fields.

- **Title:** Enter your pane title in this box.
- **Description:** Describe your pane in a line or a sentence.
- **Type:** Select type accordingly, it may be either **Text** or **Entity Host**.

After filling the details, click **Save Configuration**.

Step (7): Your **Pane module** gets displayed as shown in the following image. If you want to make any changes in the pane, then click **Edit**.

+ Add pane

Panes

| Title | Type | Description | Operations |
|----------|------|-------------|--------------------------|
| Cuisines | Text | Cuisines | configure edit content |

Navigation

- > Add content
- > Chaos Tools AJAX Demo
- > Forums
- > Variable example
- > Feed aggregator

Step (8): The *Pane* page gets displayed.

Panes: The Cruise Ship Industry the fastest growing and most exciting travel, leisure industry in the world.

Language
English ▾

Instance Title
Cuisines

Description

Text format Filtered HTML ▾ More information about text formats ⓘ

- Web page addresses and e-mail addresses turn into links automatically.
- Allowed HTML tags: <a> <cite> <blockquote> <code> <dl> <dt> <dd>
- Lines and paragraphs break automatically.

Save Content Cancel

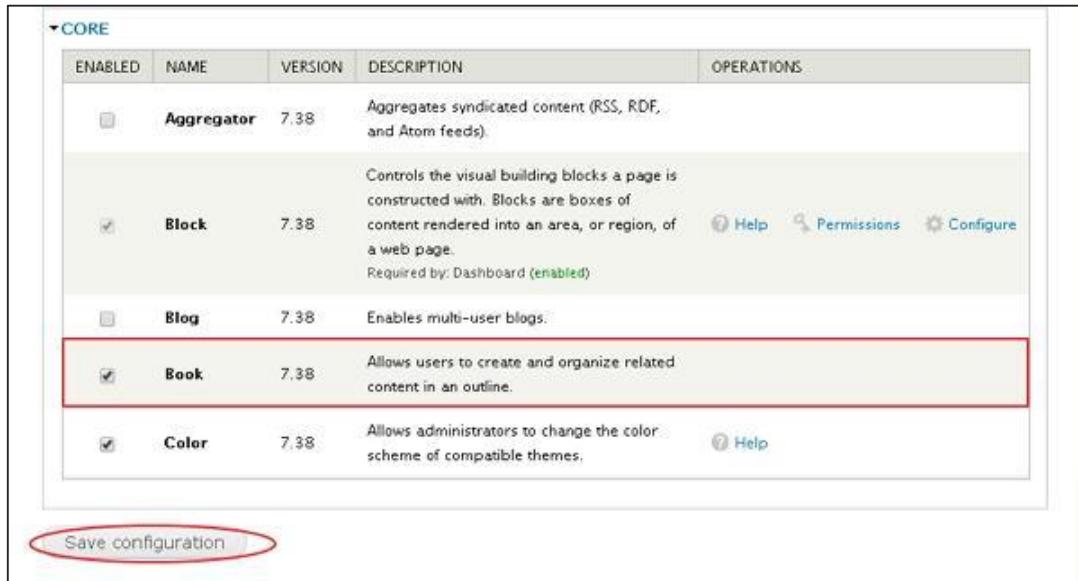
Make the required changes and click **Save Content**.

34. BOOK MODULE

In this chapter, we will study about **Book Module** in Drupal. Books have an in-built hierarchical navigation, which means that you can organize them to read in a special order. The book content type also allows you to make your website content easier to print by site visitors.

Following are the simple steps to configure Book module in Drupal.

Step (1): Enable the *Book* in Modules and click **Save configuration**.

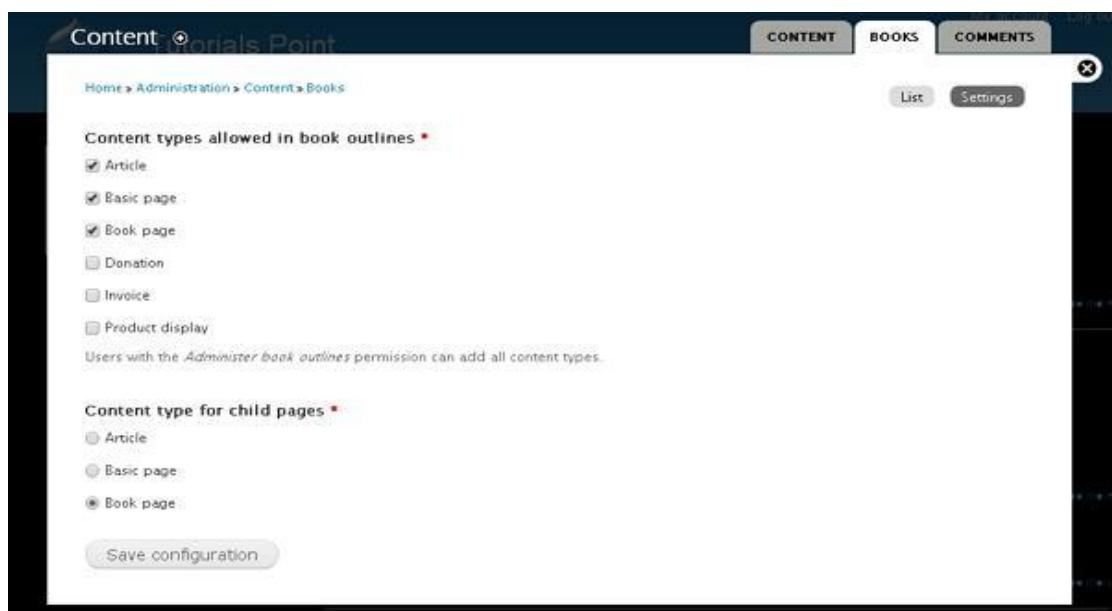


The screenshot shows the 'CORE' section of the Drupal Modules page. A table lists several modules:

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|------------|---------|--|--|
| <input type="checkbox"/> | Aggregator | 7.38 | Aggregates syndicated content (RSS, RDF, and Atom feeds). | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Block | 7.38 | Controls the visual building blocks a page is constructed with. Blocks are boxes of content rendered into an area, or region, of a web page. Required by: Dashboard (enabled) | Help Permissions Configure |
| <input type="checkbox"/> | Blog | 7.38 | Enables multi-user blogs. | |
| <input checked="" type="checkbox"/> | Book | 7.38 | Allows users to create and organize related content in an outline. | |
| <input checked="" type="checkbox"/> | Color | 7.38 | Allows administrators to change the color scheme of compatible themes. | Help |

A red oval highlights the 'Save configuration' button at the bottom left of the module list.

Step (2): Click on **Content** and check the boxes, select the content type that you want to enable for books.



The screenshot shows the 'Content' configuration page for books. It has tabs for CONTENT, BOOKS, and COMMENTS. The CONTENT tab is active. The page displays settings for 'Content types allowed in book outlines' and 'Content type for child pages'.

Content types allowed in book outlines *

- Article
- Basic page
- Book page
- Donation
- Invoice
- Product display

Users with the *Administer book outlines* permission can add all content types.

Content type for child pages *

- Article
- Basic page
- Book page

[Save configuration](#)

Click **Save configuration** to save your content type.

Step (3): Click **Create content -> Book page** or on Shortcut bar **Book page** as shown in the following screen.

The screenshot shows the 'Create Book page' interface. At the top, there's a navigation bar with 'My account' and 'Log out'. Below it, the title 'Book Demo' is entered. The 'Body (Edit summary)' field contains placeholder text about Lorem Ipsum. Under 'Text format', it says 'Filtered HTML' with a link to 'More information about text formats'. The 'Menu settings' sidebar lists options like 'Not in menu', 'Book outline' (which is selected and highlighted with a red box), 'Revision information', 'URL path settings', 'Comment settings', 'Authoring information', and 'Publishing options'. In the main content area, under 'Book', the 'create a new book' dropdown is circled in red. It says 'Your page will be a part of the selected book.' and 'This will be the top-level page in this book.'. A 'Weight' input field is set to '0'. At the bottom, there are 'Save' and 'Preview' buttons, both of which are circled in red.

Spread out the section under Book outline and select **create a new book**. You can set the weight to 0.

Click the **Save button** and your top level page is created.

Step (4): Once your book has been created, you can create child pages by clicking the **Add child** link at the bottom of the book page.

Book Demo

[View](#) [Edit](#) [Outline](#)

Submitted by admin on Tue, 09/29/2015 - 11:03

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

[Add child page](#) [Printer-friendly version](#)

Step (5): Further, click **Content management -> Books -> List** as shown in the following screen. Click on **edit order and titles** under Operations column.

The screenshot shows the Drupal Content Management interface. At the top, there are tabs for 'CONTENT', 'BOOKS', and 'COMMENTS'. Below the tabs, a breadcrumb navigation shows 'Home > Administration > Content'. A main content area displays a brief description of the Book module. In the center, there is a table with two columns: 'BOOK' and 'OPERATIONS'. The first row contains 'Book Demo' in the 'BOOK' column and a link 'edit order and titles' in the 'OPERATIONS' column, which is highlighted with a red box. The second row contains 'Book1' in the 'BOOK' column and links 'view', 'edit', and 'delete' in the 'OPERATIONS' column.

Step (6): You will see the screen as shown in the following screen. This page allows you to move your book pages around to fit your needs. Press and hold on the four pronged arrow and move it to the position to rearrange your pages. You can also drag the page to the right to make it a child page.

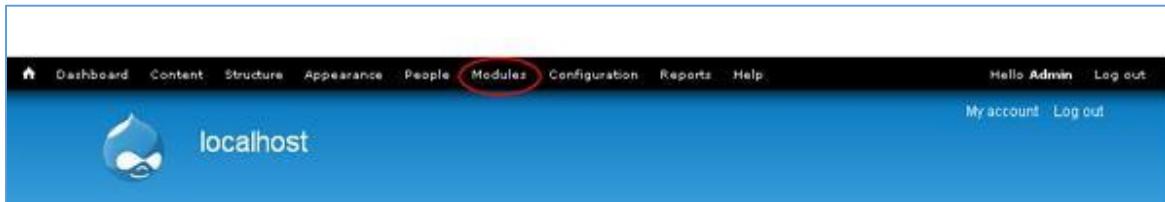
The screenshot shows the 'Edit book pages' screen for the 'Book Demo' book. The title 'Book Demo' is at the top. Below it, there is a table with 'TITLE' and 'OPERATIONS' columns. The first row contains 'Books' and links 'view', 'edit', and 'delete'. The second row contains 'Book1' and links 'view', 'edit', and 'delete'. The 'Book1' row is highlighted with a yellow background. At the bottom left, there is a button labeled 'Save book pages'.

35. AGGREGATOR MODULE

In this chapter, we will study about **Aggregator Module** in Drupal. Aggregator Module takes the content from other websites but does not generate any feeds. It is also known as a feed reader. It gathers and displays texts and images from other sites and blogs.

Following are the steps to enable Aggregator Module.

Step (1): Click **Modules** from the menu bar.



Step (2): A list of different modules gets displayed. Enable the **Aggregator** module and click **Save Configuration** as shown in the following screen.

A screenshot of the 'Modules' configuration page. At the top, there are buttons for List, Update, and Uninstall. Below that is a note about contributed modules and updates. The main table lists core modules. The 'Aggregator' module is listed with its status as 'Enabled' (indicated by a checked checkbox, which is circled in red). Other modules listed include Block, Blog, Book, Color, Comment, Toolbar, Tracker, Trigger, Update manager, and User. Each module row includes 'Help', 'Permissions', and 'Configure' links. At the bottom of the table, there is a 'Save configuration' button, which is also circled in red.

Step (3): Now, go back to the aggregator module and click **Configure** option on the right side.

| Core | | | | | | |
|-------------------------------------|------------|---------|--|----------------------|-----------------------------|---------------------------|
| Enabled | Name | Version | Description | Operations | | |
| <input checked="" type="checkbox"/> | Aggregator | 7.39 | Aggregates syndicated content (RSS, RDF, and Atom feeds). | Help | Permissions | Configure |
| <input checked="" type="checkbox"/> | Block | 7.39 | Controls the visual building blocks a page is constructed with. Blocks are boxes of content rendered into an area, or region, of a web page. Required by: Dashboard (enabled) | Help | Permissions | Configure |
| <input type="checkbox"/> | Blog | 7.39 | Enables multi-user blogs. | | | |
| <input type="checkbox"/> | Book | 7.39 | Allows users to create and organize related content in an outline. | | | |

Step (4): A Feed aggregator page gets displayed.

Feed aggregator

[List](#) [Settings](#)

Allowed HTML tags

 A space-separated list of HTML tags allowed in the content of feed items. Disallowed tags are stripped from the content.

Number of items shown in listing pages

Discard items older than

 Requires a correctly configured cron maintenance task.

Select categories using
 checkboxes
 multiple selector
 For a small number of categories, checkboxes are easier to use, while a multiple selector works well with large numbers of categories.

Length of trimmed description

 The maximum number of characters used in the trimmed version of content.

Save configuration

Following are the settings present on this page.

- **Allowed HTML tags:** This specifies that you can get only those HTML tags which are included in the given text box as you can see in the image. If you remove any of them you won't find that particular tag in your content.
- **Number of items shown in listing pages:** Select the number of items you want to be displayed on your pages.
- **Discard items older than:** You can remove items that are older by using this option.
- **Select categories using:** You can select categories accordingly, either by clicking on **Check boxes** radio button or **multiple selectors**.
- **Length of trimmed description:** Select the length of your descriptions.

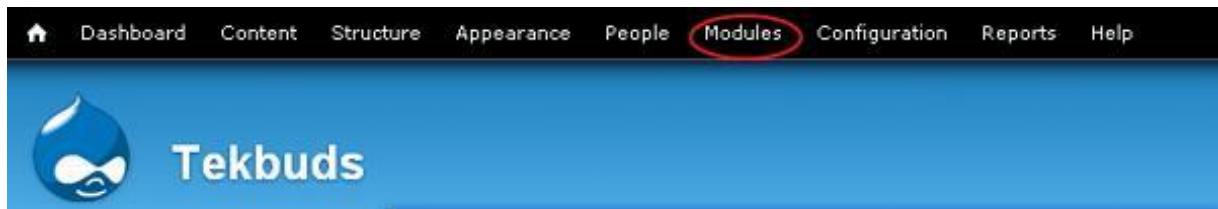
Once you are done with all the settings, click **Save Configuration**.

36. CONTACT MODULE

In this chapter, we will study about creating contact form in Drupal. Contact form is used to submit the information of user in Drupal.

Following are the steps to add Contact module.

Step (1): Click **Modules** menu.



Step (2): A list of different modules gets displayed. Enable the **Contact** module and click **Save Configuration** as shown in the following screen.

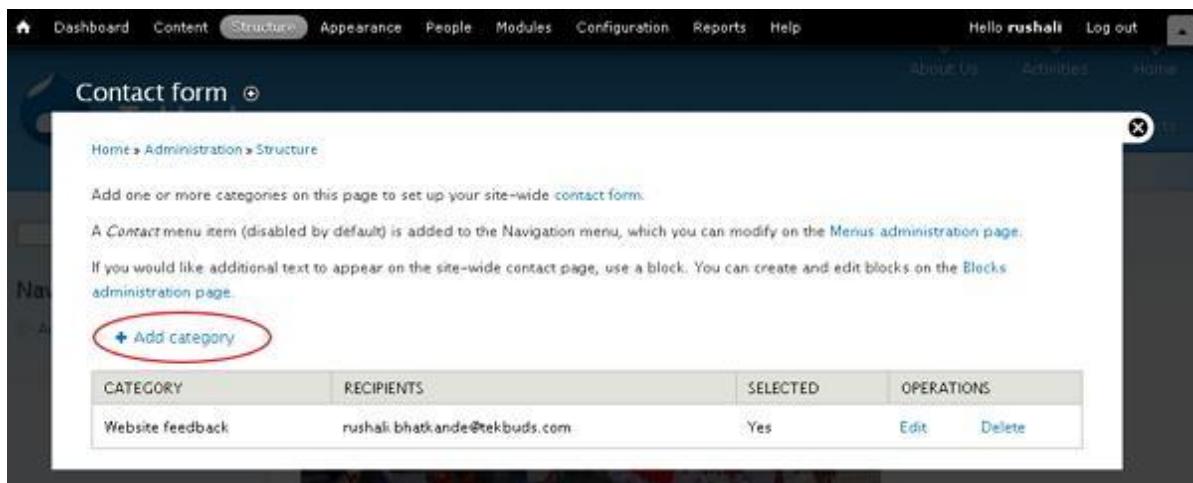
A screenshot of the Drupal 7 Modules configuration page. The page shows a list of core modules. The 'Contact' module is highlighted with a red box and has its checkbox checked. At the bottom left of the module list, there is a 'Save configuration' button, which is also circled in red.

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|----------------|---------|--|--|
| <input type="checkbox"/> | Aggregator | 7.39 | Aggregates syndicated content (RSS, RDF, and Atom feeds). | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Block | 7.39 | Controls the visual building blocks a page is constructed with. Blocks are boxes of content rendered into an area, or region, of a web page. Required by: Dashboard (disabled) | Help Permissions Configure |
| <input type="checkbox"/> | Blog | 7.39 | Enables multi-user blogs. | Help Permissions Configure |
| <input type="checkbox"/> | Book | 7.39 | Allows users to create and organize related content in an outline. | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Color | 7.39 | Allows administrators to change the color scheme of compatible themes. | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Comment | 7.39 | Allows users to comment on and discuss published content. Requires: Text (enabled), Field (enabled), Field SQL storage (enabled) Required by: Forum (disabled), Tracker (disabled) | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Contact | 7.39 | Enables the use of both personal and site-wide contact forms. | Help Permissions Configure |
| <input type="checkbox"/> | Testing | 7.39 | Provides a framework for unit and functional testing. | Help Permissions |
| <input checked="" type="checkbox"/> | Text | 7.39 | Defines simple text field types. Requires: Field (enabled), Field SQL storage (disabled) Required by: Drupal (Field type(s) in use - see Field list), Comment (disabled), Forum (disabled), Tracker (disabled) | Help Permissions |
| <input checked="" type="checkbox"/> | Toolbar | 7.39 | Provides a toolbar that shows the top-level administration menu items and links from other modules. | Help Permissions |
| <input type="checkbox"/> | Tracker | 7.39 | Enables tracking of recent content for users. Requires: Comment (enabled), Text (enabled), Field (enabled), Field SQL storage (disabled) | Help Permissions |
| <input type="checkbox"/> | Trigger | 7.39 | Enables actions to be fired on certain system events, such as when new content is created. | Help Permissions |
| <input checked="" type="checkbox"/> | Update manager | 7.39 | Checks for available updates, and can securely install or update modules and themes via a web interface. | Help Permissions Configure |
| <input checked="" type="checkbox"/> | User | 7.39 | Manages the user registration and login system. Required by: Drupal | Help Permissions Configure |

Step (3): Go back to the contact module and click the **Configure** tab as shown in the following screen.

| CORE | | | | |
|-------------------------------------|---------------------|---------|--|--|
| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
| <input type="checkbox"/> | Aggregator | 7.39 | Aggregates syndicated content (RSS, RDF, and Atom feeds). | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Block | 7.39 | Controls the visual building blocks a page is constructed with. Blocks are boxes of content rendered into an area, or region, of a web page. Required by: Dashboard (enabled) | Help Permissions Configure |
| <input type="checkbox"/> | Blog | 7.39 | Enables multi-user blogs. | |
| <input type="checkbox"/> | Book | 7.39 | Allows users to create and organize related content in an outline. | |
| <input checked="" type="checkbox"/> | Color | 7.39 | Allows administrators to change the color scheme of compatible themes. | Help |
| <input checked="" type="checkbox"/> | Comment | 7.39 | Allows users to comment on and discuss published content. Requires: Text (enabled), Field (enabled), Field SQL storage (enabled) Required by: Forum (disabled), Tracker (disabled) | Help Permissions Configure |
| <input checked="" type="checkbox"/> | Contact | 7.39 | Enables the use of both personal and site-wide contact forms. | Help Permissions Configure |
| <input type="checkbox"/> | Content translation | 7.39 | Allows content to be translated into different languages. Requires: Locale (disabled) | |

Step (4): Now you can view the information of all the categories and you can also add extra contacts. Click **Add Category**.



The screenshot shows the 'Contact form' configuration page. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports, Help, Hello rushali!, Log out, About Us, Activities, and Home. Below the navigation, the title 'Contact form' is displayed. A sub-navigation bar shows 'Home > Administration > Structure'. The main content area has instructions: 'Add one or more categories on this page to set up your site-wide contact form.' It also mentions that a 'Contact' menu item (disabled by default) is added to the Navigation menu. There's a note about adding additional text via blocks. A prominent blue button labeled '+ Add category' is highlighted with a red circle. Below this, a table lists a single category: 'Website feedback' under 'CATEGORY', 'rushali.bhatkande@tekbuds.com' under 'RECIPIENTS', 'Yes' under 'SELECTED', and 'Edit' and 'Delete' under 'OPERATIONS'.

Step (5): The contact form gets displayed as shown in the following screen.

The screenshot shows the 'Contact form' configuration page in Drupal. It includes fields for:

- Category**: Product
- Recipients**: product@tutorialspoint.com
- Auto-reply**: (empty)
- Weight**: 0
- Selected**: No

At the bottom is a 'Save' button.

