

# Creating a content type – Check list

## 1. Enable Modules

Below is a list of common modules used when building Custom Content Types.

- Automatic Nodetitles** - allows you to hide the Drupal core "Title" field and use CCK fields as the title of your page.
- CCK Block** – Allows you to create fields that display as blocks.
- Link** – allows you to create clickable links with configurable labels.
- Entity reference** – allows you to reference other content types and link directly to that information.

## 2. Create New Content Type

- Structure > Content Types > Add content type**
  - Name (machine name is automatic)
  - Description (displays in the listing of content types)

### Vertical Tabs

- Submission Form Settings** – Drupal Core fields
  - Title – Required, will be the title of the page
  - Preview before submitting – Disable.
- Publishing Options**
  - Turn off Promoted to the front page
  - Disable/enable attachments
- Display Settings**
  - Uncheck Display author and date information
- Comments**
  - Disable – unless you want people adding comments to your page.
- Menu Settings**
  - Indicate which menus you want to be available for this content type. For YaleSites, we use the Main Menu with Menu Block module so sub menus are not created.
- Save and Add fields

### ➤ Manage Fields

- Add new field label and then select the following**

Select <b>field type</b> (most commonly used listed below)	Select <b>Widget</b> (options are related to field type. * are preferred for field type)
<ul style="list-style-type: none"><li>• Boolean (on/off)</li></ul>	<ul style="list-style-type: none"><li>• Single on/off checkbox*</li><li>• Radio buttons/check boxes</li></ul>
<ul style="list-style-type: none"><li>• Date</li></ul>	<ul style="list-style-type: none"><li>• Pop-up calendar</li><li>• Text Field</li><li>• Select List</li></ul>
<ul style="list-style-type: none"><li>• Email – displays clickable email</li></ul>	<ul style="list-style-type: none"><li>• Text field</li></ul>
<ul style="list-style-type: none"><li>• Entity Reference – connect to other content types/user profiles</li></ul>	<ul style="list-style-type: none"><li>• Radio buttons/check boxes</li><li>• Select List</li></ul>

	<ul style="list-style-type: none"> <li>• Autocomplete field*</li> <li>• Autocomplete (tags style) – allows adding tags that do not exist</li> </ul>
<ul style="list-style-type: none"> <li>• File – upload files, pdf, doc, xls etc.</li> </ul>	<ul style="list-style-type: none"> <li>• File</li> </ul>
<ul style="list-style-type: none"> <li>• Image – upload images</li> </ul>	<ul style="list-style-type: none"> <li>• Image</li> </ul>
<ul style="list-style-type: none"> <li>• Integer – for numbering and sorting</li> </ul>	<ul style="list-style-type: none"> <li>• Text field</li> </ul>
<ul style="list-style-type: none"> <li>• Link</li> </ul>	<ul style="list-style-type: none"> <li>• Link</li> </ul>
<ul style="list-style-type: none"> <li>• Text</li> </ul>	<ul style="list-style-type: none"> <li>• Text field</li> </ul>
<ul style="list-style-type: none"> <li>• List (text) – radio buttons or check lists</li> </ul>	<ul style="list-style-type: none"> <li>• Radio buttons/check boxes</li> <li>• Select List</li> </ul>
<ul style="list-style-type: none"> <li>• Long Text – multiple rows</li> </ul>	<ul style="list-style-type: none"> <li>• Text Area (multiple rows)</li> </ul>
<ul style="list-style-type: none"> <li>• Long Text and summary</li> </ul>	<ul style="list-style-type: none"> <li>• Text Area with summary</li> </ul>
<ul style="list-style-type: none"> <li>• Term Reference</li> </ul>	<ul style="list-style-type: none"> <li>• Radio buttons/check boxes</li> <li>• Select List</li> <li>• Autocomplete (term widget) – allows adding tags that do not exist</li> </ul>
<ul style="list-style-type: none"> <li>• Video Embed</li> </ul>	<ul style="list-style-type: none"> <li>• Video</li> </ul>

- Configuring fields
  - **Basic configuration** changes based on the type of field added.
  - **Help text** should be added to make it easier for the person adding content to understand what they need to do.
  - **Field Settings** section affects all fields
- Existing field – all fields that are part of your site; fields can be reused and should be reused.
  - If you change **Field Settings** for one you change it for all.

## ➤ Manage display

You can control how the content displays on your page

### **Content Types > Display Fields**

- **Field Order** - Drag fields in the order you want them to display on the page
- **Hide Fields** – Drag the field to the Hidden section.
- **Labels** - Hide/choose display for labels
- **Format** – change the way the fields display
  - Images – choose and image style or size
  - Date – choose a date format

## ➤ Display Suite

Provides more control over the body of your page.

- Select a Layout**
- Rearrange the order of the fields in the new section.
- Create Custom CSS

### 3. Create url aliases

- Configuration > Search and Meta Data > URL Aliases > Patterns**
- Click on **Node paths**
- Locate your new content type and create a url path (news/[node:title])
- Use **replacement patterns/tokens** (link below) to build the url.

### 4. Create Image Styles (different sizes for your image)

- Configuration > Media > Image Style**
- Create name of new image size (**Preset namespace**) field.
- Choose **preset Actions** (usually **Scale and Crop**)
- Enter **height and width** sizes.

### 5. Create Date Format (different display for dates)

- Configuration > Regional and Language > Date and Time**
- Create format** – click on **Format** tab then **Add Format**. Use PHP to build format.
- Create date type** – click on **Types**, **Add date type** then add type.

## Notes to self: