

Assigning Content to Multiple Sections of the UNBC Website

We have made an enhancement to Drupal that will make it easier to assign content to multiple sections of the UNBC website.

What Does “Assigning to Multiple Sections” Mean?

One of the goals with the upgrade of our content management systems is to reduce the amount of duplicate information on the UNBC website. Drupal allows us the ability to share some content across multiple sections of the UNBC website. Here’s an example of where this might come in handy:

Let’s say that there is a Lecture Series being presented by both the Math and Chemistry departments. Instead of creating two events, one for display in the Math section of the web and the other for display in the Chemistry section of the web, we can create one event that is assigned to both the Math and Chemistry sections of the UNBC website.

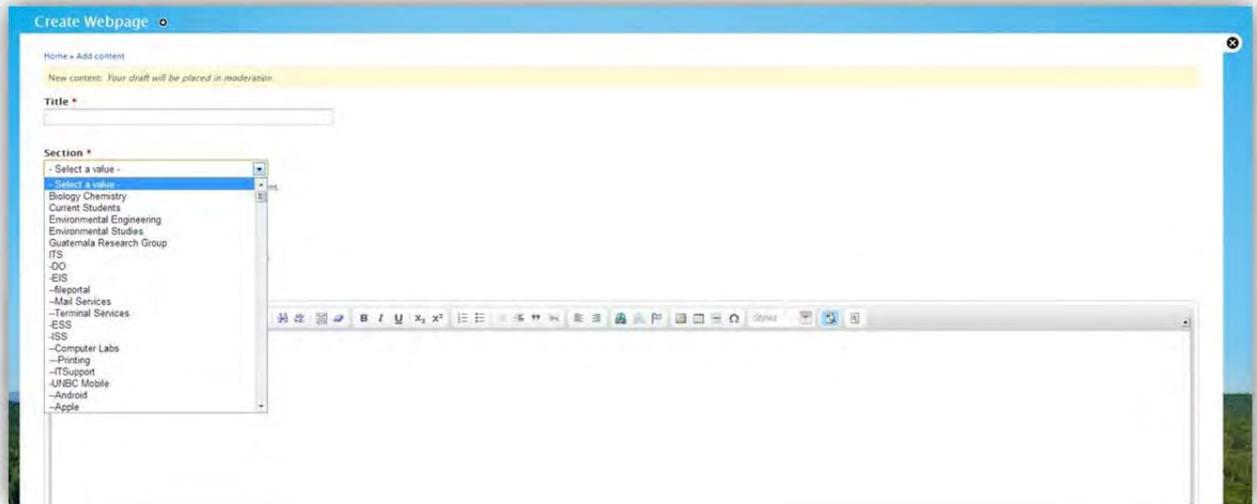
Types of Content That Can Be Assigned to Multiple Sections

Not all types of web content can be assigned to multiple sections. Currently, the following types of content are available for multiple section assignment:

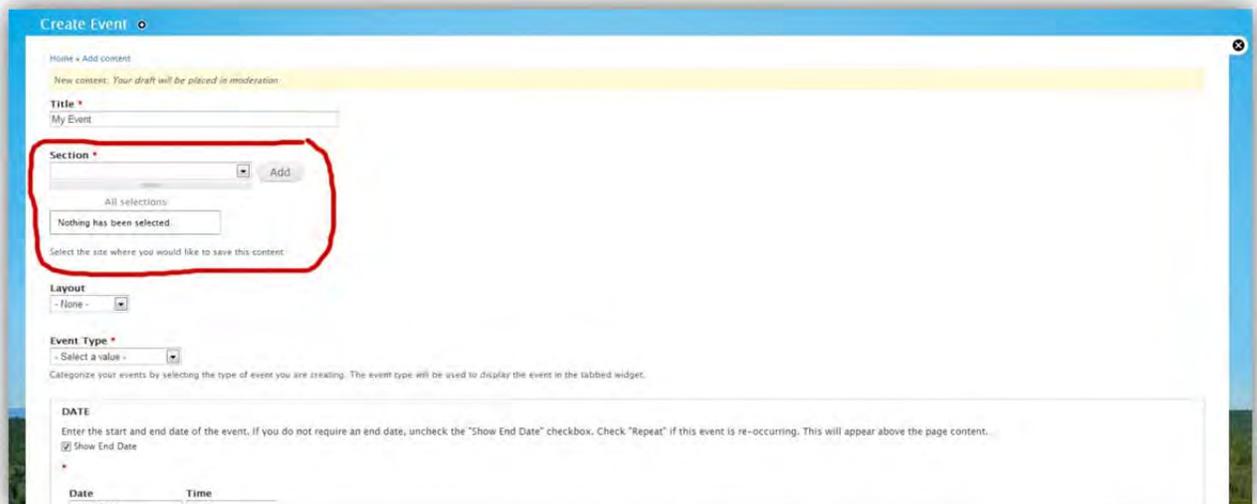
- Events
- News
- Image Galleries

How to Assign Content to Multiple Sections

With content types such as Web Pages, you will assign the content to your section using a drop down list:



The enhanced section tool for multiple section content now looks like this:



1. Assigning Content to One Section

To assign your content to a section, find your section in the drop down list and click “Add”.