It contains the following fields.

- **Category**: Specify the name of the category for feedback form.
- **Recipients**: Specify the e-mail address where you wish to receive mails.
- **Auto-reply**: Sends the automatic reply message to the user.
- **Weight**: Sets the list in order.
- **Selected**: Selecting **Yes** option, it sets the category as default.

After filling all information about the contact, click the **Save** button to save your contact form information.

Step (6): You can see the created contact form in the list as shown in the following screen. To view the contact form, click **Contact form** tab.

The screenshot shows the 'Contact form' list page. It displays a table with two rows:

| CATEGORY | RECIPIENTS | SELECTED | OPERATIONS |
|------------------|-------------------------------|----------|-------------|
| Products | product@tutorialspoint.com | No | Edit Delete |
| Website feedback | rushali.bhatkande@telbudi.com | Yes | Edit Delete |

Step (7): The category which you have added will get displayed in the category field as shown in the following screen.

The screenshot shows a Drupal-based contact form titled "Contact". The form includes fields for "Your name" (rushali), "Your e-mail address" (rushali.bhatkande@tekbuds.com), "Subject" (left empty), and "Category" (set to "Website feedback"). A dropdown menu for "Category" lists three options: "Website feedback", "Products", and "Website Feedback", with "Website Feedback" highlighted. Below the form is a checkbox labeled "Send yourself a copy." and a "Send message" button.

37. FORM MODULE

In this chapter, we will learn about **Form module** in Drupal. This module lets you create a form in Drupal based on the website for your users.

Following are the steps to install Form Module in Drupal.

Step (1): Download the latest file of [Form Builder](#) module from the link and install in your Drupal site.

Step (2): Enable Form Builder module from the module page.

| Other | | | | |
|-------------------------------------|-------------------------|-------------|--|------------|
| Enabled | Name | Version | Description | Operations |
| <input checked="" type="checkbox"/> | Extensions | 7.x-1.x-dev | An API for reusable objects. Requires: X Autoload (enabled) | |
| <input checked="" type="checkbox"/> | Form builder | 7.x-1.13 | Form building framework. Requires: Chaos tools (enabled), Options element (enabled) Required by: Form builder examples (enabled), Form builder Webform UI (enabled) | |
| <input checked="" type="checkbox"/> | Form builder examples | 7.x-1.13 | Form builder support for CCK, Webform, and Profile modules. Requires: Form builder (enabled), Chaos tools (enabled), Options element (enabled) | |
| <input checked="" type="checkbox"/> | Form builder Webform UI | 7.x-1.13 | Form builder integration for the Webform module. Requires: Form builder (enabled), Chaos tools (enabled), Options element (enabled), Webform (enabled), Views (enabled) | |

Step (3): Click **Form Builder example** from the dashboard.

The screenshot shows the Drupal dashboard at localhost. The top navigation bar includes the Drupal logo, the site name "localhost", and links for "Home" and "INTERNATIONAL CRUISE SERVICES". On the left, there's a sidebar titled "Navigation" with menu items: "Add content", "Form builder example" (which is circled in red), "Variable example", and "Feed aggregator". The main content area has a heading "Welcome to localhost" and a message "No front page content has been created yet." There is also a link "Add new content".

Step (4): A *Form builder example* page gets displayed as shown in the following screen.

The screenshot shows a 'Form builder example' page with 'Edit' and 'Export' buttons at the top. Below is a 'Form preview' section. A 'Sample textfield' is selected, indicated by a red circle around its edit icon (pencil). The configuration for this field includes a 'Prefix: a sample value' and a 'Suffix'. Below the preview are tabs for 'Properties' (highlighted with a red box), 'Display', and 'Validation', followed by a 'Close' button. The main area contains fields for 'Title *' (set to 'Sample textfield'), 'Default value' (set to 'a sample value'), and 'Description' (an empty text area).

Here you can **add**, **edit** or **remove** the details manually.

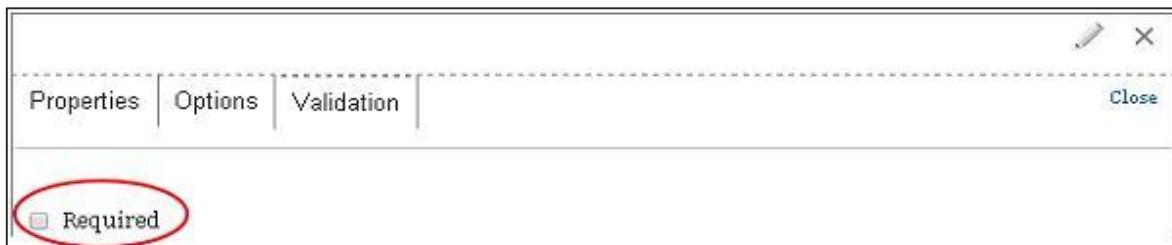
Sample Text Field (Properties)

- **Title:** Enter the title name for your form.
- **Default value:** Sets the default value.
- **Description:** Enter description related to the title in that box.

Sample Text Field (Display)

- **Prefix:** Enter the prefix text.
- **Suffix:** Enter the suffix text.
- **Size:** Input size accordingly.

Sample Text Field (Validation)



- **Required:** Check the box, when you want to validate the text field.

Sample Checkboxes (Properties)

- **Title:** Enter the title name for your form.
- **Description:** Enter description related to the title in that box.

Sample Checkboxes (Options)

The screenshot shows a modal dialog with tabs for 'Properties', 'Options', and 'Validation'. The 'Options' tab is selected. It displays a table with columns 'Default' and 'Value'. Three rows are present, each with a '+' icon and a delete icon. Below the table is a link 'No default'. At the bottom right is a button labeled '+ Add item' with a red oval around it. A tooltip 'Manual entry' is shown over the button. A section titled 'Option settings' contains a checked checkbox 'Customize keys' with a descriptive text below it.

| Default | Value |
|--------------------------|-------|
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |

No default

+ Add item
Manual entry

Customize keys
Customizing the keys will allow you to save one value internally while showing a different option to the user.

- **Options:** Add items, mark as default and input the values.
- **Customize Keys:** Enable this setting if you want to save any one value.

Sample Checkboxes (Validation)



- **Required:** Check the box when you want to validate the field.

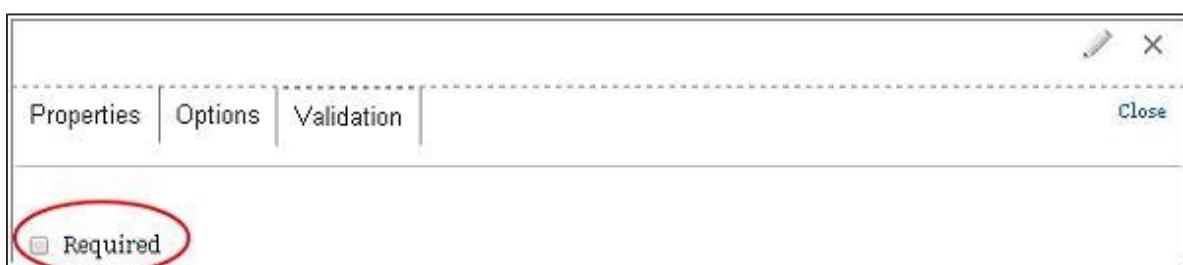
Sample Text Area (Properties)

- **Title:** Enter the title name for your form.
- **Default value:** Set the default value.
- **Description:** Enter description related to the title in that box.

Sample Text Area (Display)

- **Rows:** Enter rows.
- **Columns:** Enter columns.

Sample Text Area (Validation)



- **Required:** Check the box when you want to validate the field.

Sample Radios (Properties)

- **Title:** Enter the title name for your form.
- **Description:** Enter description related to the title in that box.

Sample Radios (Options)

| Default | Value |
|--------------------------|-------|
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |
| <input type="checkbox"/> | |

No default

[+ Add item](#)
[Manual entry](#)

Option settings

Customize keys
Customizing the keys will allow you to save one value internally while showing a different option to the user.

- **Options:** Add items, mark as default and input the values.
- **Customize Keys:** Enable this setting if you want to save any one value.

Sample Radios (Validation)

| Properties | Options | Validation |
|------------|---------|------------|
|------------|---------|------------|

Required

- **Required:** Check the box when you want to validate the field.

Sample Select (Properties)

- **Title:** Enter the title name for your form.
- **Description:** Enter description related to the title in that box.

Sample Select (Options)

The screenshot shows the 'Sample select' configuration dialog. At the top, there is a dropdown menu set to 'two'. Below it, there are three tabs: 'Properties', 'Options' (which is highlighted with a red oval), and 'Validation'. A 'Close' button is on the right.

The 'Options' section has a header 'Options *' and a table with columns 'Default' and 'Value'. It contains three rows:

| Default | Value |
|----------------------------------|-------|
| <input checked="" type="radio"/> | one |
| <input checked="" type="radio"/> | two |
| <input checked="" type="radio"/> | three |

Below the table, there is a link 'No default' and two buttons: '+ Add item' and 'Manual entry'.

At the bottom, there is a section titled 'Option settings' with two checkboxes:

- Customize keys**: Customizing the keys will allow you to save one value internally while showing a different option to the user.
- Allow multiple values**: Multiple values will let users select multiple items in this list.

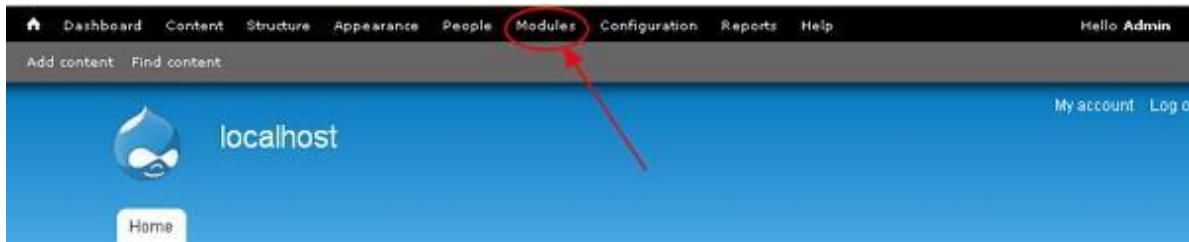
- **Customize Keys:** Enable this setting if you want to save any one value.
- **Allow Multiple Values:** This will help users choose multiple items in your lists.

38. POLL MODULE

In this chapter, we will study how to create a **Poll module** in Drupal. This module helps you create polls for your website. You can ask questions, give any number of answers and your visitors can vote.

Following are the steps to create a **Poll Module**.

Step (1): Click **Module** from the menu bar.



Step (2): Enable the **Poll module** and then click **Save Configuration**.

A screenshot of the 'Administration' > 'Modules' page. The 'CORE' section lists various modules. The 'Poll' module is highlighted with a red circle around its row. At the bottom left of the table, there is a red oval highlighting the 'Save configuration' button.

Step (3): Click **Content -> Add Content**. Click **Poll** as shown in the following screen.

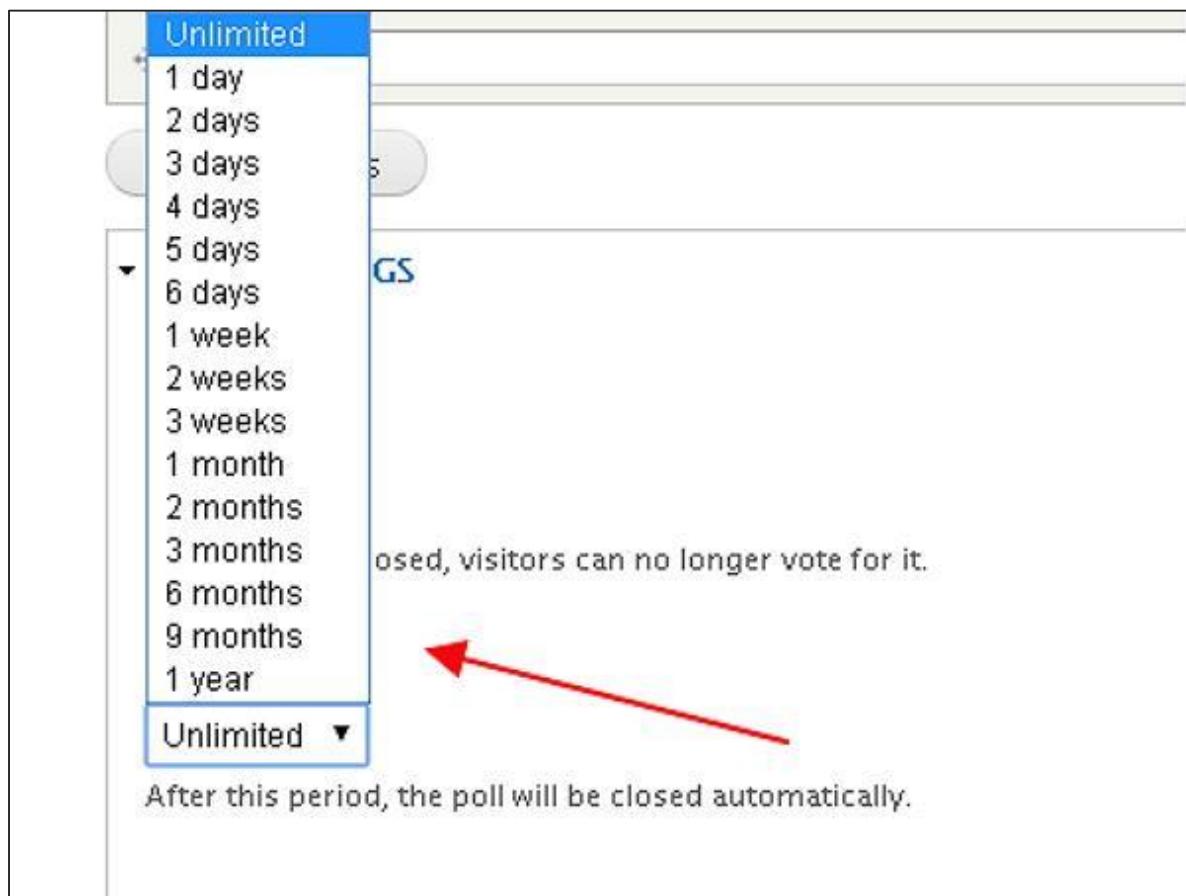
The screenshot shows the Drupal administrative interface. The top navigation bar has 'Content' highlighted with a red circle. Below it, the 'Add content' link is also circled in red. The main content area is titled 'Add content' and lists several content types: Announcements, Article, Basic page, and Poll. The 'Poll' option is circled in red, and its description below states: 'A poll is a question with a set of possible responses. A poll, once created, automatically provides a simple running count of the number of votes received for each response.'

Step 4: A *Create Poll* page gets displayed where you can create a Poll.

The screenshot shows the 'Create Poll' configuration page. At the top, there is a 'Question *' input field. Below it is a table for adding poll choices, with two rows currently listed. The first row has 'CHOICE' as 'What's your favorite programming language?' and 'VOTE COUNT' as '0'. The second row has 'CHOICE' as 'What's your favorite programming language?' and 'VOTE COUNT' as '0'. There is a 'More choices' button. On the right side of the table, there is a 'Show row weights' link. Below the table, there is a section titled 'POLL SETTINGS' with 'Poll status' (set to 'Active') and 'Poll duration' (set to 'Unlimited'). In the bottom left corner, there is a sidebar with various settings sections: 'Menu settings' (Not in menu), 'Revision information' (No revision), 'URL path settings' (No alias), 'Comment settings' (Open), 'Authoring information' (By Admin), and 'Publishing options' (Published, Promoted to front page). At the bottom right, there are 'Save' and 'Preview' buttons, with the 'Save' button circled in red.

It contains the following fields.

- **Question:** Add a question you want to add in the poll.
- **Poll Status:** If you click **Closed**, then visitors cannot vote. And if you click **Active** then visitors are enabled to vote.
- **Poll Duration:** Select a particular time period till you want your poll to exist. After the time period is completed the Poll closes by itself.



After you complete updating settings, click the **Save** button.

39. SITE SECURITY

In this chapter, we will study how to secure the Drupal site. This chapter specifies security configuration suggestions for site administrators and alerts the administrator how to secure the site.

There are many contributed modules which help you with security configuration in which **Security Review** module automates testing the mistakes that makes your site insecure.

- You can report a security issue directly with **Drupal core, contrib** or **Drupal.org** by sending an e-mail regarding the issue. The security team will help in resolving your issue with the help of project maintainer.
- Secure your file permissions and ownership by **configuring** the server file system, as the web server (e.g. Apache) should not have access to edit or write the files. It should be *read only* files, which gets executed later.
- The security risk levels are based on [NIST Common Misuse Scoring System \(NISTIR 7864\)](#), so that the organization can verify how to manage the problem. Below are the points that will help you understand the security risk level by assigning the number between 0 to 25:
 - **0 to 4:** Not Critical.
 - **5 to 9:** Less Critical.
 - **10 to 14:** Moderately Critical.
 - **15 to 19:** Critical
 - **20 to 25:** Highly Critical.
- While accepting the sensitive information like credit card number, the PCI (Payment Card Industry) defines a number of *Data Security Standards*. Though this is not Drupal specific, it is important for each Drupal developer to be aware of this. To know more about the PCI issues, you can refer this link [Drupal PCI Compliance White Paper](#).
- The users are allowed to be deleted or even for the users to delete themselves in Drupal site which can lead to an unexpected situation sometimes.
- Enable **HTTPS**, which is more secure to send sensitive information to a website such as:
 - Credit cards
 - Sensitive cookies such as PHP session cookies
 - Passwords and Usernames
 - Identifiable information (Social Security number, State ID numbers, etc.)

- Confidential content
- Enhance your security using contributed **modules**. Some standard module categories are:
 - Security category
 - User access / authentication
 - Spam prevention modules
- You can disable the roles and permissions of the user by installing the **Secure Permission** module.
- The security operation can be improved in the login operation by installing the **Login Security** module.
- The site administrator can secure its site by making it private and by restricting the site to limited access for the users by the role. Due to this process, your site will not be reachable to search engines and other crawlers (to create an index of data in www).

Part 3: Drupal E-Commerce

40. SHOPPING CART

Basically cart is a process of collecting items or services and uses checkout to collect payment. In this article, we will see how to set up a shopping cart for Drupal site by using **Commerce Kickstart** module.

Commerce Kickstart is a good way to work with Drupal - E-Commerce which comes with different types of features to create user-friendly web store making it easier to launch and administer. You can download the Drupal Commerce Kickstart from [here](#).

Step (1): Download the latest file of Commerce Kickstart module from the above link and install it on your system. After installing the module, you will get the following screen.

The screenshot shows the Drupal admin interface for the Commerce Kickstart module. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Add product, Add product display, Configure store, View orders, and View products. Below the navigation is a header with the Tutorialspoint logo. The main content area has two sections: a 'Shopping cart' summary on the left and a 'Product Three' detail view on the right. The shopping cart summary shows 1 item (Product Three) at \$30.00, with a total of \$30.00. It includes links for View cart and Checkout. The product detail view for 'Product Three' shows its price as \$30.00 and a 'Add to cart' button.

Step (2): Before adding products in your cart, you need to create products in the store. Click **Add Product --> Create Product**.

The screenshot shows the 'Add a product' page. The URL in the address bar is 'Home > Administration > Store > Products'. There are several buttons at the top: 'Add product' (circled in red), 'Add product display', 'View products', 'View orders', 'Configure store', 'Re-order book pages and change titles', 'Edit shortcuts', 'Hello admin', and 'Log out'. Below these, there's a heading 'Add a product' with a sub-heading 'Create Product'. A tooltip for 'Create Product' says 'Stores an Invoice as a product'. Another tooltip for 'Create Product' says 'A basic product type.' At the bottom of the page, there's a note 'Donations for needy people.'

Step (3): You can create product as shown in the following screen.

The screenshot shows the 'Create Product' page in the Drupal admin interface. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, and Help. The 'Store' tab is selected. The main content area is titled 'Create Product'. The 'Product SKU *' field contains 'Tshirt_001'. The 'Title *' field contains 'T-shirt'. An image of a blue t-shirt is uploaded, labeled 't-shirt.jpg (52.62 KB)'. The 'Alternate text' field contains 'Blue Tshirt'. A note below says, 'This text will be used by screen readers, search engines, or when the image cannot be loaded.' The 'Price *' field shows '100 USD'. The 'Status *' section has 'Active' selected. A note below says, 'Disabled products cannot be added to shopping carts and may be hidden in administrative product lists.' A 'CHANGE HISTORY' section titled 'Creation log message' is present. At the bottom, there are three buttons: 'Save product' (circled in red), 'Save and add another', and 'Cancel'.

Following are the details of the fields present on the page.

- **Product SKU:** Unique identifier for the product is given here.
- **Title:** This specifies the title of the product.
- **Image:** Here you can upload image and give alternate text for your product which will be used by screen readers, search engines, when the image cannot be loaded.
- **Price:** It contains price of the product.
- **Status:** Set this field to **Active** option, so that it can be added to shopping cart. If it is set to **Disabled** option, products cannot be added to shopping carts and may be hidden in administrative product lists.
- **Change History:** It provides history of changes made to the product.

After you are done with all settings, click the **Save product** button.

Step (4): You will see the created product in the table.

The screenshot shows the Drupal Admin interface for the 'Products' section. At the top, there's a navigation bar with links like 'Dashboard', 'Content', 'Structure', 'Store', 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. On the right, it says 'Hello admin' and 'Log out'. Below the navigation, there are links for 'Add product', 'Add product display', 'Configure store', 'View orders', and 'View products'. The main area is titled 'Products' and shows a table of products. The table has columns: SKU, TITLE, TYPE, PRICE, STATUS, and OPERATIONS. The products listed are:

| SKU | TITLE | TYPE | PRICE | STATUS | OPERATIONS |
|------------|---------------|---------|----------|--------|---|
| PROD-01 | Product One | Product | \$10.00 | Active | edit delete |
| PROD-02 | Product Two | Product | \$20.00 | Active | edit delete |
| PROD-03 | Product Three | Product | \$30.00 | Active | edit delete |
| Shirt | T-Shirt | Product | \$55.00 | Active | edit delete |
| Tshirt_001 | T-shirt | Product | \$100.00 | Active | edit delete |

A message box at the top says 'Product saved.' with a green checkmark icon. There are also buttons for 'Add a product' and 'Filter by SKUs containing'.

Step (5): To display your product in the cart, click **Add product display**.

The screenshot shows the 'Create Product display' form. At the top, there's a navigation bar with links like 'Dashboard', 'Content', 'Structure', 'Store', 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. On the right, it says 'Hello admin' and 'Log out'. Below the navigation, there are links for 'Add product', 'Add product display', 'Configure store', 'View orders', and 'View products'. The main area is titled 'Create Product display' and shows a form for creating a product display node. The form fields include:

- Title ***: T-Shirt
- Body (Edit summary)**: A large text area for the product summary.
- Text format**: Filtered HTML
- Product ***: Tshirt_001
- Menu settings**: Not in menu
- Revision information**: No revisions
- URL path settings**: No alias
- Comment settings**: Closed
- Authoring information**: By admin
- Publishing options**: Published, Promoted to front page

At the bottom, there are 'Save' and 'Preview' buttons, with 'Save' being circled in red.

In this window, **Title** field contains title of the product, you can add summary for the product in the **Body** field. **Product** field uses product SKU to display for the sale. After you are done with the settings, click the **Save** button.

Step (6): You will see the product displayed on the home page as shown in the following screen.

The screenshot shows a Drupal admin interface with a blue header bar containing links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, Log out, and Edit shortcuts. Below the header is a navigation bar with links Add product, Add product display, Configure store, View orders, and View products. The main content area features a logo for 'Tutorialspoint' and a success message: 'Product display T-Shirt has been updated.' A 'Home' link is visible. On the left, there's a 'Shopping cart' block showing 1x Product Three (\$0.00), 1x Shirt (\$55.00), and 1x T-shirt (\$100.00) for a total of \$155.00. To the right is a large image of a blue t-shirt with a price of \$100.00 and an 'Add to cart' button below it.

Step (7): Click the **Add to cart** button to add the created product in the cart.

This screenshot is similar to the previous one but shows the result of adding the T-shirt to the cart. A red oval highlights the success message 'T-shirt added to your cart.' in the top notification bar. The shopping cart block now shows three items: Product Three (\$0.00), Shirt (\$55.00), and T-shirt (\$100.00), totaling \$155.00. The rest of the page content, including the t-shirt image and price, remains the same.

It will display the successful message after adding product to the cart. You can see the product name along with price in the **Shopping cart** block.

Step (8): Now click the **View cart** link to see the added product in the shopping cart.

The screenshot shows a Drupal-based e-commerce site with a blue header bar containing links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, Log out, and Edit shortcuts. The main content area features the Tutorialspoint logo. A green success message box at the top says "T-shirt added to your cart." Below it, a "Shopping cart" summary table shows three items: Product Three (\$30.00), Shirt (\$55.00), and T-shirt (\$100.00). The total is \$185.00. A red circle highlights the "View cart" link. To the right is a large image of a blue t-shirt, its price (\$100.00), and an "Add to cart" button.

Step (9): You will see the shopping cart table along with the products as shown in the following screen.

The screenshot shows the same Drupal-based e-commerce site. The main content area displays a "Shopping cart" table with the following data:

| Product | Price | Quantity | Remove | Total |
|---------------|----------|----------|--------|----------|
| Product Three | \$30.00 | 1 | Remove | \$30.00 |
| Shirt | \$55.00 | 1 | Remove | \$55.00 |
| T-shirt | \$100.00 | 1 | Remove | \$100.00 |

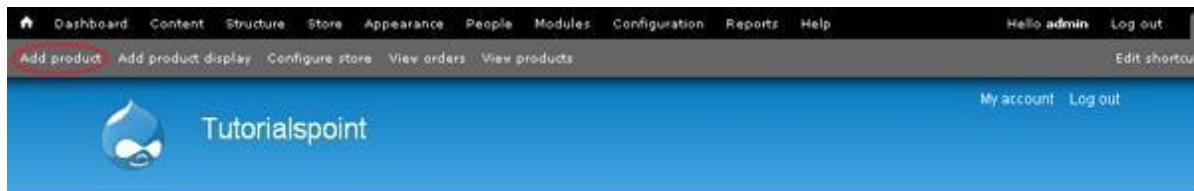
A red circle highlights the "T-shirt" row. At the bottom of the table, it says "Total: \$185.00". Below the table are "Update cart" and "Checkout" buttons.

41. CREATE PRODUCTS

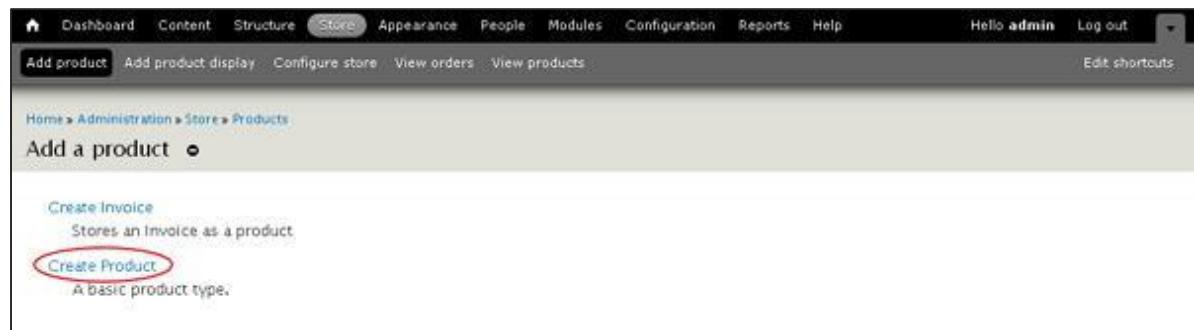
In this chapter, we'll study about **Creating Products** in Drupal site. Products are the items that are offered for sale.

Following are the simple steps used for **Creating Product**.

Step (1): Click Add Product.



Step (2): Click on Create Product.



Step (3): Now you have to create a product by filling the product information as shown in the following screen.

A screenshot of the "Create Product" form. The top navigation bar and toolbar are present. The form fields include: "Product SKU" (Tshirt_001), "Title" (T-shirt), "Image" (a blue t-shirt icon with the file name "t-shirt.jpg" and size "152.62 KB"), "Alternate text" (Blue Tshirt), "Price" (100 USD), "Status" (Active selected), and a "Change History" section with a "Creation log message" field. At the bottom, there are three buttons: "Save product" (circled in red), "Save and add another", and "Cancel".

It contains the following fields:

- **Product SKU:** Enter the unique identifying number for the product.
- **Title:** Enter the title of the product.
- **Image:** Upload image and give alternate text for your product which will be used by screen readers, search engines, or when the image cannot be loaded.
- **Price:** Enter the price of the product.
- **Status:** Set this field to **Active** option, so that it can be added to shopping cart. If it is set to **Disabled** option, products cannot be added to shopping carts and may be hidden in administrative product lists.
- **Change History:** It provides history of changes made to the product.

After filling the fields, click **Save Configuration**.

Step (4): Now you can see that your product is added, click **Add product display** as shown in the following screen.

| SKU | TITLE | TYPE | PRICE | STATUS | OPERATIONS |
|------------|---------|---------|----------|--------|-------------|
| Tshirt_001 | T-shirt | Product | \$100.00 | Active | edit delete |

Step (5): The **Create Product display** page will get displayed as shown in the following screen.

The screenshot shows the 'Create Product display' page in a Drupal admin interface. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a breadcrumb trail: Home > Add content > Create Product display. The main content area has the following fields:

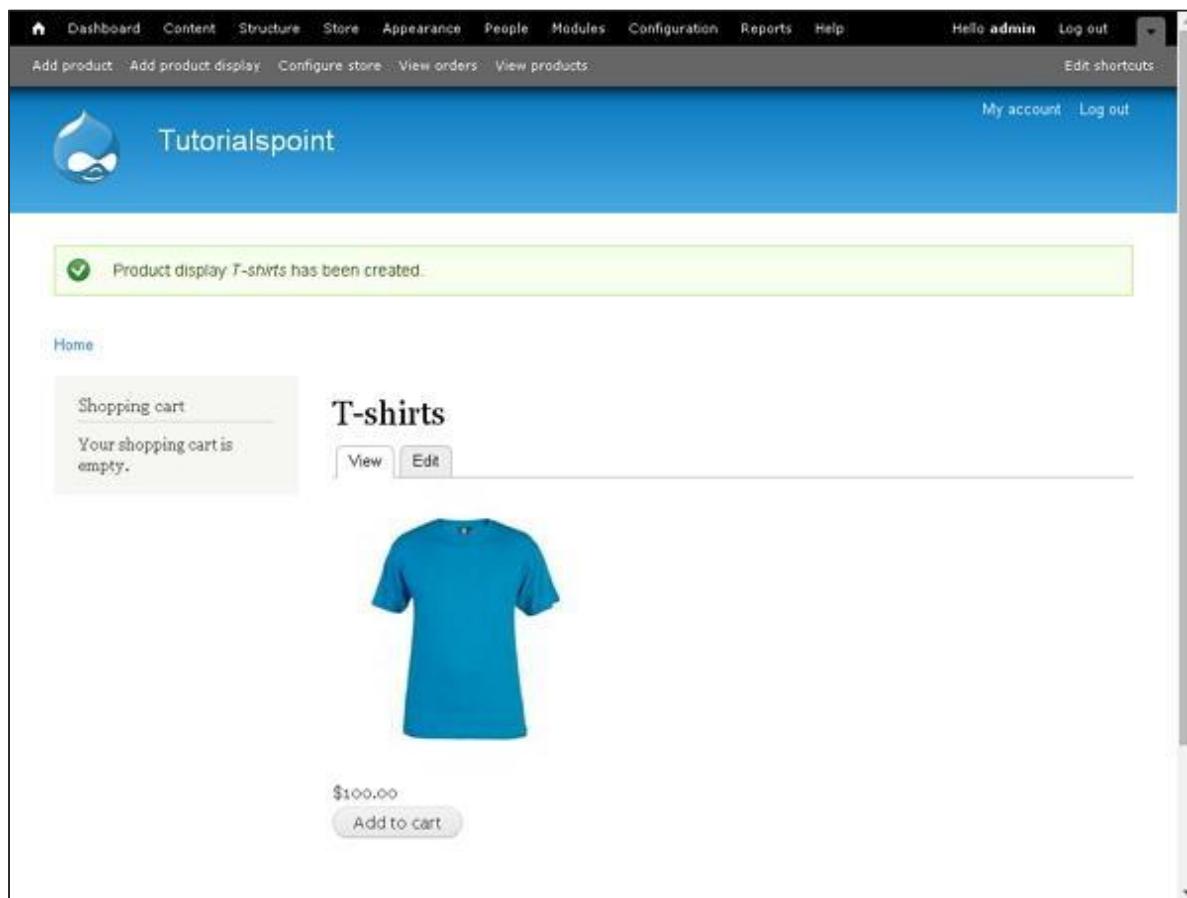
- Title ***: A text input field containing "T-shirts", which is highlighted with a red border.
- Body (Edit summary)**: A large text area for adding a summary, currently empty.
- Text format**: A dropdown menu set to "Filtered HTML". A tooltip for "More information about text formats" is visible.
- Product ***: A dropdown menu showing "Tshirt_001", which is also highlighted with a red border.
- Choose the product(s) to display for sale on this node by SKU. Enter multiple SKUs using a comma separated list.**
- Menu settings**: Options include "Not in menu" and "Provide a menu link".
- Revision information**: Shows "No revision".
- URL path settings**: Shows "No alias".
- Comment settings**: Shows "Closed".
- Authoring information**: Shows "By admin".
- Publishing options**: Options include "Published" and "Promoted to front page".

At the bottom left, there are two buttons: "Save" (which is circled in red) and "Preview".

It contains the following fields:

- **Title:** Add title of the product.
- **Body:** Here you can add summary for the product.
- **Product:** Choose the products to display for sale on this node by SKU. You can also enter multiple SKU's using a comma separated list.

Step (6): You can see your product displayed on the front page.

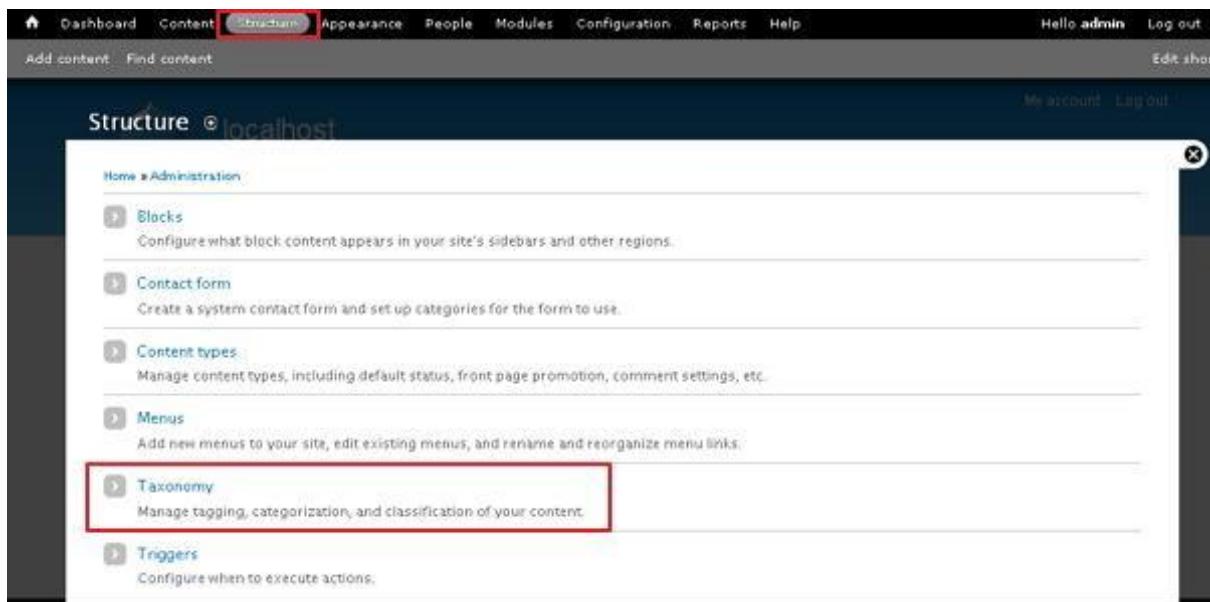


42. CREATE CATEGORIES

In this chapter, we will study how to **Create Categories** in Drupal. Taxonomy can be considered as categories or tags. Drupal taxonomy is built up of vocabularies and terms. A vocabulary is a set of terms and terms are just another word for categories.

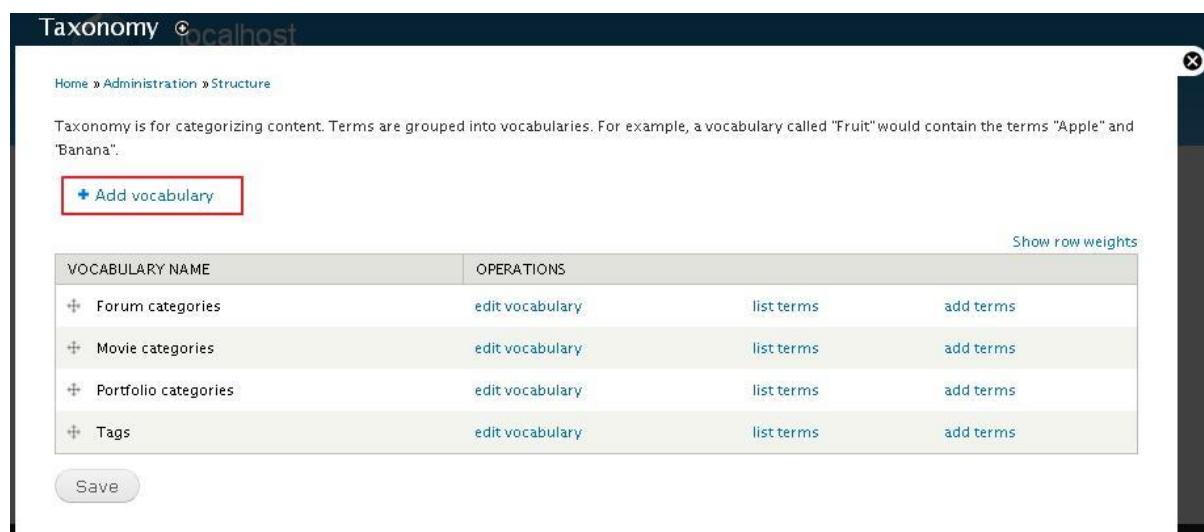
Following are the simple steps to create categories in Drupal.

Step (1): Go to **Structure** and click **Taxonomy** in the category as shown in the following screen.



The screenshot shows the Drupal administration interface under the 'Structure' tab. The 'Taxonomy' link is highlighted with a red box. Other links visible include 'Blocks', 'Contact form', 'Content types', 'Menus', and 'Triggers'.

Step (2): Click on **Add vocabulary** link.



The screenshot shows the 'Taxonomy' page. The 'Add vocabulary' button is highlighted with a red box. Below it is a table listing existing vocabularies: 'Forum categories', 'Movie categories', 'Portfolio categories', and 'Tags'. Each row has 'edit vocabulary', 'list terms', and 'add terms' buttons. A 'Save' button is at the bottom left.

| VOCABULARY NAME | OPERATIONS | list terms | add terms |
|----------------------|-----------------|------------|-----------|
| Forum categories | edit vocabulary | list terms | add terms |
| Movie categories | edit vocabulary | list terms | add terms |
| Portfolio categories | edit vocabulary | list terms | add terms |
| Tags | edit vocabulary | list terms | add terms |

Step (3): Enter your new vocabulary (category) **Name** and **Description** as shown in the following screen.

The screenshot shows the 'Taxonomy' configuration page on a Drupal site. The URL is 'localhost'. The path is 'Home > Administration > Structure > Taxonomy'. A vocabulary named 'Blogs categories' is being edited. The 'Name' field contains 'Blogs categories' and the 'Machine name' is 'blogs_categories'. The 'Description' field contains 'Nice Blogs to read'. A red box highlights the 'Save' button at the bottom left.

Click the **Save** button and your category is created.

Step (4): You will see your new category is added to the list. Further you can click **add terms** link to add some terms to it.

The screenshot shows the 'Taxonomy' list page on a Drupal site. The URL is 'localhost'. The path is 'Home > Administration > Structure'. A vocabulary named 'Blog categories' is selected. A red arrow points to the 'add terms' link next to the 'Blog categories' row. Other vocabularies listed are 'Forum categories', 'Movie categories', 'Portfolio categories', and 'Tags'. A red box highlights the 'Save' button at the bottom left.

| VOCABULARY NAME | OPERATIONS | | |
|------------------------|-----------------|------------|-----------|
| + Blog categories | edit vocabulary | list terms | add terms |
| + Forum categories | edit vocabulary | list terms | add terms |
| + Movie categories | edit vocabulary | list terms | add terms |
| + Portfolio categories | edit vocabulary | list terms | add terms |
| + Tags | edit vocabulary | list terms | add terms |

Step (5): You can add some sub categories to it. Enter the required details and click the **Save** button as shown in the following screen.

Blog categories

Name *
Blog1

Description
Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

Text format Filtered HTML ▾ More information about text formats ⓘ

- Web page addresses and <email> addresses turn into links automatically.
- Allowed HTML tags: <a> <cite> <blockquote> <code> <div> <ins>
- Lines and paragraphs break automatically.

URL alias blog_1
Optional specify an alternative URL by which this term can be accessed. Use a relative path and don't add a trailing slash or the URL alias won't work.

RELATIONS

Save

Step (6): Choose your parent category from the list and click **list terms** link to view your sub categories list.

Taxonomy

Home > Administration > Structure

Taxonomy is for categorizing content. Terms are grouped into vocabularies. For example, a vocabulary called "Fruit" would contain the terms "Apple" and "Banana".

Add vocabulary

| VOCABULARY NAME | OPERATIONS | Show row weights |
|----------------------|--------------------------------------|------------------|
| Blog categories | edit vocabulary list terms add terms | |
| Forum categories | edit vocabulary list terms add terms | |
| Movie categories | edit vocabulary list terms add terms | |
| Portfolio categories | edit vocabulary list terms add terms | |
| Tags | edit vocabulary list terms add terms | |

Save

Following are the details about the fields present in the preceding screen.