This screenshot shows the 'Section' dropdown menu in the UNBC website creation interface. The title is 'My Event'. The dropdown menu is open, showing a list of sections. The 'Advising' section is highlighted in blue, and a red arrow points to the 'Add' button next to it. Below the dropdown menu, there is a text area for the event content and a 'DATE' section with input fields for 'Date' and 'Time'.

Title *
My Event

Section *
Advising
English Politics
404
About UNBC
Academic Success Centre
Academic Visioning
Access Resource Centre
Active Minds
Ayt Dayanandan
Alex Ng
Akda Hall
Alumni
Amy Klepetar
Andrea Gingerich
Angela Smith
Aime Hardy
Annie Booth
Anthropology
Apply
Bellefleur, Dan

comment

event you are creating. The event type will be used to display the event in the tabbed widget.

Enter the start and end date of the event. If you do not require an end date, uncheck the "Show End Date" checkbox. Check "Repeat" if this event is re-occurring. This will appear above the page content.

Show End Date

DATE

Date	Time
02/07/2013	14:15
E.g., 02/07/2013	E.g., 14:15

to:



This screenshot shows the 'All selections' button in the UNBC website creation interface. The title is 'My Event'. The dropdown menu is set to '<none>'. Below the dropdown menu, there is a text area for the event content and a 'DATE' section with input fields for 'Date' and 'Time'.

Title *
My Event

Section *
<none>

All selections

Advising

Select the site where you would like to save this content.

Layout
- None -

Event Type *
- Select a value -

Categorize your events by selecting the type of event you are creating. The event type will be used to display the event in the tabbed widget.

DATE

Enter the start and end date of the event. If you do not require an end date, uncheck the "Show End Date" checkbox. Check "Repeat" if this event is re-occurring. This will appear above the page content.

Show End Date

DATE

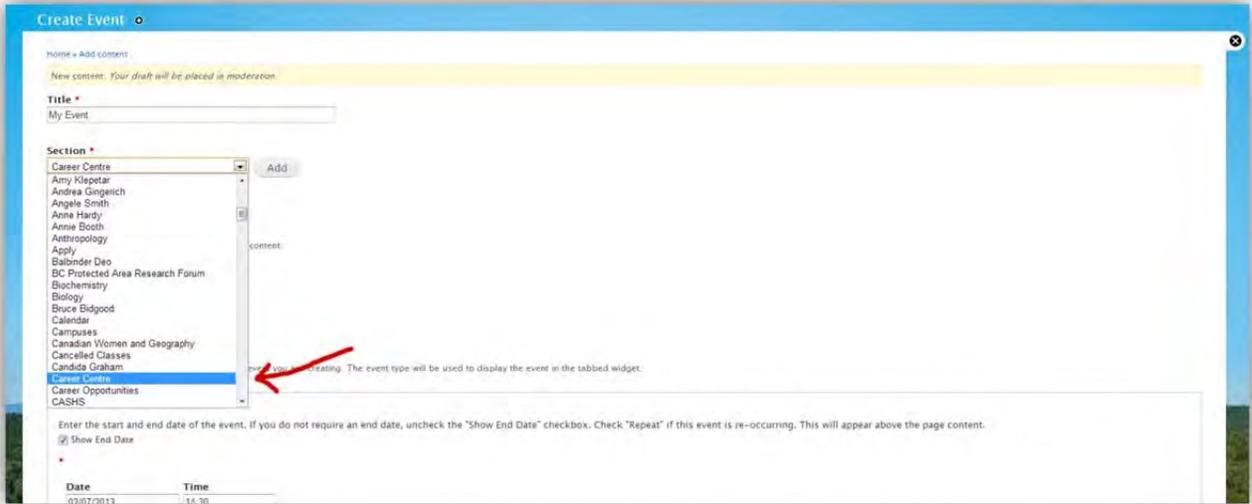
Date	Time
02/07/2013	14:15
E.g., 02/07/2013	E.g., 14:15

to:

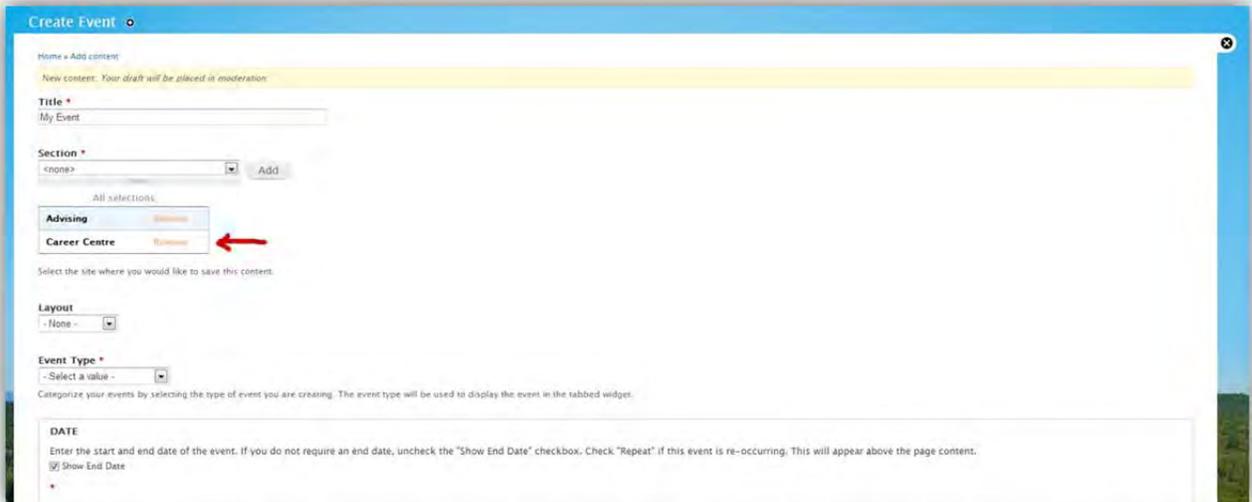
If you only want to add your content to one section of the UNBC website, you can proceed to create the rest of your content.

2. Assigning the Same Content to Another Section

To add your content to another section of the UNBC website, repeat the above steps.



The screenshot shows the 'Create Event' form with the 'Section' dropdown menu open. The menu lists various sections, and 'Career Centre' is highlighted. A red arrow points to the 'Career Centre' option. The form includes fields for 'Title' (My Event), 'Section', 'Date', and 'Time'. A note at the bottom states: 'Enter the start and end date of the event. If you do not require an end date, uncheck the "Show End Date" checkbox. Check "Repeat" if this event is re-occurring. This will appear above the page content.'



The screenshot shows the 'Create Event' form with the 'All selections' section. The 'Career Centre' option is highlighted with a red arrow. The form includes fields for 'Title' (My Event), 'Section', 'Layout', 'Event Type', 'Date', and 'Time'. A note at the bottom states: 'Enter the start and end date of the event. If you do not require an end date, uncheck the "Show End Date" checkbox. Check "Repeat" if this event is re-occurring. This will appear above the page content.'

3. Assigning Content to a Section with Sub-Section(s)

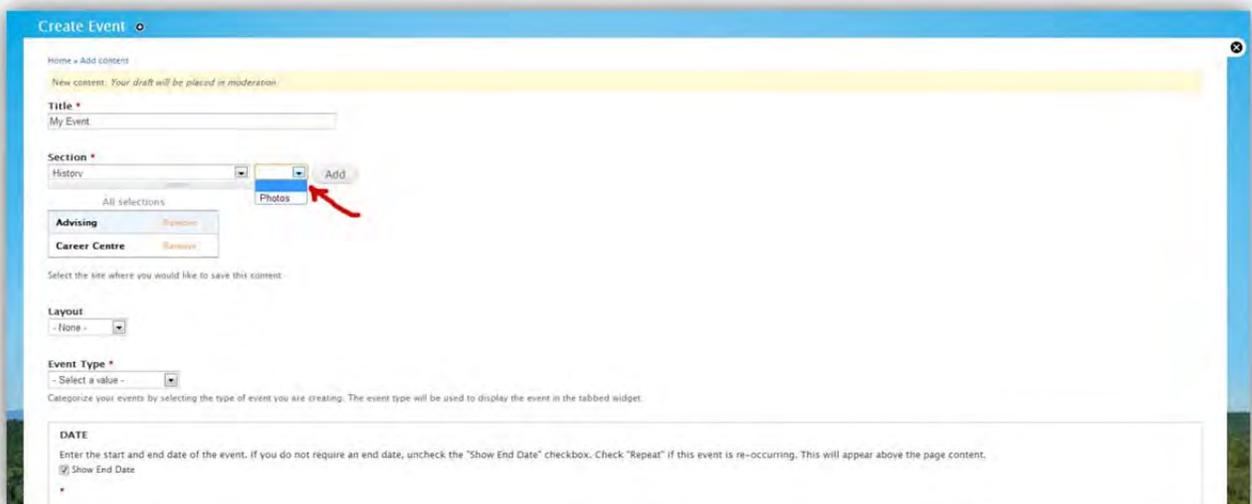
Some sections of the UNBC website have sub-sections. When you select a section that has subsection(s) a second drop down list will appear:



The screenshot shows the 'Create Event' form. The 'Section' dropdown is set to 'History', and a second dropdown menu is open, showing 'All selections' with 'Advising' and 'Career Centre' as options. A red circle highlights the second dropdown menu. The 'Add' button is visible to the right of the dropdowns.