- Edit vocabulary:** You can edit your category name and description.
- List terms:** It displays your subcategory list.
- Add terms:** You can add your subcategories through this link.

Step (7): You will see the subcategories list. Here, you can edit your subcategory by clicking on the **edit** link as shown in the following screen.

| NAME | OPERATIONS |
|-------|------------|
| Blog1 | edit |
| Blog3 | edit |
| Blog2 | edit |
| Blog4 | edit |
| Blog5 | edit |

Save Reset to alphabetical

Step (8): Next, you can also rearrange your subcategories by dragging them as per the demand. After rearranging, click the Save button.

| NAME | OPERATIONS |
|---------|------------|
| Blog1 | edit |
| Blog4 * | edit |
| Blog2 * | edit |
| Blog3 | edit |
| Blog5 | edit |

* Changes made in this table will not be saved until the form is submitted.

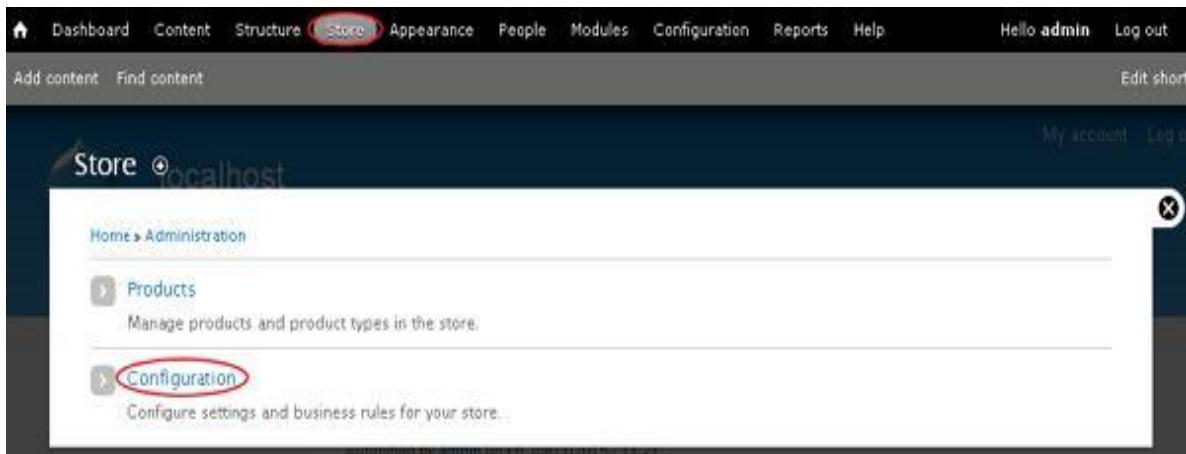
Save Reset to alphabetical

43. SET UP TAXES

In general, tax is a financial charge upon a taxpayer or is a source of public revenue. Sales tax is a basic type of tax levied on the sale of certain goods and services.

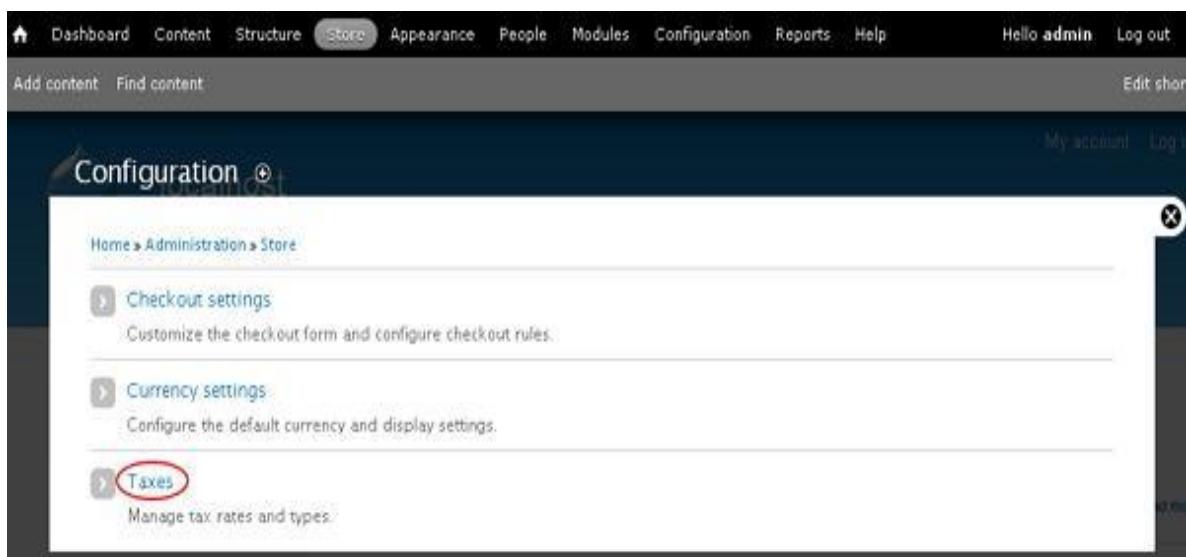
You can specify the tax rate for the products as defined in the following steps:

Step (1): Go to **Store** and click **Configuration**.



The screenshot shows a web-based administration interface for a store. The top navigation bar includes links for Dashboard, Content, Structure, Store (which is highlighted with a red circle), Appearance, People, Modules, Configuration, Reports, and Help. Below the navigation is a search bar with 'Add content' and 'Find content' options. The main content area has a title 'Store' with a 'localhost' placeholder. Under 'Home > Administration > Store', there are two main sections: 'Products' (with a sub-link 'Manage products and product types in the store') and 'Configuration' (with a sub-link 'Configure settings and business rules for your store'). The 'Configuration' link is also highlighted with a red circle.

Step (2): Click on the **Taxes** link which manages tax rates and types.



This screenshot shows the 'Configuration' page from the previous step. The top navigation bar and search bar are identical. The main content area has a title 'Configuration' with a 'localhost' placeholder. Under 'Home > Administration > Store > Configuration', there are three main sections: 'Checkout settings' (with a sub-link 'Customize the checkout form and configure checkout rules.'), 'Currency settings' (with a sub-link 'Configure the default currency and display settings.'), and 'Taxes' (with a sub-link 'Manage tax rates and types.'). The 'Taxes' link is highlighted with a red circle.

Step (3): Click **Add a tax rate** link to add tax for the product.

The screenshot shows the Drupal administration interface for Taxes. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add content' and 'Find content' options. The main title is 'Taxes' with a 'localhost' placeholder. Underneath, there are two tabs: 'TAX RATES' (which is active and highlighted in blue) and 'TAX TYPES'. A breadcrumb trail indicates the path: Home > Administration > Store > Configuration. The main content area contains a brief description of tax rates and their application via Rules. A prominent red circle highlights the '+Add a tax rate' button. Below it is a table with columns 'NAME' and 'OPERATIONS', which currently displays the message 'There are no tax rates yet. Add a tax rate.'

Step (4): It will open the taxes window for adding tax rate to the product as shown in the following screen.

The screenshot shows the 'Add a tax rate' configuration form. The top navigation bar and tabs are identical to the previous screenshot. The form itself has several fields: 'Title' (Sales Tax), 'Display title' (Sales Tax), 'Description' (empty), 'Rate' (0.5), and 'Type' (Sales tax). At the bottom of the form is a red circle highlighting the 'Save tax rate' button.

It contains some fields such as:

- **Title:** It is title of the tax rate.
- **Display title:** It is the front-end display title of the tax rate shown to customers.
- **Description:** It is used to describe the tax rate.
- **Rate:** It is a percentage used to calculate the tax which is expressed as a decimal.

- **Type:** It selects the tax type for the tax rate using drop-down menu.

After filling all the fields, click the **Save tax rate** button.

Step (5): You will see the created tax rate name which is used for the product as shown in the following screen.

The screenshot shows the Drupal admin interface under the 'Store' configuration section. A success message 'Tax rate saved.' is displayed. A table lists the newly created tax rate:

| NAME | OPERATIONS |
|-------------------------------------|---------------------------------|
| Sales Tax (Machine name: sales_100) | edit configure component delete |
| Rate: 0.5 | |

Step (6): Go to Home page and click the **View cart** link to see the products in shopping cart.

The screenshot shows the Tutorialspoint website's shopping cart page. The cart contains the following items:

| Quantity | Item | Price |
|----------|---------|----------|
| 1 x | Shirt | \$55.00 |
| 1 x | T-shirt | \$100.00 |

Total: \$155.00

View cart **Checkout**

To the right, a product detail for a 'T-Shirt' is shown with a price of '\$100.00' and an 'Add to cart' button.

Step (7): Click the **Checkout** button to see the tax rate added for the products.

The screenshot shows a Drupal-based shopping cart interface. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a header with the Tutorialspoint logo and a blue bar. The main content area is titled "Shopping cart". It contains a table with two rows: one for a "Shirt" at \$55.00 and another for a "T-shirt" at \$100.00. Both rows have quantity inputs set to 1 and "Remove" buttons. A "Total" row at the bottom shows \$155.00. At the bottom right are "Update cart" and "Checkout" buttons, with the "Checkout" button circled in red.

| Product | Price | Quantity | Remove | Total |
|------------------------|----------|----------|--------|----------|
| Shirt | \$55.00 | 1 | Remove | \$55.00 |
| T-shirt | \$100.00 | 1 | Remove | \$100.00 |
| Total: \$155.00 | | | | |

[Update cart](#) **Checkout**

Step (8): You can see the tax rate added along with the Subtotal as shown in the following screen.

The screenshot shows a Drupal-based checkout page. The top navigation and header are identical to the previous screenshot. The main content area is titled "Checkout". It starts with a "Shopping cart contents" section containing the same two items: a Shirt (\$55.00) and a T-shirt (\$100.00). Below this is a breakdown of the order total:

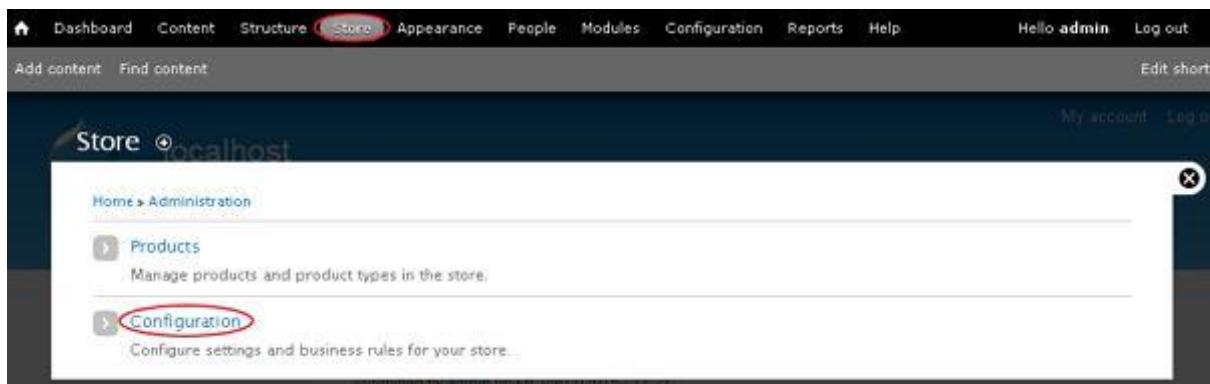
| | |
|-------------|----------|
| Subtotal | \$155.00 |
| Sales Tax | \$77.50 |
| Order total | \$232.50 |

44. SET UP DISCOUNTS

In general, discount is a amount or percentage deducted from the normal selling price of the product. It is the way of offering products for sale at a low or reduced price.

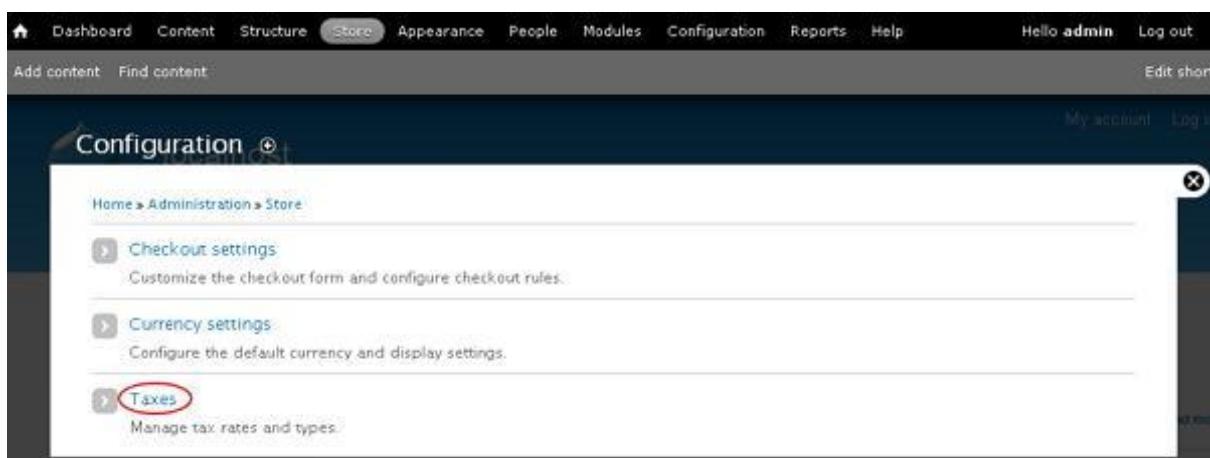
You can specify the discount for the products as defined in the below steps:

Step (1): Go to **Store** and click **Configuration**.



The screenshot shows a web-based administration interface for a store. The top navigation bar includes links for Dashboard, Content, Structure, Store (which is highlighted with a red circle), Appearance, People, Modules, Configuration, Reports, and Help. On the far right, it shows 'Hello admin' and 'Log out'. Below the navigation is a search bar with 'Add content' and 'Find content' options. The main content area has a dark header 'Store localhost'. Underneath, there's a breadcrumb trail 'Home > Administration > Store'. A sidebar on the left lists several configuration categories: 'Products' (Manage products and product types in the store), 'Configuration' (Configure settings and business rules for your store, which is also highlighted with a red circle), 'Checkout settings' (Customize the checkout form and configure checkout rules), 'Currency settings' (Configure the default currency and display settings), and 'Taxes' (Manage tax rates and types). The 'Configuration' section is expanded, showing its sub-options.

Step (2): Click on the **Taxes** link which manages tax rates and types.



This screenshot shows the 'Taxes' configuration page. The top navigation bar and search bar are identical to the previous screenshot. The main content area has a dark header 'Configuration localhost'. The breadcrumb trail is 'Home > Administration > Store > Configuration'. The 'Taxes' link under the 'Configuration' category is highlighted with a red circle. The 'Taxes' section is expanded, showing its sub-option 'Manage tax rates and types'.

Step (3): Go to **TAX TYPES** tab and click the **Add a tax type** link.

The screenshot shows the Drupal administration interface for the 'Taxes' configuration. The 'TAX TYPES' tab is active. A red circle highlights the 'Add a tax type' link. Below it, there is a table listing two existing tax types: 'Sales tax' and 'VAT'. Each row has an 'edit' link under 'OPERATIONS'.

| NAME | OPERATIONS |
|--|--------------------------------|
| Sales tax (Machine name: sales_tax) A basic type for taxes that do not display inclusive with product prices. | edit configure rule delete |
| VAT (Machine name: vat) A basic type for taxes that display inclusive with product prices. | edit configure rule delete |

Step (4): Tax types categorize tax rates and specify whether or not the calculated tax should be included in product prices on display.

The screenshot shows the 'Add a tax type' form. The 'Title' field is filled with 'Discount'. The 'Save tax type' button at the bottom left is highlighted with a red circle.

Title *
Discount Machine name: Machine name: discount [field]
The administrative title of this tax type. It is recommended that this title begin with a capital letter and contain only letters, numbers, and spaces.

Display title
Discount
The front-end display title of this tax type shown to customers. Leave blank to default to the Title from above.

Description

Describe this tax type if necessary. The text will be displayed in the tax type overview table.

Display taxes of this type inclusive in product prices.

Tax amount rounding mode

- Do not round at all
- Round the half up
- Round the half down
- Round the half to the nearest even number
- Round the half to the nearest odd number

Specify what type of rounding should occur when tax rates of this type are calculated for the unit price of a line item. Sales taxes will generally not round these amounts at the unit price level, while VAT style taxes will generally round the half up.

It contains some fields such as:

- **Title:** It specifies the title of tax type.
- **Display title:** It is the front-end display of the title of tax type shown to customers.

- **Description:** It describes the tax type if necessary.
- **Tax amount rounding mode:** Specifies what type of rounding should occur when tax rates of tax type are calculated for the unit price of a line item.

After filling all the details, click the **Save tax type** button.

Step (5): Go to **TAX RATES** tab and click the **Add a tax rate** link.

The screenshot shows the Drupal administration interface for Taxes. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add content' and 'Find content' fields, and an 'Edit short' link. The main content area has a title 'Taxes' and a breadcrumb trail: Home > Administration > Store > Configuration. A sub-breadcrumb 'Taxes' is also present. There are two tabs at the top right: 'TAX RATES' (selected) and 'TAX TYPES'. A red circle highlights the '+Add a tax rate' button. The main content area has sections for 'NAME' and 'OPERATIONS'. A message states: 'There are no tax rates yet. Add a tax rate.' A red circle highlights the 'Add a tax rate' link.

Step (6): It will open the taxes window for adding tax rate to the product as shown in the following screen.

The screenshot shows the 'Add a tax rate' configuration form. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a search bar with 'Add product', 'Add product display', 'Configure store' (selected), 'View orders', and 'View products' links. The main content area has a title 'Taxes' and a breadcrumb trail: Home > Administration > Store > Configuration > Taxes. A sub-breadcrumb 'Taxes' is also present. The form has several fields: 'Title' (Product Discount), 'Machine name' (product_discount), 'Display title' (Product Discount), 'Description' (empty), 'Rate' (-0.10), 'Type' (Discount), and a 'Save tax rate' button (circled in red). A red circle also highlights the 'Save tax rate' button.

It contains some fields such as:

- **Title:** It is the title of the tax rate.
- **Display title:** It is the front-end display title of the tax rate shown to customers.
- **Description:** It is used to describe the tax rate.
- **Rate:** It is a percentage used to calculate the tax which is expressed as a decimal.
- **Type:** It selects the tax type for the tax rate using drop-down menu.

After filling the details, click the **Save tax rate** button.

Step (7): Once tax rate is saved, click the **Home** link.

| NAME | OPERATIONS |
|--|---------------------------------|
| Product Discount (Machine name: product_discount) Rate: -0.10 | edit configure component delete |
| Sales Tax (Machine name: sales_tax) Rate: 0.5 | edit configure component delete |

Step (8): On the home page, click the **Checkout** link to see the shopping cart contents.

Shopping cart

1 x T-Shirt \$90.00

1 item Total: \$90.00

Your cart [Checkout](#)

T-Shirt

\$90.00

Add to cart

Step (9): On the checkout page, you will see the discount for the product which is included in product price.

The screenshot shows a Drupal-based e-commerce site for 'Tutorialspoint'. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, Log out, Add product, Add product display, Configure store, View orders, and View products. The main content area has a blue header with the 'Tutorialspoint' logo. Below it, a breadcrumb trail shows Home > Checkout. The checkout page displays a shopping cart contents table and a summary table. The shopping cart table shows one item: 'T-shirt' at '\$90.00' quantity '1'. The summary table shows Subtotal '\$100.00', Sales Tax '\$45.00', Product Discount '\$-10.00' (which is highlighted with a red border), and Order total '\$135.00'.

| Shopping cart contents | | | |
|------------------------|---------|----------|---------|
| Product | Price | Quantity | Total |
| T-shirt | \$90.00 | 1 | \$90.00 |

| | |
|------------------|----------|
| Subtotal | \$100.00 |
| Sales Tax | \$45.00 |
| Product Discount | \$-10.00 |
| Order total | \$135.00 |

45. RECEIVE DONATIONS

In this chapter, we will learn how to **Receive Donation** in Drupal. Donation is some amount of gift given by an organization or individual to a non-profit organization or private foundation.

Following are the steps to receive donation in Drupal.

Step (1): Download the latest file of [Commerce Custom Line Items](#) module and install in your Drupal site.

Step (2): Enable the *Commerce Custom Line Items* and *Others* in Modules and click **Save configuration**.

COMMERCE (CONTRIB)

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|----------------------------|-------------|--|------------|
| <input checked="" type="checkbox"/> | Commerce Custom Line Items | 7.x-1.x-dev | Provides extra custom line items for Drupal Commerce Requires: Line Item (enabled), Commerce (enabled), System (enabled), Entity API (enabled), Rules (enabled), Entity tokens (enabled), Price (enabled) | |

OTHER

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|-------------------------------------|---------------------------------------|---------|---|---|
| <input checked="" type="checkbox"/> | Currency | 7.x-2.5 | Provides currency information and allows users to add custom currencies. Requires: Chaos tools (enabled), System (enabled) Required by: Currency API (enabled), Currency exchange rate database table (disabled), Payment Form Field (enabled), Payment Reference Field (enabled) | Permissions Configure |
| <input checked="" type="checkbox"/> | Currency API | 7.x-2.5 | Helps satisfy legacy dependencies. Requires: Currency (enabled), Chaos tools (enabled), System (enabled) Required by: Payment Form Field (enabled), Payment Reference Field (enabled) | |
| <input checked="" type="checkbox"/> | Currency exchange rate database table | 7.x-2.5 | Provides a database table in which currency exchange rates are cached and exposed to Views. Requires: Currency (enabled), Chaos tools (enabled), System (enabled) | |
| <input checked="" type="checkbox"/> | Entity API | 7.x-1.6 | (enabled), Commerce UI (enabled), Customer (enabled), Price (enabled), Line Item (enabled), Order (enabled), Checkout (enabled), Product (enabled), Product Reference (enabled), Product Pricing (enabled), Cart (enabled), Commerce Custom Line Items (enabled), Customer UI (enabled), Line Item UI (enabled), Order UI (enabled), Payment (enabled), Payment Method Example (enabled), Rules UI (enabled), Payment UI (enabled), Product UI (enabled), Shipping (disabled), Shipping Method Example (disabled), Shipping UI (disabled), Tax (enabled), Tax UI (disabled), Payment (enabled), Payment Form Field (enabled), Basic Payment Method (disabled), Payment Reference Field (enabled), PayPal (enabled), PayPal IPN (enabled), PayPal Express Checkout (enabled), PayPal Payments Standard (enabled), Rules translation (disabled), Rules Scheduler (disabled) | |
| <input checked="" type="checkbox"/> | Entity tokens | 7.x-1.6 | Provides token replacements for all properties that have no tokens and are known to the entity API. Requires: Entity API (enabled) Required by: Rules (enabled), Commerce (enabled), Commerce UI (enabled), Customer (enabled), Price (enabled), Line Item (enabled), Order (enabled), Checkout (enabled), Product (enabled), Product Reference (enabled), Product Pricing (enabled), Cart (enabled), Commerce Custom Line Items (enabled), Customer UI (enabled), Line Item UI (enabled), Order UI (enabled), Payment (enabled), Payment Method Example (enabled), Rules UI (enabled), Payment UI (enabled), Product Pricing UI (enabled), Product UI (enabled), Shipping (disabled), Shipping Method Example (disabled), Shipping UI (disabled), Tax (enabled), Tax UI (disabled), Rules translation (disabled), Rules Scheduler (disabled) | |
| <input checked="" type="checkbox"/> | Strongarm | 7.x-2.0 | Enforces variable values defined by modules that need settings set to operate properly. Requires: Chaos tools (enabled) Required by: Basic Cart Order (enabled) | Help |

Save configuration

Step (3): Next, go to **Store --> Configuration**

The screenshot shows the Drupal administration interface. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, and Help. The user is logged in as 'admin'. Below the navigation, there are links for Add content, Find content, and Configuration. The main content area shows the 'Store' configuration menu with the following items:

- Customer profiles
- Orders
- Products
- Configuration

The 'Configuration' item is highlighted with a red oval.

Step (4): Click on **Line item types.**

The screenshot shows the 'Configuration' section of the Drupal admin interface. The top navigation bar and user information are identical to the previous screenshot. The main content area shows the 'Line item types' option under the Configuration menu, which is also circled with a red oval.

Step (5): Then, click **Add line item types** to add items.

The screenshot shows the Drupal administration interface under the 'Store' configuration section. The path is Home > Administration > Store > Configuration > Line item types. A table lists two existing line item types: 'Product' and 'Shipping'. The 'Add line item type' button is circled in red at the top left of the table area.

| NAME | OPERATIONS |
|--|------------------------------|
| Product (Machine name: product) References a product and displays it with the SKU as the label. | manage fields manage display |
| Shipping (Machine name: shipping) References a shipping method and displays the rate with the selected service title. | manage fields manage display |

Step (6): Now, Add line item type page will get displayed as shown in the following screen.

The screenshot shows the 'Add line item type' configuration page. It includes fields for 'Line item type name' (set to 'Donation'), 'Description' (a large text area), a checkbox for 'This is a product-type line item' (unchecked), and an 'Add form submit value' field (set to 'Add product'). The 'Save line item type' button is circled in red at the bottom left.

It contains fields such as:

- **Line item type name:** Enter the name of the line item type.
- **Description:** Enter a brief description about the line item type.
- **Add form submit value:** Enter the text of the button on the order page which allows adding line items.

Step (7): You can view the created donation item in the list. Click **manage fields**.

| NAME | OPERATIONS |
|--|--|
| Donation (Machine name: donation) | edit (Manage fields) manage display delete |
| Product (Machine name: product) References a product and displays it with the SKU as the label. | manage fields manage display |
| Shipping (Machine name: shipping) References a shipping method and displays the rate with the selected service title. | manage fields manage display |

Step (8): Add a new field as *Donation Amount*, Select *Integer* for type of data from the dropdown.

| LABEL | MACHINE NAME | FIELD TYPE | WIDGET | OPERATIONS |
|----------------------|-----------------------|--|-------------------------------------|------------|
| + Line item label | label | Line item module label form element | | |
| + Quantity | quantity | Line item module quantity form element | | |
| + Display path | commerce_display_path | Text | Text field edit delete | |
| + Product | commerce_product | Product reference | Autocomplete text field edit delete | |
| + Unit price | commerce_unit_price | Price | Price with currency edit delete | |
| + Total | commerce_total | Price | Price with currency edit delete | |
| + Add new field | field_donation_amount | Integer | Text field | |
| + Add existing field | | Select an existing field | Select a widget | |

Click the **Save** button.

Step (9): Now, after clicking on save, the page redirects to the field setting page as shown in the following screen. Click the **Save field settings** button.

The screenshot shows the 'FIELD SETTINGS' tab selected on the 'Donation Amount' field settings page. A message states 'Donation Amount has no field settings.' Below this, a 'Save field settings' button is highlighted with a red oval.

Step (10): The page is redirected to the **Donation Amount** page.

The screenshot shows the 'FIELD SETTINGS' tab selected on the 'Donation Amount' field settings page. A success message 'Updated field Donation Amount field settings.' is displayed. The 'Label' is set to 'Donation Amount'. Under 'DONATION SETTINGS', the 'Minimum' and 'Maximum' fields are empty. The 'Default Value' is set to '5'. In the 'ADD TO CART FORM SETTINGS' section, the 'Include this field on Add to Cart forms for line items of this type' checkbox is checked. At the bottom, a 'Save settings' button is visible.

It contains fields such as:

- **Label:** Donation type identifier.
- **Help text:** Enter instructions to present to the user.
- **Minimum:** Enter the minimum value that should be allowed.
- **Maximum:** Enter the maximum value that should be allowed.
- **Prefix:** Enter the string that should be prefixed to the value.
- **Suffix:** Enter the string that should be suffixed to the value.
- **Default Value:** Enter the default donation amount.
- **Add to Cart Form Settings:** Includes the product line item types in the 'add to cart form' to collect information.
- **Donation Amount Field settings:** Number of values user can enter for this field.

After filling the page, click the **Save settings** button.

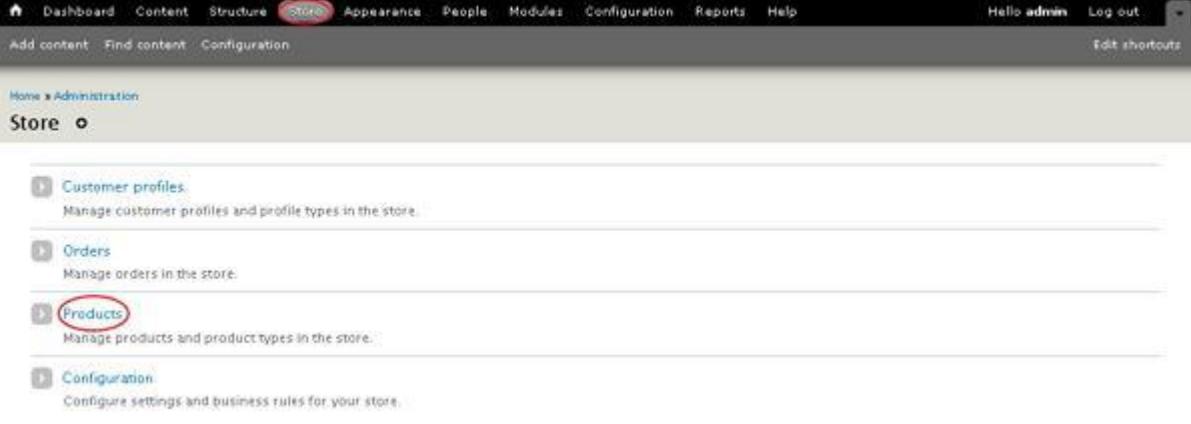
Step (11): Next, you can view the created **Donation Amount** field in the list.

| LABEL | MACHINE NAME | FIELD TYPE | WIDGET | OPERATIONS |
|---|-----------------------|--|-------------------------|-------------|
| + Line Item label | label | Line item module label form element | | |
| + Quantity | quantity | Line item module quantity form element | | |
| + Unit price | commerce_unit_price | Price | Price with currency | edit delete |
| + Display path | commerce_display_path | Text | Text field | edit delete |
| + Product | commerce_product | Product reference | Autocomplete text field | edit delete |
| + Total | commerce_total | Price | Price with currency | edit delete |
| + Donation Amount | field_donation_amount | Integer | Text field | edit delete |
| Add new field <input type="text"/> Label - Select a field type - <small>Type of data to store.</small> - Select a widget - <small>Form element to edit the data.</small> | | | | |
| Add existing field <input type="text"/> Label - Select an existing field - <small>Field to share.</small> - Select a widget - <small>Form element to edit the data.</small> | | | | |

Create Product for donation

Following are the steps to create product for donation.

Step (1): Click on **Store --> Products**



The screenshot shows the Drupal administrative interface. The top navigation bar includes links for Dashboard, Content, Structure, Store (which is highlighted with a red circle), Appearance, People, Modules, Configuration, Reports, and Help. On the right, it says "Hello admin" and "Log out". Below the navigation is a search bar with "Add content", "Find content", and "Configuration". The main content area shows the "Administration" path: Home > Administration > Store. Under "Store", there are several options: Customer profiles, Orders, Products (which is highlighted with a red circle), and Configuration. Each option has a brief description below it.

Step (2): Click **Add a product** to add product.



The screenshot shows the "Products" page within the Drupal admin. The top navigation bar is identical to the previous screenshot. The main content area shows the "Administration" path: Home > Administration > Store > Products. There are two tabs at the top right: "LIST" (selected) and "PRODUCT TYPES". Below the tabs, there is a red circle around the "Add a product" button. A search bar labeled "Filter by SKUs containing" with "Apply" and "Reset" buttons is present. A table lists a single product: Watch, Titan, Product, \$2,500.00, Active, with edit and delete links in the Operations column.

| SKU | Title | Type | Price | Status | Operations |
|-------|-------|---------|------------|--------|---|
| Watch | Titan | Product | \$2,500.00 | Active | edit delete |

Step (3): Next, it will open a **Create Product** screen as shown in the following screen.

The screenshot shows the 'Create Product' form in the Drupal administration interface. The form fields include:

- Product SKU ***: Donation
- Title ***: Standard Donation
- Image**: Choose File (No file chosen) | Upload (button)
- Price ***: USD
- Status ***: Active (radio button selected)
- Change History**: Save product (button circled in red), Save and add another, Cancel

It contains fields such as:

- **Product SKU:** It is a unique identifier for the product.
- **Title:** It is title for the specified product.
- **Image:** Add image for the product.
- **Price:** Enter the amount of the product.
- **Status:** Set this field to **Active** option, so that it can be added to shopping cart. If it set to **Disabled** option, products cannot be added to shopping carts and may be hidden in administrative product lists.

After filling all the details, click the **Save product** button.

Step (4): Now you can see the newly created product as shown in the following screen.

| SKU | Title | Type | Price | Status | Operations |
|----------|-------------------|---------|------------|--------|---|
| Donation | Standard Donation | Product | \$5.00 | Active | edit delete |
| Watch | Titan | Product | \$2,500.00 | Active | edit delete |

Step (5): Go to **Structure --> Content Types**. The following page will get displayed, click **Add content type**.

| Name | Operations |
|---|--|
| Article (Machine name: article) Use articles for time-sensitive content like news, press releases or blog posts. | edit manage fields manage display delete |
| Basic page (Machine name: page) Use basic pages for your static content, such as an 'About us' page. | edit manage fields manage display delete |
| Order (Machine name: order) Orders placed through the Basic cart module. | edit manage fields manage display |
| Products (Machine name: products) | edit manage fields manage display delete |

Step (6): Add a name as *Donation* and click **Save and add fields.**

The screenshot shows the 'Content types' configuration page in the Drupal admin interface. A red oval highlights the 'Save and add fields' button at the bottom right of the main content area.

Name *
Donation Machine name: donation [Edit]
The human-readable name of this content type. This text will be displayed as part of the list on the Add new content page. It is recommended that this name begin with a capital letter and contain only letters, numbers, and spaces. This name must be unique.

Description
Describe this content type. The text will be displayed on the Add new content page.

Submission form settings
Title

Publishing options
Published, Promoted to front page

Display settings
Display author and date information.

Comment settings
Open, Threading, 50 comments per page

Menu settings

Title field label *
Title

Preview before submitting
 Disabled
 Optional
 Required

Explanation or submission guidelines
This text will be displayed at the top of the page when creating or editing content of this type.

PAYMENT SETTINGS

Buttons: Save content type, Save and add fields (highlighted with a red oval)

Step (7): It will open the **Manage Fields** tab as shown in the following screen.

| LABEL | MACHINE NAME | FIELD TYPE | WIDGET | OPERATIONS |
|----------------------|--------------|--|---|---|
| + Title | title | Node module element | | |
| + Body | body | Long text and summary | Text area with a summary | edit delete |
| + Add new field | | <input type="text"/> Label | Select a field type Type of data to store. | Select a widget Form element to edit the data. |
| + Add existing field | Product | Product reference: field_product (Product) | Autocomplete text field | |
| | Label | Field to share | | Form element to edit the data. |

Add fields into *Add existing field* section as *Product* and select *Product reference* from the dropdown and click the **Save** button.

Step (8): Now, Product page will get displayed, click the **Save settings** button.

Dashboard Content Structure Store Appearance People Modules Configuration Reports Help Hello admin Log out Edit shortcuts

Add content Find content Configuration Home Administration Structure Content types Donation Manage fields Product EDIT FIELD SETTINGS WIDGET TYPE DELETE

DONATION SETTINGS

These settings apply only to the *Product* field when used in the *Donation* type.

Label *
Product

Required field

Render fields from the referenced products when viewing this entity.
If enabled, the appearance of product fields on this entity is governed by the display settings for the fields on the product type.

Help text

Instructions to present to the user below this field on the editing form.
Allowed HTML tags: <a> <big> <code> <i> <ins> <pre> <q> <small> <sub> <sup> <tt> <o> <p>

Product types that can be referenced

Product
If no types are selected, any type of product may be referenced.

Autocomplete matching

Contains ▾
Select the method used to collect autocomplete suggestions. Note that *Contains* can cause performance issues on sites with thousands of nodes.

Size of textfield *
60

DEFAULT VALUE
The default value for this field, used when creating new content.
Product

PRODUCT FIELD SETTINGS

These settings apply to the *Product* field everywhere it is used.

Number of values
1 ▾
Maximum number of values users can enter for this field.

Options list limit
10
Limits the number of products available in field widgets with options lists; leave blank for no limit.

Save settings

Step (9): You can view the created **Product** field in the list.

| LABEL | MACHINE NAME | FIELD TYPE | WIDGET | OPERATIONS |
|--|---------------|-----------------------|--------------------------|-------------|
| + Title | title | Node module element | | |
| + Body | body | Long text and summary | Text area with a summary | edit delete |
| + Product | field_buy_now | Product reference | Autocomplete text field | edit delete |
| + Add new field Label: <input type="text"/> - Select a field type - Type of data to store. + Add existing field Label: <input type="text"/> - Select an existing field - Field to share - Select a widget - Form element to edit the data. | | | | |
| <input type="button" value="Save"/> | | | | |

Step (10): Now, click the **Manage Display** tab. Click the symbol present on the right side of the field **Product**, and the following screen will get displayed.

| FIELD | LABEL | FORMAT |
|--|----------|---|
| + Body | <Hidden> | Default |
| + Product: Price | | Visible |
| + Product | Above | Format settings: Add to Cart form <input type="checkbox"/> Display a textfield quantity widget on the add to cart form. Default quantity: <input type="text" value="1"/> <input checked="" type="checkbox"/> Attempt to combine like products on the same line item in the cart. <small>The line item type, referenced product, and data from fields exposed on the Add to Cart form must all match to combine.</small> <input type="checkbox"/> Show attribute widgets even if the Add to Cart form only represents one product. <small>If enabled, attribute widgets will be shown on the form with the only available options selected.</small> Add to Cart line item type: Product Donation Product Cancel |
| + Product: Purchase | Visible | Modify the settings for this field on the product type 'manage display' configuration. |
| Hidden | | |
| + Product: SKU | Hidden | The visibility of this field may also need to be toggled in the product type 'manage display' configuration. |
| + Product: Title | Hidden | The visibility of this field may also need to be toggled in the product type 'manage display' configuration. |
| + Product: Status | Hidden | The visibility of this field may also need to be toggled in the product type 'manage display' configuration. |
| ▶ CUSTOM DISPLAY SETTINGS <input type="button" value="Save"/> | | |

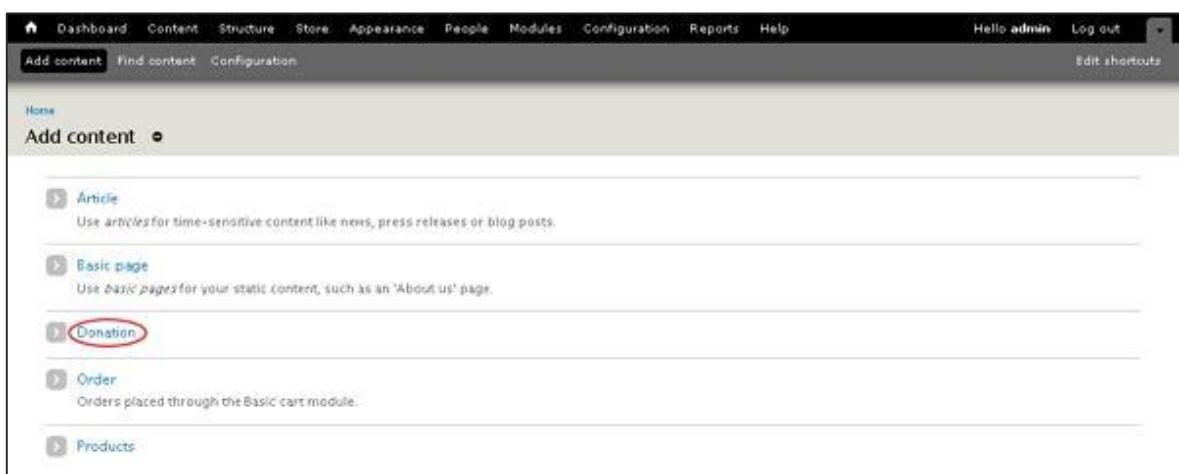
Here, Select as Donation from the dropdown in *Add to Cart line item type*. Later click the **Update** button and then on **Save** button.

Step (11): Next, click **Content --> Add Content** to add donation information.



The screenshot shows the Drupal administrative interface under the 'Content' tab. At the top, there are tabs for 'Dashboard', 'Content' (which is active), 'Structure', 'Store', 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. On the right, it says 'Hello admin' and 'Log out'. Below the tabs, there are links for 'Add content', 'Find content', and 'Configuration'. The main area is titled 'Content' with a sub-section 'Content'. It features a large green button labeled '+ Add content' which is circled in red. Below this are sections for 'SHOW ONLY ITEMS WHERE' (status: any, type: any) and 'UPDATE OPTIONS' (Publish selected content, Update). At the bottom, there is a table with columns: TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS. One row is visible: Shirt, Products, admin, published, 09/16/2015 - 11:17, edit, delete.

Step (12): Click on **Donation**.



The screenshot shows the 'Add content' page. At the top, there are tabs for 'Dashboard', 'Content' (active), 'Structure', 'Store', 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', and 'Help'. On the right, it says 'Hello admin' and 'Log out'. Below the tabs, there are links for 'Add content', 'Find content', and 'Configuration'. The main area is titled 'Add content' with a sub-section 'Content'. It lists several options: Article, Basic page, Donation (highlighted with a red oval), Order, and Products. Each option has a brief description below it.

Step (13): Enter your Donation information and click the **Save** button.

Dashboard Content Structure Store Appearance People Modules Configuration Reports Help Hello admin Log out Edit shortcuts

Home > Add content

Create Donation

Title * Generic Donation

Body (Edit summary) Donation for needy people.

Text format Filtered HTML More information about text formats ⓘ

- Web page addresses and e-mail addresses turn into links automatically.
- Allowed HTML tags: <a> <cite> <blockquote> <code> <div> <dt> <dd>
- Lines and paragraphs break automatically.

Product Donation

Menu settings Not in menu Provide a menu link

Revision information No revision

URL path settings No alias

Comment settings Open

Authoring information By admin

Publishing options Published, Promoted to front page

Save Preview

Step (14): The page of donation will get displayed as shown in the following screen.