3a. Assigning content to the Parent Section

To assign content to the Parent section, in the first drop down select the section, then from the second drop down list, select the blank item, then click "Add":



The screenshot shows the 'Create Event' form. The 'Section' dropdown is set to 'History', and the second dropdown menu is open, showing 'All selections' with 'Advising' and 'Career Centre' as options. A red arrow points to the 'Photos' sub-section. The 'Add' button is visible to the right of the dropdowns.

Create Event

Home » Add content

New content. Your draft will be placed in moderation

Title *
My Event

Section *
-<none> Add

All selections

Advising	Remove
Career Centre	Remove
History	Remove

Select the site where you would like to save this content.

Layout
-None-

Event Type *
- Select a value -

Categorize your events by selecting the type of event you are creating. The event type will be used to display the event in the tabbed widget.

DATE
Enter the start and end date of the event. If you do not require an end date, uncheck the "Show End Date" checkbox. Check "Repeat" if this event is re-occurring. This will appear above the page content.
 Show End Date

3b. Adding Content to a Sub-Section

To assign content to the a sub-section, in the first drop down select the section, from the second drop down list, select the sub-section, then click "Add":

Create Event

Home » Add content

New content. Your draft will be placed in moderation

Title *
My Event

Section *
History Photos Add

All selections

Advising	Remove
Career Centre	Remove
History	Remove

Select the site where you would like to save this content.

Layout
-None-

Event Type *
- Select a value -

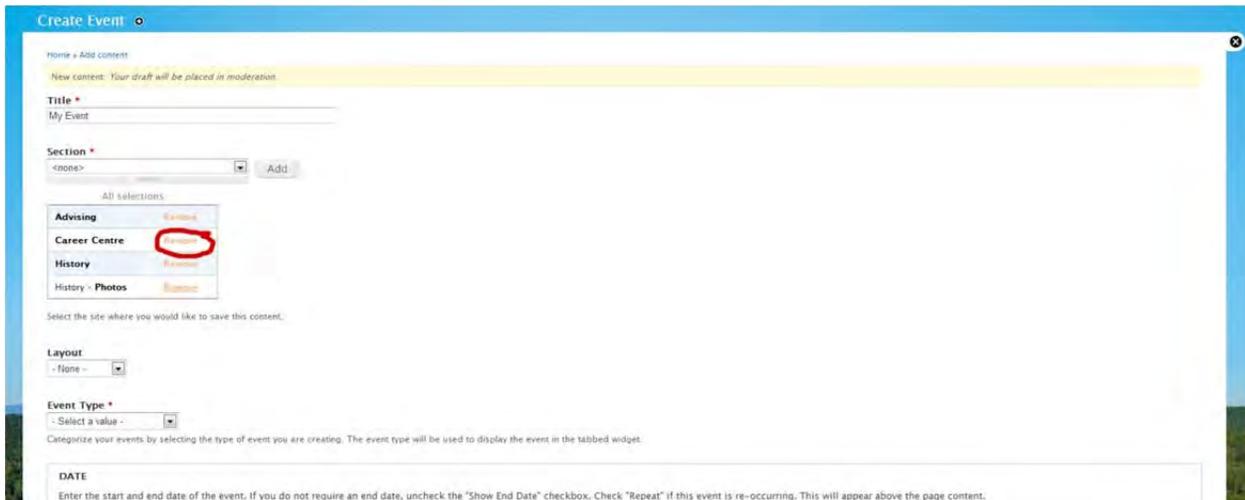
Categorize your events by selecting the type of event you are creating. The event type will be used to display the event in the tabbed widget.

DATE
Enter the start and end date of the event. If you do not require an end date, uncheck the "Show End Date" checkbox. Check "Repeat" if this event is re-occurring. This will appear above the page content.
 Show End Date



4. To Remove a Section

If you no longer want content to appear in one of the selected sections, simply click on the “Remove” link next to the desired section.



Once all sections are selected as desired, proceed with the rest of your content creation and publish when ready. The content will then display in the selected sections of the UNBC website.