The screenshot shows a Drupal administrative interface for a 'Generic Donation' module. At the top, there's a navigation bar with links like 'Dashboard', 'Content', 'Structure', 'Store', 'Appearance', 'People', 'Modules', 'Configuration', 'Reports', 'Help', 'Hello admin', and 'Log out'. Below the navigation, there's a 'Edit shortcuts' link. The main content area has a 'Home' link and a 'Shopping cart' block which says 'Your shopping cart is empty.' To the right of the cart block, the title 'Generic Donation' is displayed with 'View' and 'Edit' buttons. A message indicates it was submitted by 'admin' on 'Sat, 09/19/2015 - 15:40'. Below this, a total amount of '\$50.00' is listed with the note 'Donation for needy people.' A table titled 'Product:' lists donation amounts from 'Rs 100' down to 'Rs 1' in increments of 10. Each row has a dropdown menu for 'Order'. At the bottom of the table is an 'Add to cart' button, which is circled in red.

Here, you can fill the amount according to your wish and click the **Add to cart** button.

Step (15): Now, you can view the donation amounts in the block present on the right side of the page. Click **View Cart**.

This screenshot shows the same Generic Donation page after an amount has been selected. The 'Shopping cart' block now displays '1 item' and 'Total: \$50.00'. The 'Add to cart' button is visible at the bottom of the page. The rest of the interface is identical to the previous screenshot, including the table for selecting donation amounts and the overall layout.

Step (16): You can view the Shopping cart donation amount and click the **Checkout** button.

The screenshot shows the Drupal admin interface with a blue header bar. The title 'Tutorials Point' is visible. Below it, the page title 'Shopping cart' is displayed. A table lists the items in the cart:

| Product | Price | Quantity | Remove | Total |
|------------------------|---------|----------|--------|---------|
| Standard Donation | \$50.00 | 1 | Remove | \$50.00 |
| Standard Donation | \$50.00 | 1 | Remove | \$50.00 |
| Total: \$100.00 | | | | |

At the bottom right of the cart area, there are two buttons: 'Update cart' and 'Checkout'. The 'Checkout' button is circled in red.

Step (17): Now, you can enter the information of billing and click **Continue to next step**.

The screenshot shows the Drupal admin interface with a blue header bar. The title 'Tutorials Point' is visible. Below it, the page title 'Checkout' is displayed. The page is divided into sections:

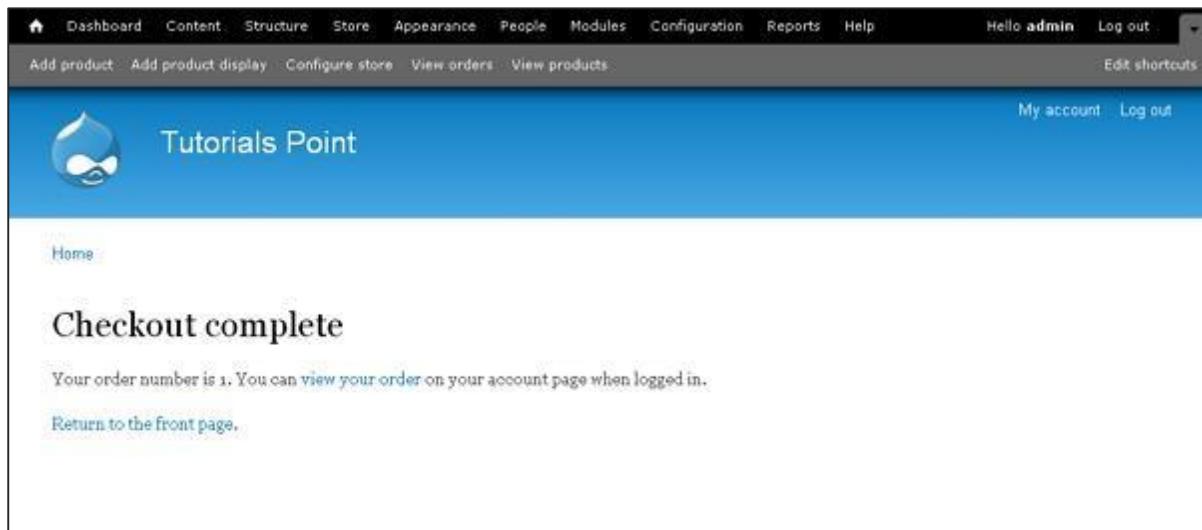
- Shopping cart contents:** A table showing the same items as the previous screenshot, totaling \$100.00.
- Billing information:** A form with fields for:
 - Country ***: A dropdown menu set to 'India'.
 - Full name ***: An input field.
 - Address 1 ***: An input field.
 - Address 2**: An input field.
 - City ***: An input field.
 - State ***: A dropdown menu set to '- Select -'.
 - PIN code ***: An input field.
- Action buttons:** At the bottom left is a red circle around the 'Continue to next step' button, and at the bottom right is a 'Cancel' button.

Step (18): The next step is the review order page, where you can review the order information and click **Continue to next step**.

The screenshot shows a Drupal-based review order page for a website called "Tutorials Point". The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, Log out, and Edit shortcuts. The main content area has a blue header with the "Tutorials Point" logo. Below the header, there's a breadcrumb trail showing Home. The main title is "Review order". A sub-instruction says "Review your order before continuing." The page is divided into several sections:

- Shopping cart contents:** A table showing two items: "Standard Donation" at \$50.00 each, quantity 1, totaling \$100.00.
- Account information:** Shows "Username: admin" and "E-mail address".
- Billing information:** Shows "John", "Bandra", "Mumbai Maharashtra 590000", and "India".
- Payment:** A form with "Example payment" selected. It includes fields for "Card number" (containing a placeholder card number) and "Expiration" (set to 09 / 15).
- Action buttons:** At the bottom, there are two buttons: "Continue to next step" (which is highlighted with a red oval) and "Go back".

Step (19): A message will get displayed as *Checkout complete* as shown in the following screen.



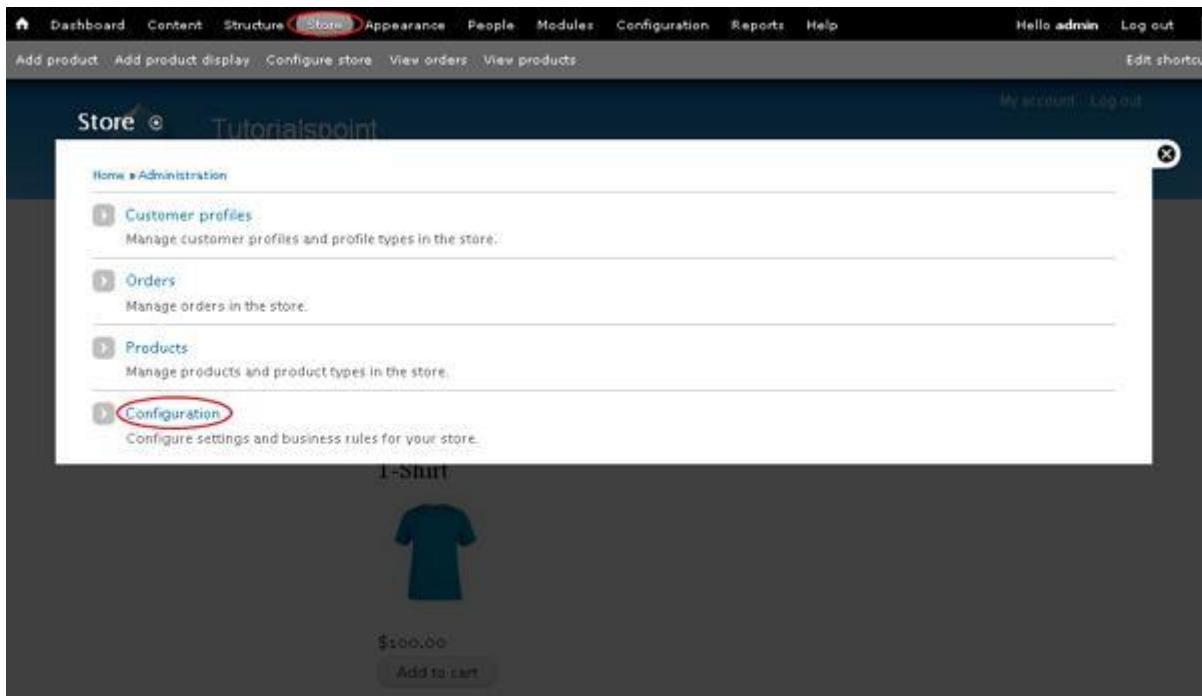
The screenshot shows a Drupal administrative interface. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, Log out, and Edit shortcuts. Below the navigation bar is a header with the Tutorials Point logo and the text "Tutorials Point". On the left, there's a sidebar with a Home link. The main content area displays a success message: "Checkout complete". It includes a note: "Your order number is 1. You can view your order on your account page when logged in." and a link: "Return to the front page."

46. SET UP SHIPPING

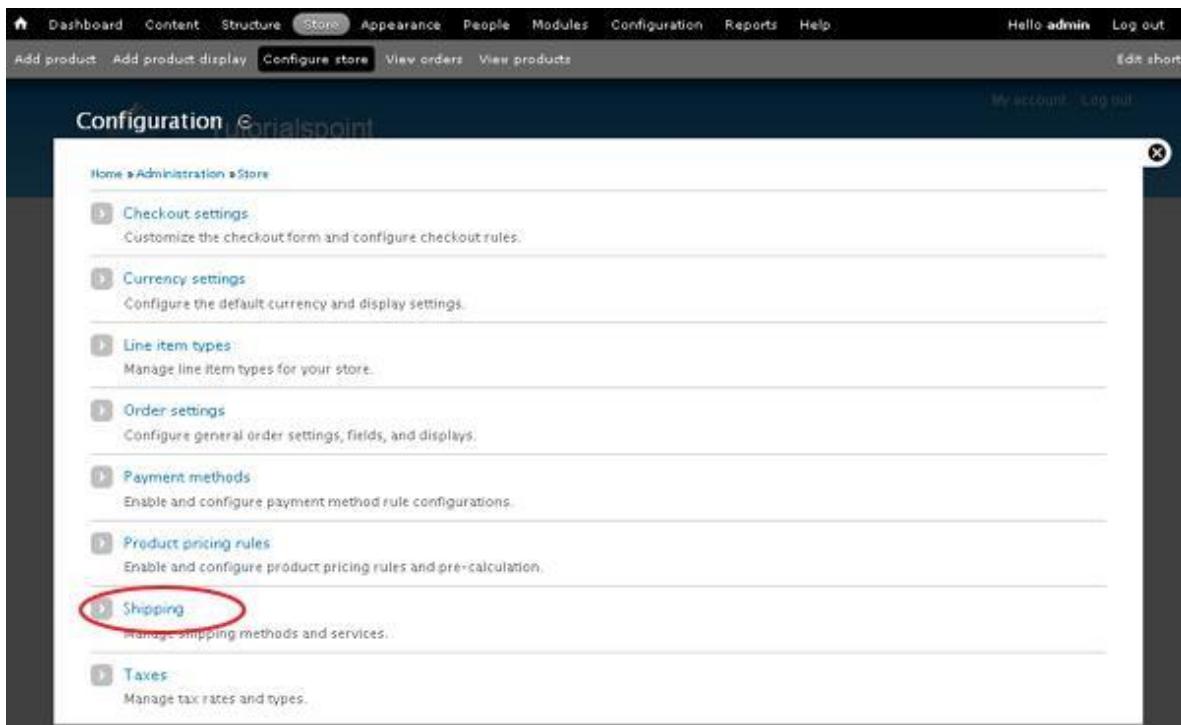
In this chapter, let us study about setting up **Shipping** options in Drupal. In general, **Shipping** refers to transport of goods from one location to another. In order to set up **Shipping** you have to install Commerce Flat Rate and Commerce Shipping modules. In this chapter, let us create **Free Shipping** for orders greater than **\$100** and **Paid Shipping** for orders less than **\$100**.

Following are the simple steps to set up **Shipping**.

Step (1): Go to **Store** and click **Configuration** as shown in the following screen.



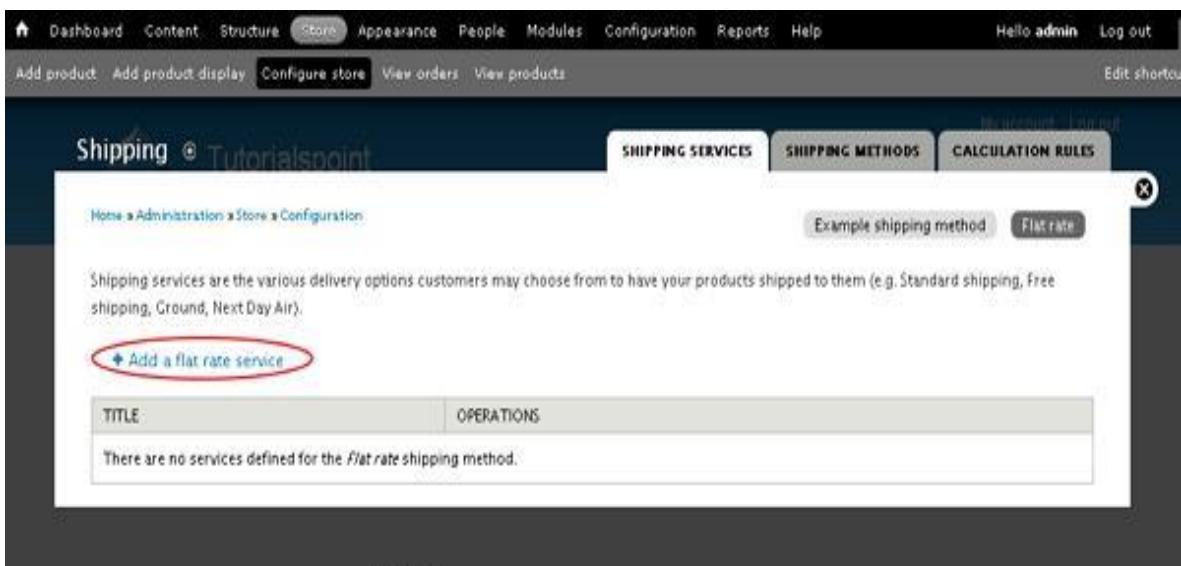
Step (2): Click on **Shipping.**



The screenshot shows the 'Configuration' section of the Drupal admin interface under the 'Store' tab. A red circle highlights the 'Shipping' link in the list of configuration options.

- Checkout settings
- Currency settings
- Line item types
- Order settings
- Payment methods
- Product pricing rules
- Shipping** (highlighted with a red circle)
- Taxes

Step (3): Click **Add a flat rate service as shown in the following screen.**



The screenshot shows the 'Shipping Services' configuration page. A red circle highlights the '+ Add a flat rate service' button.

| TITLE | OPERATIONS |
|--|------------|
| There are no services defined for the Flat rate shipping method. | |

Step (4): The *Shipping* page will get displayed as shown in the following screen.

The screenshot shows the 'Shipping' configuration page in the Drupal admin interface. The 'Title' field contains 'Paid Shipping 10'. The 'Display title' field also contains 'Paid Shipping'. The 'Description' field has the text 'Paid shipping for orders less than \$100'. The 'Base rate' field is set to '10 USD'. At the bottom, there are 'Save flat rate' and 'Cancel' buttons, with 'Save flat rate' being circled in red.

It contains the following fields:

- **Title:** Provide a title which will be the administrative title of this flat rate.
- **Display title:** Enter title that will be displayed on front-end of the flat rate shown to customers.
- **Description:** Enter brief description about the flat rate.
- **Base rate:** Provide a value for the flat rate.

Later, click the **Save** button.

Step (5): Next, you have to configure the component by clicking **configure component** as shown in the following screen.

The screenshot shows the 'Shipping services' tab in the admin interface. A success message 'Flat rate service saved.' is displayed. Below it, a table lists a single flat rate service: 'Paid Shipping 10 (Machine name: paid_shipping_10)'. The 'Operations' column for this row contains a link labeled 'edit' followed by 'Configure component', which is circled in red.

Step (6): Click Add condition.

The screenshot shows the 'Editing rule "Rate Paid Shipping 10"' configuration page. In the 'Conditions' section, there is a table with columns 'ELEMENTS', 'WEIGHT', and 'OPERATIONS'. A red circle highlights the 'Add condition' link at the bottom left of this table. Below the table, the 'Actions' section is visible, containing a single action entry: 'Add a rate for a shipping service to an order' with a weight of 10. A red circle highlights the 'Add condition' link again here. At the bottom of the page, there is a 'Save changes' button.

Step (7): Choose Data comparison from dropdown and click Continue.

The screenshot shows a modal dialog box titled 'Add a new condition'. It contains a dropdown menu labeled 'Select the condition to add' with 'Data comparison' selected. A red circle highlights the 'Continue' button at the bottom of the dialog. The background of the page shows the same 'Editing rule "Rate Paid Shipping 10"' configuration page as the previous screenshot.

Step (8): For **Data selector** field, choose **commerce-order...(Order)** from the dropdown as shown in the following screen.

The screenshot shows the 'Add a new condition' dialog. At the top, there are tabs for 'Configuration', 'Reports', and 'Help'. Below the tabs, there are links for 'Add product', 'Add product display', 'Configure store', 'View orders', and 'View products'. On the right, there are 'Hello admin' and 'Log out' links. The main area has a title 'Add a new condition' with a help icon. Below it, a breadcrumb navigation shows 'Home > Administration > Configuration > Workflow > Rules > Components > Editing rule "Rate Paid Shipping 10%"'. A note says 'Compare two data values of the same type with each other.' A 'DATA TO COMPARE' section contains a 'Data selector *' field with a dropdown menu. The dropdown menu lists several options, with 'commerce-order (Order)' being the selected item and highlighted with a red box. Other options include 'site (Site information)', 'site ... (Site information)', and 'commerce-order:... (Order)'. There is also a 'DATA SELECTORS' section below the dropdown. At the bottom of the dialog, there is a 'Continue' button.

Step (9): Then, choose **commerce-order:commerce-order-total:... (Order total)** from the dropdown as shown in the following screen.

This screenshot is identical to the previous one, showing the 'Add a new condition' dialog. The 'Data selector' dropdown is open, and the option 'commerce-order:commerce-order-total:... (Order total)' is selected and highlighted with a red box. Other visible options in the dropdown include 'commerce-order:changed (Date changed)', 'commerce-order:hostname (Host name)', 'commerce-order:type (Type)', 'commerce-order:uid (Owner ID)', 'commerce-order:owner (Owner)', 'commerce-order:owner:... (Owner)', 'commerce-order:mail (Order e-mail)', 'commerce-order:mail-username (Order e-mail prepared for username usage)', 'commerce-order:commerce-line-items (Line items)', 'commerce-order:commerce-line-items:... (Line items)', 'commerce-order:commerce-order-total (Order total)', 'commerce-order:commerce-order-total:... (Order total)', 'commerce-order:view-url (View URL)', and 'commerce-order:admin-url (Admin URL)'. The rest of the dialog and page layout are the same as the first screenshot.

Step (10): Choose **commerce-order:commerce-order-total:amount (Amount)** from the dropdown and click **Continue** as shown in the following screen.

The screenshot shows the Drupal administration interface with a modal dialog titled "Add a new condition". The URL in the browser is "Home > Administration > Configuration > Workflow > Rules > Components > Editing rule 'Rate Paid Shipping 10'". The modal has a "DATA TO COMPARE" section with a "Data selector" dropdown. The dropdown is set to "commerce-order:commerce-order-total:" and the option "commerce-order:commerce-order-total:amount (Amount)" is highlighted with a red box. Below the dropdown is a link "Switch to the direct input mode". At the bottom left of the modal, the "Continue" button is circled in red.

Step (11): Next, under **OPERATOR** section, you have to select *is lower than* value from the dropdown and click **Switch to the direct input mode** as shown below.

The screenshot shows the "Add a new condition" dialog with the "OPERATOR" section visible. The "Value" dropdown is set to "Is lower than". At the bottom of the dialog, there is a link "Switch to the direct input mode" which is circled in red.

Step (12): Under **DATA VALUE** section, provide the value (usually the value given here is in *cents* (i.e. \$100 = 10000 *cents*)). Later, click the **Save** button.

Add a new condition

Compare two data values of the same type with each other.

DATA TO COMPARE
The data to be compared, specified by using a data selector, e.g. "node:author:name".
Selected data: commerce-order:commerce-order-total:amount

OPERATOR
The comparison operator.
Value: Is lower than ▾

DATA VALUE
The value to compare the data with.
Value: * 10000
Search for data selection

Negate
If checked, the condition result is negated such that it returns TRUE if it evaluates to FALSE.

Save

Step (13): Click **Save changes** as shown in the following screen.

Editing rule "Rate Paid Shipping 10"

Your changes have been saved.

| Conditions | | Show row weights |
|--|-------------|------------------|
| ELEMENTS | OPERATIONS | |
| + Data comparison Selector: Data to compare: [commerce-order:commerce..., Operator: is lower than, Data value: 10000] + Add condition + Add or + Add and | edit delete | |

| Actions | | Show row weights |
|--|-------------|------------------|
| ELEMENTS | OPERATIONS | |
| + Add a rate for a shipping service to an order Selector: Shipping service: Paid Shipping 10 (flat rate), Order: [commerce-order] | edit delete | |

SETTINGS

Save changes

Step (14): For **Free Shipping** you have to create another **Flat rate service** (as we did in Step(3 and 4)) and provide zero(0) for **Base rate** as shown in the following screen.

The screenshot shows the Drupal admin interface under the 'Store' > 'Configuration' > 'Shipping' path. A new flat rate service is being created with the following details:

- Title:** Free Shipping (Machine name: free_shipping)
- Display title:** Free Shipping
- Description:** Free shipping for orders greater than \$100
- Base rate:** 0 USD

Step (15): Configure the component for **Free Shipping** (follow the same steps from 5 to 10 for free shipping as well), choose '*is greater than*' and provide 10000 (i.e. 10000 cents) value as shown in the following screen and click the **Save** button.

The screenshot shows the configuration of a rule condition for the 'Rate Free Shipping' rule. The 'Value' dropdown is set to 'is greater than' and the 'Value' input field is set to 10000. The 'Save' button is highlighted with a red circle.

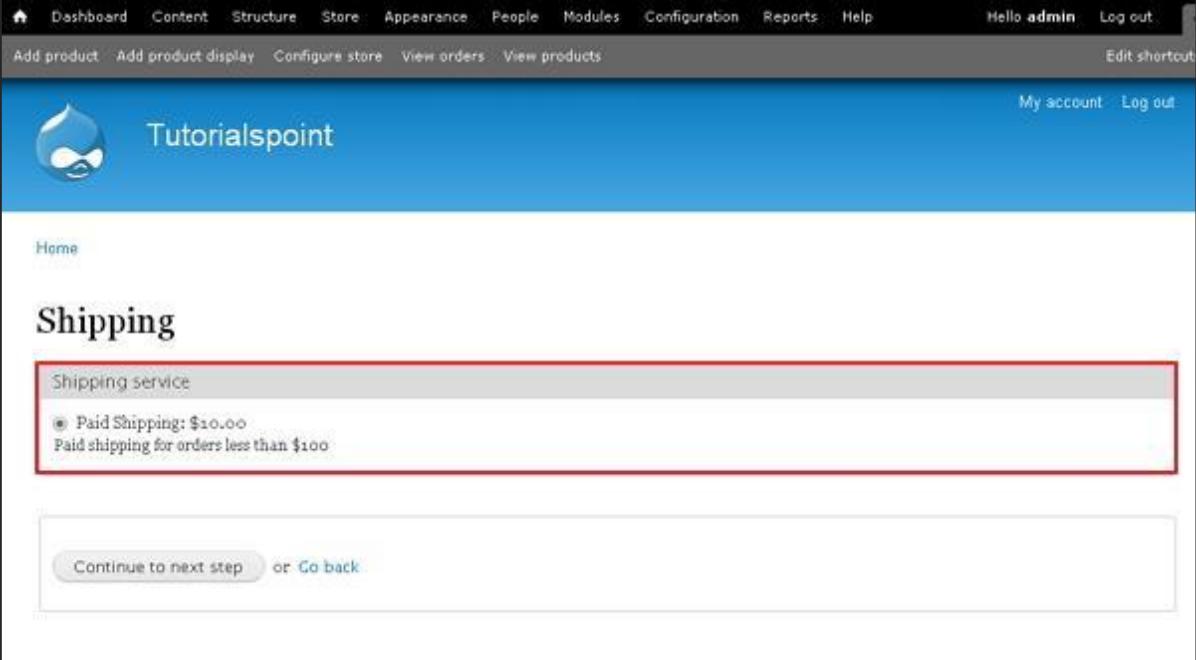
Step (16): Add a product to the cart which is less than \$100 and click the **Check out** tab.

The screenshot shows a Drupal-based e-commerce site with a blue header bar containing links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the header is a navigation menu with links for Add product, Add product display, Configure store, View orders, and View products. The main content area features the Tutorialspoint logo. A success message box displays a green checkmark and the text "Pen added to your cart.". Below this, a "Shopping cart" summary shows "1 x Pen \$10.00". It includes a "View cart" link and a red-bordered "Checkout" button. To the right of the cart summary is an image of a pen. At the bottom of the cart area is a "\$10.00" button labeled "Add to cart".

Step (17): Next, fill up **Shipping information**, **Billing information** and click **Continue to next step** as shown in the following screen.

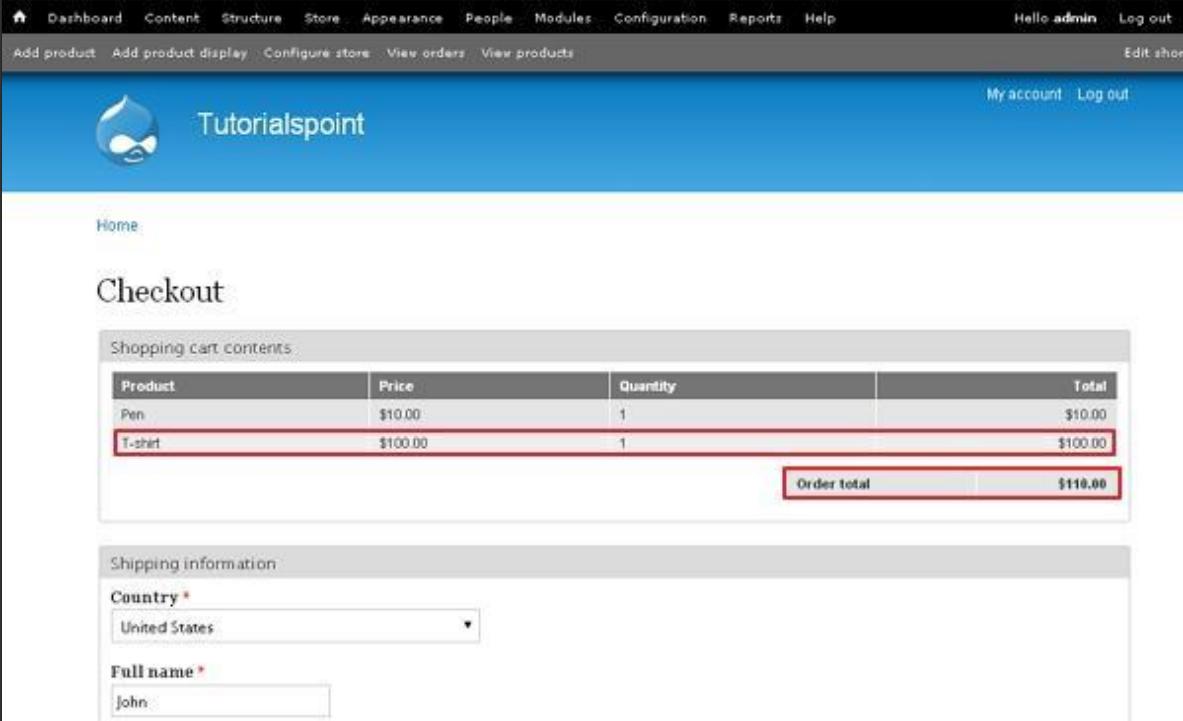
The screenshot shows the "Checkout" page. The top section displays "Shopping cart contents" with a single item: "Pen" at \$10.00. The "Order total" is also \$10.00. Below this is the "Shipping information" section, which includes fields for "Country" (United States), "Full name" (John), "Address 1" (25 OLD QUEEN STREET), "Address 2" (empty), "City" (Honolulu), "State" (Hawaii), and "ZIP code" (96731). The "Billing information" section is identical to the shipping information. At the bottom of the page, there are two buttons: "Continue to next step" and "Cancel". The "Continue to next step" button is circled in red.

Step (18): Now you can see the **Paid Shipping** option displayed as shown in the following screen.



The screenshot shows the Drupal admin interface with a blue header bar containing links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the header is a navigation menu with links Add product, Add product display, Configure store, View orders, and View products. On the right side of the header, there are 'My account' and 'Log out' links. The main content area has a blue header 'Tutorialspoint'. Below it, a 'Home' link is visible. The main title is 'Shipping'. A red box highlights a configuration section titled 'Shipping service' which contains a radio button for 'Paid Shipping: \$10.00' and the note 'Paid shipping for orders less than \$100'. At the bottom of the page, there are buttons for 'Continue to next step' or 'Go back'.

Step (19): You can add some more products, so that **Order total** exceeds \$100.



The screenshot shows the Drupal admin interface with a blue header bar containing links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the header is a navigation menu with links Add product, Add product display, Configure store, View orders, and View products. On the right side of the header, there are 'My account' and 'Log out' links. The main content area has a blue header 'Tutorialspoint'. Below it, a 'Home' link is visible. The main title is 'Checkout'. A red box highlights the 'Shopping cart contents' table, which lists two items: 'Pen' at \$10.00 and 'T-shirt' at \$100.00. The 'Order total' row is also highlighted with a red box, showing a total of \$110.00. Below the table, there is a 'Shipping information' section with fields for 'Country' (set to 'United States') and 'Full name' (set to 'John').

Step (20): Finally, you can see that **Free Shipping** option is displayed after it exceeds the \$100.

The screenshot shows a Drupal administrative interface with a top navigation bar containing links like Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a secondary menu with links for Add product, Add product display, Configure store, View orders, and View products. On the right side of the header, there are links for My account and Log out. The main content area has a blue header bar with the Tutorialspoint logo. Below the header, the page title is "Shipping". A red-bordered box contains the heading "Shipping service" and a radio button labeled "Free Shipping: \$0.00" with the subtext "Free shipping for orders greater than \$100". At the bottom of the page, there are two buttons: "Continue to next step" and "Go back".

47. SET UP PAYMENTS

In this chapter, we will study how to set up **Payments** in Drupal. Payment is a process of paying money in exchange of goods, services or both to a company or a person.

Following are the steps to set up payments in Drupal.

Step (1): Download the latest file of Basic Payment module and PayPal Payment module from the link and install in your Drupal site.

Step (2): Next, Enable the *Basic Payment* and *PayPal Payment* in Modules and click **Save configuration**.

| PAYMENT | | | |
|-------------------------------------|--------------------------|----------|--|
| ENABLED | NAME | VERSION | DESCRIPTION |
| <input checked="" type="checkbox"/> | Basic Payment Method | 7.x-1.15 | A 'dumb' payment method type that always successfully executes payments, but never actually transfers money. It can be useful for <i>collect on delivery</i> , for instance. Requires: Payment (enabled), Entity API (enabled) |
| <input checked="" type="checkbox"/> | Payment | 7.x-1.15 | Allows payments to be made using any of the available payment methods. Requires: Entity API (enabled) Required by: Payment Form Field (disabled), Basic Payment Method (enabled), Payment Reference Field (disabled) |
| <input checked="" type="checkbox"/> | Payment Form Field | 7.x-1.15 | Provides a field to add payment forms to entities. Requires: Currency API (disabled), Currency (disabled), Chaos tools (disabled), System (enabled), Payment (enabled), Entity API (enabled) |
| <input checked="" type="checkbox"/> | Payment Reference Field | 7.x-1.15 | Provides a field to add payments to entities. Requires: Currency API (disabled), Currency (disabled), Chaos tools (disabled), System (enabled), Field (enabled), Field SQL storage (enabled), Payment (enabled), Entity API (enabled) |
| <input checked="" type="checkbox"/> | PayPal | 7.x-1.1 | Provides generic PayPal functionality. Requires: Payment (enabled), Entity API (enabled) Required by: PayPal IPN (disabled), PayPal Express Checkout (disabled), PayPal Payments Standard (disabled) |
| <input checked="" type="checkbox"/> | PayPal Express Checkout | 7.x-1.1 | Provides a PayPal Express Checkout payment method type. Requires: PayPal (disabled), Payment (enabled), Entity API (enabled), PayPal IPN (disabled) |
| <input checked="" type="checkbox"/> | PayPal IPN | 7.x-1.1 | Updates payment statuses using PayPal Instant Payment Notifications. Requires: PayPal (disabled), Payment (enabled), Entity API (enabled) Required by: PayPal Express Checkout (disabled), PayPal Payments Standard (disabled) |
| <input checked="" type="checkbox"/> | PayPal Payments Standard | 7.x-1.1 | Provides a PayPal Payments Standard payment method type. Requires: PayPal (disabled), Payment (enabled), Entity API (enabled), PayPal IPN (disabled) |

Save configuration

Step (3): Click Configuration --> Payment as shown in the following screen.

The screenshot shows the Drupal administrative interface under the 'Configuration' tab. In the 'WEB SERVICES' section, the 'Payment' link is circled in red, indicating it is the target for Step 3.

Step (4): Click Payment methods.

The screenshot shows the 'Payment methods' page under the 'Web services' configuration. The 'Payment methods' link is circled in red, indicating it is the target for Step 4.

Step (5): Then, click Add payment method.

The screenshot shows the 'Add payment method' page. The '+ Add payment method' button is circled in red, indicating it is the target for Step 5.

Step (6): Click **PayPal Payments Standard**.

The screenshot shows the Drupal administration interface under 'Configuration > Web services > Payment > Payment methods'. A list of payment methods is displayed, with 'PayPal Payments Standard' circled in red.

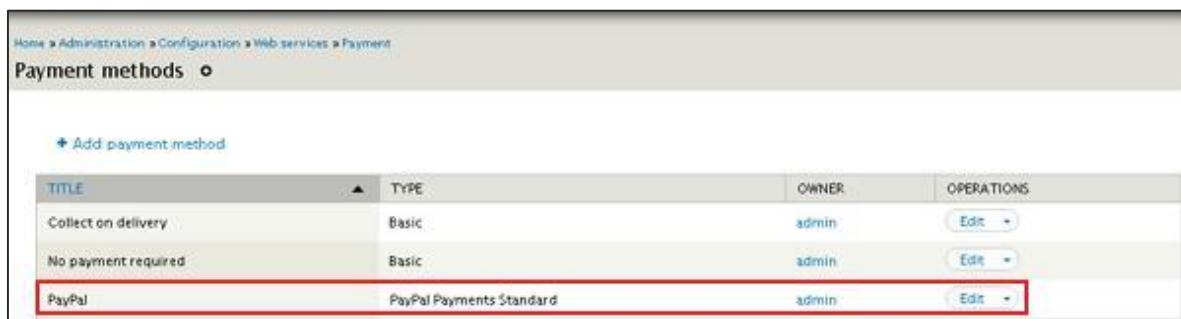
Step (7): You have to fill the form for PayPal payments.

The screenshot shows the 'Add PayPal Payments Standard payment method' configuration form. It includes fields for Type (PayPal Payments Standard), Enabled status, Title (specific) (PayPal), Title (generic), Owner (admin), PayPal account email address (admin@tutorials.com), Server (Production), and Capture (Automatic). The 'Save' button at the bottom is circled in red.

It contains the following fields:

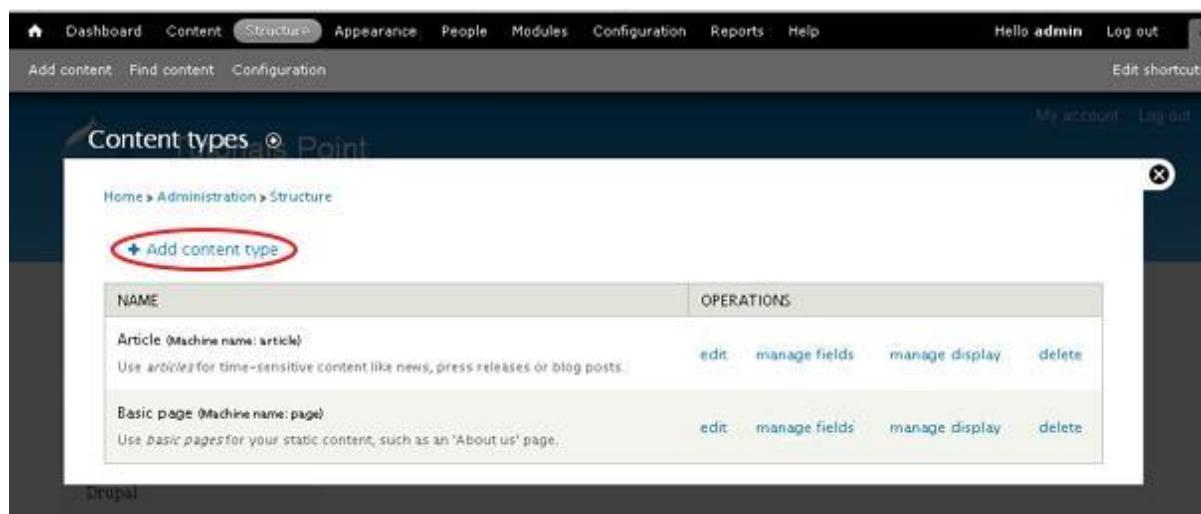
- **Title (specific):** Enter the specific title name.
- **Title (generic):** Enter the generic title name.
- **Owner:** Enter the name of the owner.
- **PayPal account e-mail address:** Enter your email address.
- **Server:** Select the server from either of the one i.e. Production or Sandbox.
- **Capture:** Select either of the one capture method i.e. Manual or Automatic.

Step (8): You can view the above created PayPal in the following list.



| TITLE | TYPE | OWNER | OPERATIONS |
|---------------------|--------------------------|-------|------------|
| Collect on delivery | Basic | admin | Edit |
| No payment required | Basic | admin | Edit |
| PayPal | PayPal Payments Standard | admin | Edit |

Step (9): Next, go to **Structure --> Content Types**. The following page will get displayed, click **Add content type**.



The screenshot shows the 'Content types' page under 'Structure'. At the top, there's a navigation bar with links like Dashboard, Content, Structure, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation, there are links for Add content, Find content, and Configuration. The main area is titled 'Content types' and shows two existing content types: 'Article' and 'Basic page'. A red circle highlights the '+ Add content type' button at the top left of the content type list.

| NAME | OPERATIONS |
|---|--|
| Article (Machine name: article) Use articles for time-sensitive content like news, press releases or blog posts. | edit manage fields manage display delete |
| Basic page (Machine name: page) Use basic pages for your static content, such as an 'About us' page. | edit manage fields manage display delete |

Step (10): Create a content type name as **Products** and save it.

The screenshot shows the 'Content types' configuration page in Drupal. The 'Name' field is set to 'Products'. The 'Title field label' is also set to 'Title'. The 'Preview before submitting' setting is configured to 'Optional'. The 'Save content type' button at the bottom left is circled in red.

Step (11): You can view the created *Products* content in the list. Click **manage fields**.

The screenshot shows the 'Content types' page in the Drupal admin interface. The 'Products' content type is listed with its machine name 'products'. The 'Operations' column for 'Products' includes links for 'edit', 'manage fields', 'manage display', and 'delete'. The 'manage fields' link is circled in red.

Step (12): Add a new field as *Buy Now*, Select *Payment form* for type of data from the dropdown.

The screenshot shows the 'Products' content type edit page. The 'MANAGE FIELDS' tab is selected. A new field is being added with the label 'Buy Now', machine name 'field_buy_now', field type 'Payment form', and widget 'Payment line item configuration'. The 'Add new field' section is highlighted with a red border.

Click the **Save** button.

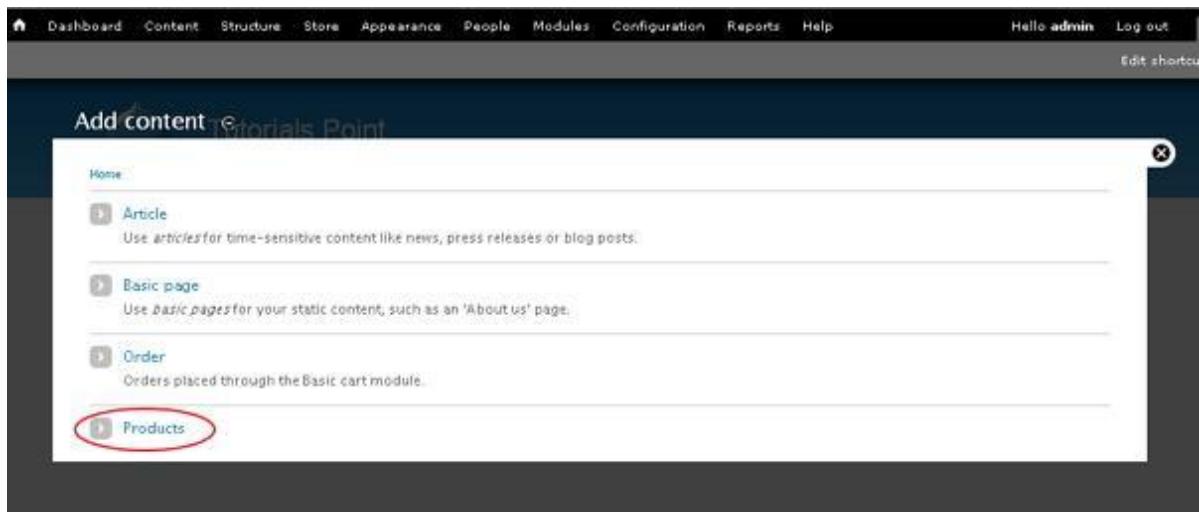
Step (13): Now, you can view the created **Buy Now** field in the list.

| LABEL | MACHINE NAME | FIELD TYPE | WIDGET | OPERATIONS |
|---|--------------|-----------------------|---------------------------------|-------------|
| >Title | title | Node module element | | edit delete |
| Body | body | Long text and summary | Text area with a summary | edit delete |
| Add to cart | add_to_cart | Text | Text field | edit delete |
| Buy Now | field_buynow | Payment form | Payment line item configuration | edit delete |
| Add new field Label: <input type="text"/> - Select a field type - Type of data to store. Add existing field Label: <input type="text"/> - Select an existing field - Field to share - Select a widget - Form element to edit the data. | | | | |

Step (14): Go to Content, click **Add content**.

The screenshot shows the 'Content' administration page. At the top, there are tabs for CONTENT, COMMENTS, and PAYMENTS. Below the tabs, there's a search bar and a 'SHOW ONLY ITEMS WHERE' section with dropdown menus for 'status' (any) and 'type' (any), with a 'Filter' button. Under 'UPDATE OPTIONS', there's a dropdown for 'Publish selected content' and an 'Update' button. At the bottom, there's a table header with columns for TITLE, TYPE, AUTHOR, STATUS, UPDATED, and OPERATIONS, followed by a message 'No content available.'

Step (15): Click Products.



Step (16): Enter your product information inside the fields as shown in the following screen and click the **Save** button.

The screenshot shows a 'Create Products' form. The title is 'Shirt'. The text format is 'Filtered HTML'. A table for product details is present:

| Amount | Quantity | Tax rate | Description |
|---------|----------|----------|---------------|
| INR 500 | 1 | 5 % | Peter England |

Below the table, there are several configuration sections: 'Menu settings' (Not in menu), 'Revision information' (No revision), 'URL path settings' (No alias), 'Comment settings' (Open), 'Authoring information' (By admin), and 'Publishing options' (Published, Promoted to front page). At the bottom, there are 'Save' and 'Preview' buttons, with 'Save' being circled with a red oval.

Step (17): You can now view your content on your site as shown in the following screen. Click **Pay** button.

Shirt

[View](#) [Edit](#)

Submitted by [admin](#) on Tue, 09/15/2015 - 11:42

| Description | Quantity | Amount | Total | Tax |
|--------------------|----------|--------|--------|--------------|
| Tax Rate for Shirt | 1 | ₹30.15 | ₹30.15 | ₹0.15 (0.5%) |
| Total amount | | | ₹30.15 | |

Payment method *

[PayPal](#)

[Pay](#)

Step (18): You will be redirected to the offsite payment server to authorize the payment.

 Tutorials Point

[Home](#)

Home

[Go](#)

Go to payment server

You will be redirected to the off-site payment server to authorize the payment.

Navigation

- ▶ Add content
- ▶ Chaos Tools AJAX Demo
- Shopping cart

Later, it will direct you to the PayPal site for future payments process.

The screenshot shows a PayPal payment page. On the left, there's a summary of the purchase:

| Your order summary | |
|--------------------------|----------------|
| Descriptions | Amount |
| tax_rate_for_shirt | \$30.15 |
| Item price: \$30.15 | |
| Quantity: 1 | |
| Item total | \$30.15 |
| Total \$30.15 USD | |

On the right, there are two main payment options:

- Pay with my PayPal account**: Log in to your account to complete the purchase. This option has a "PayPal" logo with a lock icon.
- Create a PayPal account**: And pay with your debit or credit card. This option includes a link to "Learn more about PayPal - the faster, safer way to pay".

Step (19): Once the payment process is complete, you can view the details of the payment as shown in the following screen.

The screenshot shows a "Payment 7" page with the following details:

Tax

| Description | Quantity | Amount | Total | Tax |
|--------------------|----------|---------|---------|---------------|
| Tax Rate for Shirt | 1 | \$30.15 | \$30.15 | \$0.15 (0.5%) |
| Total amount | | | \$30.15 | |

Status

| Status | Date |
|---------|-------------------------|
| Pending | Wed, 09/16/2015 - 12:16 |
| Created | Wed, 09/16/2015 - 12:16 |

Payment method

PayPal

Step (20): Go to Content --> Payments tab. Here, you can view the payment status of your product.

The screenshot shows the "Payments" tab in the Drupal admin interface. It displays a list of payments with the following columns:

| Last updated between | Current status | Total amount between | Payment method | User | Operations |
|---------------------------------------|----------------|----------------------|----------------|-------|----------------------|
| Wednesday, September 16, 2015 - 12:16 | Pending | \$30.15 | PayPal | admin | View |

Filtering options include "Last updated between" and "And", and a dropdown for "Current status" with the following options:

- Money has been transferred
 - Completed
 - Cancelled reversal
 - Completed (funds are being held back)
- No money has been transferred
 - Created
 - Failed
 - Authorization failed

48. INVOICE GENERATION

In this chapter, we'll study how to generate invoice in Drupal. Invoice is a document with a statement of amount and cost, unique invoice number and tax information.

Following are the steps to generate invoice in Drupal.

Step (1): Download the latest file of Invoice module and install in your Drupal site.

Step (2): Enable the *Invoice* in Modules and click **Save configuration**.

| ENABLED | NAME | VERSION | DESCRIPTION | OPERATIONS |
|---------|---------------|---------|--|---|
| ✓ | Entity API | 7.x-1.6 | Enables modules to work with any entity type and to provide entities. Required by: Entity tokens (enabled), Rules (enabled), Commerce UI (enabled), Customer (enabled), Price (enabled), Line Item (enabled), Order (enabled), Checkout (enabled), Product (enabled), Product Reference (enabled), Product Pricing (enabled), Cart (enabled), Commerce Custom Line Items (enabled), Customer UI (enabled), Order UI (enabled), Payment (enabled), Line Item UI (enabled), Commerce Invoices (enabled), Rules UI (enabled), Payment UI (enabled), Payment Method Example (enabled), Product UI (enabled), Product Pricing UI (enabled), Tax (enabled), Tax UI (enabled), Rules translation (disabled), Rules Scheduler (disabled) | <input checked="" type="checkbox"/> |
| ✓ | Entity tokens | 7.x-1.6 | Provides token replacements for all properties that have no tokens and are known to the entity API. Requires: Entity API (enabled) Required By: Rules (enabled), Commerce (enabled), Commerce UI (enabled), Customer (enabled), Price (enabled), Line Item (enabled), Order (enabled), Checkout (enabled), Product (enabled), Product Reference (enabled), Product Pricing (enabled), Cart (enabled), Commerce Custom Line Items (enabled), Customer UI (enabled), Order UI (enabled), Payment (enabled), Line Item UI (enabled), Commerce Invoices (enabled), Rules UI (enabled), Payment UI (enabled), Payment Method Example (enabled), Product UI (enabled), Product Pricing UI (enabled), Tax (enabled), Tax UI (enabled), Rules translation (disabled), Rules Scheduler (disabled) | <input checked="" type="checkbox"/> |
| ✓ | Invoice | 7.x-1.3 | Module to create invoices | <input checked="" type="checkbox"/> Permissions |

Step (3): Go to **Store --> Invoices**.

Home > Administration > Store

[Invoices](#) (highlighted with a red circle)

Customer profiles
Orders
Products
Configuration

Step (4): Click **Add Invoice**.

Home > Administration > Store > Invoices

[Add Invoice](#) (highlighted with a red circle)

Manage Invoices

Step (5): You can view the Add Invoice page.

The screenshot shows the 'Add Invoice' form. It includes fields for 'Invoice #' (with placeholder 'Please enter the ID of the invoice sent to the customer.'), 'Company Name' (with placeholder 'Please enter the Name of the company who should pay the invoice.'), and 'Invoice Amount in USD' (with placeholder 'Please enter the amount the customer will pay.'). A red circle highlights the 'Add Invoice' button at the bottom.

- **Invoice #:** Enter the invoice id number sent to the customer.
- **Company Name:** Enter the company name who should pay the invoice.
- **Invoice Amount in USD:** Enter the amount that customer has to pay.

After filling the invoice details, click **Add Invoice**.

Step (6): Go to **Store --> Invoice --> Manage Invoices**. Here, you can view your pending and paid invoices.

The screenshot shows the 'Manage Invoices' page. It features a table with columns: INVOICE #, COMPANY NAME, AMOUNT, STATUS, and DETAILS. A single row is selected, showing the details for invoice 1234567, which is issued to 'Tutorials Point' for '\$1,500.00' and is currently 'Pending'. A red box highlights the 'Copy payment link below' button and the URL it generates: http://localhost/commercenew/commerce-invoices/5/zo_KmfXbWHXNqYuWip_hXejwJvPmHsLYtGK-epLk.

Copy the link given in the detail column and it'll redirect you to the checkout page.

Step (7): You can also pay by navigating to the given link `localhost<Your Site Name>/user/invoices/pay`, it'll redirect you to Pay Invoice page as shown in the following screen.

Here, you have to enter the invoice number and click **Pay Invoice** button. It will then redirect you to the Checkout page as shown in the following screen. You can enter the information for billing and click **Continue to next step** button.

Step (8): You can review the product information and also the invoice number and company name. Click on **Continue to next step** button.

Review your order before continuing.

| Product | Price | Quantity | Total |
|------------------------------------|------------|-------------|------------|
| Invoice #1234567 (Tutorials Point) | \$1,500.00 | 1 | \$1,500.00 |
| | | Order total | \$1,500.00 |

Account information

Username: admin
E-mail address: john@tutorials.com

Billing information

John
Bandra
Mumbai Maharashtra 400050
India

Payment

● Example payment

Card number *

4111111111111111

Expiration *

09 / 15

[Continue to next step](#) or [Go back](#)

Step (9): A final message will get displayed as *Checkout complete* as shown in the following screen.

Your order number is 2. You can [view your order](#) on your account page when logged in.

[Return to the front page.](#)

49. E-MAIL NOTIFICATIONS

In this chapter, we will learn how to send **E-mail Notifications** to the owner or creator, when a new comment is posted to the article. E-mail Notification is an alert that a new mail has arrived in your mail box.

Following are the simple steps to set up e-mail notification in Drupal.

Step (1): Click **Configuration** menu on Drupal.



Step (2): Next, click **Rules** link in the **WORKFLOW** section as shown in the following screen.

A screenshot of the 'Rules' configuration page. The top navigation bar shows 'Rules' and 'localhost'. The main content area has tabs for RULES, COMPONENTS, and SETTINGS, with 'RULES' selected. A breadcrumb trail shows 'Home > Administration > Configuration > Workflow'. Below the breadcrumb are two buttons: '+ Add new rule' (highlighted with a red box) and '+ Import rule'. A descriptive text block explains that reaction rules react on selected events and can have actions and conditions. At the bottom is a 'FILTER' button.

Step (3): Click **Add new rule** link.

A screenshot of a confirmation dialog box. It says 'You are about to add a new rule. This will be saved as a component.' Below it are two buttons: 'Cancel' and 'Add rule' (highlighted with a red box).

Step (4): Next, the Rules page will get displayed as shown in the following screen.

The screenshot shows the 'Rules' configuration page on a Drupal site at 'localhost'. The path in the breadcrumb is 'Home > Administration > Configuration > Workflow > Rules'. A new rule is being created with the following fields:

- Name:** Comment notification
- Tags:** (empty)
- React on event:** After saving a new comment
- Restrict by type:** - None -

A note below the restrict field says: "If you need to filter for multiple values, either add multiple events or use the 'Entity is of bundle' condition instead." The 'Save' button is highlighted with a red box.

It contains the following fields:

- **Name:** Enter the name.
- **Tags:** Enter the tags.
- **React on Event:** Select the event where the notification should arrive.
- **Restrict by Type:** Select the type where you need to filter the values or events.

After filling all the fields, click the **Save** button to save the rule.

Step (5): Now, Editing reaction rule "Comment Notification" page gets displayed. Click **Add action** link in *Actions* section as shown in the following screen.

| ELEMENTS | WEIGHT | OPERATIONS |
|----------|--------|------------|
| None | | |

+ Add condition + Add or + Add and

+ Add action + Add loop

Step (6): Add a new action page gets displayed. Select **Send mail** option in System section from the dropdown menu.

Select the action to add

- Add a variable
- Path**
 - Create or delete a content's URL alias
 - Create or delete a taxonomy term's URL alias
 - Create or delete any URL alias
- Renewal**
 - Renew the files on an order.
- System**
 - Block IP address
 - Page redirect
 - Send mail**
 - Send mail to all users of a role
 - Set breadcrumb
 - Show a message on the site
- User**
 - Add user role
 - Block a user
 - Remove user role
 - Send account e-mail
 - Send account e-mail
 - Unblock a user

Step (7): Next, a page will get displayed as shown in the following screen.

The screenshot shows the 'comment notification' rule configuration in the Drupal Rules module. The configuration consists of several sections:

- TO:** Set to 'comment:node:author:mail'. A note says: 'The e-mail address or addresses where the message will be sent to. The formatting of this string must comply with RFC 2022.' A 'Data selector' dropdown is open, showing 'comment:node:author:mail'.
- Data types:** Select data of the type 'Text'. A link to 'DATA SELECTORS' is available.
- SUBJECT:** Set to 'New comment has been posted on your article'.
- Value:** Set to 'subject: [comment:title]
body: [comment:body]'.
- REPLACEMENT PATTERNS:** A link to 'Switch to data selection' is available.
- MESSAGE:** Set to 'The mail's message body'.
- Value:** Set to 'subject: [comment:title]
body: [comment:body]'.
- REPLACEMENT PATTERNS:** A link to 'Switch to data selection' is available.
- FROM:** Set to 'donotreply@domain.com'.
- Value:** Set to 'donotreply@domain.com'.
- REPLACEMENT PATTERNS:** A link to 'Switch to data selection' is available.
- LANGUAGE:** Set to 'English'.
- Value:** Set to 'English'.
- REPLACEMENT PATTERNS:** A link to 'Switch to data selection' is available.

A 'Save' button is located at the bottom left of the configuration area.

Following are the details about the fields present in the preceding screen.

- **Data selector:** Select comment->node->author->mail from the dropdown menu.
- **Subject:** Enter the mail subject in the *Value* text box.
- **REPLACEMENT PATTERNS:** This data selection input mode may help you find more complex replacement patterns. You can select the **TOKEN** type and replace it as per demand.
- **MESSAGE:** Enter mail's message body content in the message *Value* text box.
- **FROM:** It displays the mail address from which mails will be sent to the receiver.

- **LANGUAGE:** It specifies the language used for getting the mail message and subject. You can choose the language from the dropdown menu.

Click the **Save** button to save the notification.

Step (8): You will see the following screen, after you save your notification.

The screenshot shows a Drupal administrative interface for configuring a notification rule. The path in the top left corner is 'Home > Administration > Configuration > Workflow > Rules'. A success message at the top states 'Your changes have been saved.' Below this, there are three main sections: 'Events', 'Conditions', and 'Actions'.

Events: A table with columns 'WEIGHT' and 'OPERATIONS'. One row is present: 'After saving a new comment' with an 'edit' link under 'OPERATIONS'.

Conditions: A table with columns 'ELEMENTS', 'WEIGHT', and 'OPERATIONS'. One row is present: 'None' with an 'edit' link under 'OPERATIONS'.

Actions: A table with columns 'ELEMENTS', 'WEIGHT', and 'OPERATIONS'. One row is present: '+ Send mail' with parameters: To: commentableauthor@mail, Subject: New comment has been posted..., Message subject: comment:title|..., From: dinesh.dixit@mail.com, Language: English. An 'edit' link is also present under 'OPERATIONS'.

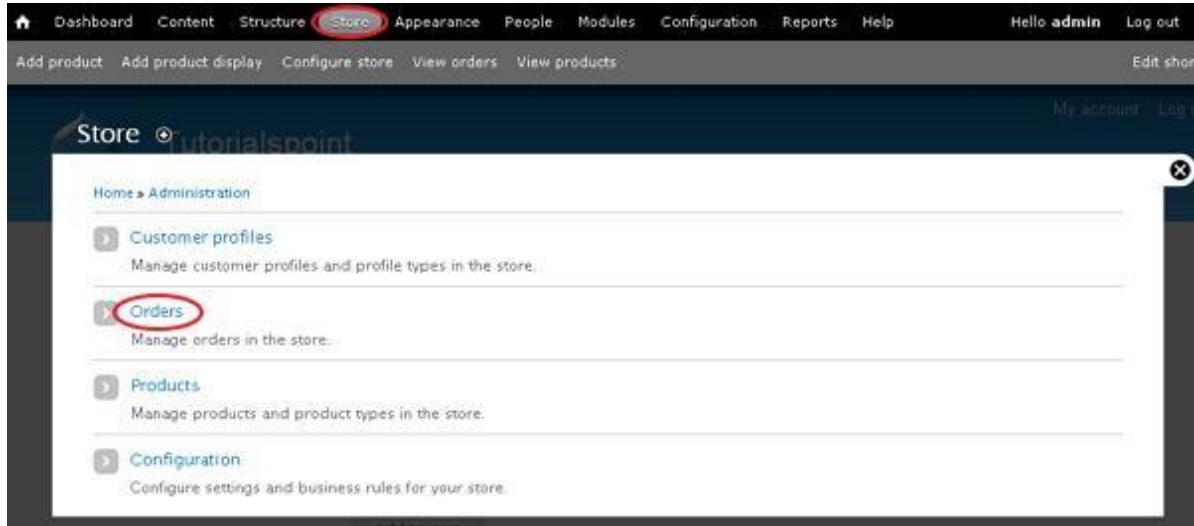
At the bottom left is a 'SETTINGS' link, and at the bottom right is a 'Save changes' button.

50. ORDER HISTORY

Order history is dependent on the ordered products by the user after checkout. It includes history of the product which includes order number, user name, order status etc.

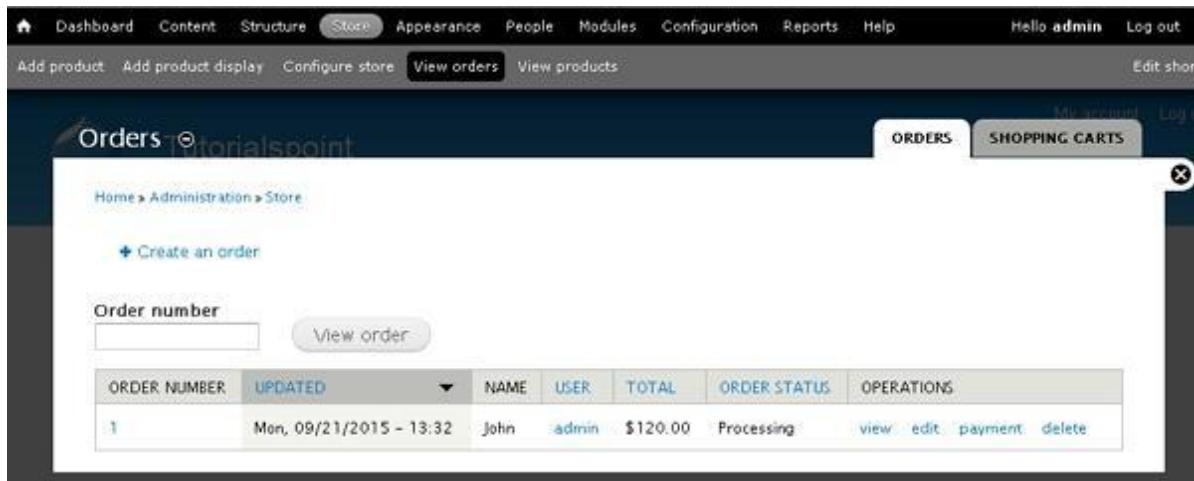
You can view the order history of the product by using the following steps:

Step (1): Go to **Store** and click the **Orders** link.



The screenshot shows the 'Store' administration interface. The top navigation bar includes links for Dashboard, Content, Structure, Store (which is highlighted with a red circle), Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a secondary menu with links for Add product, Add product display, Configure store, View orders (which is highlighted with a red circle), and View products. The main content area is titled 'Store' and shows a list of management tasks: Customer profiles, Orders (highlighted with a red circle), Products, and Configuration.

Step (2): You will get the screen of the ordered products list.



The screenshot shows the 'Orders' administration interface. The top navigation bar includes links for Dashboard, Content, Structure, Store, Appearance, People, Modules, Configuration, Reports, Help, Hello admin, and Log out. Below the navigation is a secondary menu with links for Add product, Add product display, Configure store, View orders (highlighted with a red circle), and View products. The main content area is titled 'Orders' and shows a list of ordered products. At the top right are buttons for ORDERS and SHOPPING CARTS. The table displays columns for ORDER NUMBER, UPDATED, NAME, USER, TOTAL, ORDER STATUS, and OPERATIONS. One row is visible, showing Order Number 1, Updated Mon, 09/21/2015 - 13:32, Name John, User admin, Total \$120.00, Status Processing, and operations links for view, edit, payment, and delete.

It contains fields such as:

- **Order Number:** It is the order number of product.
- **Updated:** It specifies when the product has been updated last.
- **Name:** It is the name of the user who has ordered the product.

- **User:** It is the account name of the user. It may be authenticated by user or admin.
- **Total:** It specifies total amount of the ordered product.
- **Order Status:** Defines the order status such as processing or pending or completed or cancelled.
- **Operations:** Here you can perform some operations on the product such as:
 - **View** option displays the billing information and shipping information.
 - **Edit** option allows to edit the price, shipping information, billing information etc.
 - **Delete** option deletes the product order and **payment** option specifies paid amount for the product, date of expiry, etc.