Content Types and Components in Drupal

Template Guides
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Our live trainings and documentation describe how content on the site is entered, managed, and shared throughout Drupal.

This is a lot of information to remember, and the specifics can get a little confusing.

This document provides term definitions and visual outlines of the templates and components in our site to act as a quick reference when working in Drupal.

*Screenshots may not exactly match the live site, but they’re a good approximation of how things work. We are gradually updating these documents with more up-to-date screenshots.
Glossary

Whiskey
What is your preferred whiskey?

- Scotch
- Bourbon
- Irish
- Tennessee

Select a file to upload
Choose File: No file chosen
Only jpg, jpeg, org and gif file with maximum size of 1 MB is allowed.

Upload
**Fields Needed**

- **Hero Image**
  - Image upload (.jpg or .png)

- **Title field**
  - Plain text

- **Intro Text**
  - Formatted text (Limited HTML)

**Auto Generated By CMS (Not Editable)**

- Breadcrumbs
Overview of Terms

Text Entry
- Text Field - Plain
- Text Area - Plain
- Text Area - Simple HTML
- Text Area - Basic HTML
- Text Area - Full HTML (WYSIWYG)

Video and Images
- Image Select
- Video Select

Related Content
- Autocomplete Node Select

Categorizing Items
- Radio Buttons
- Dropdown
- Select Boxes
- Autocomplete Taxonomy Select

Links and Buttons
- URL Field Only
- URL + Link Text

Dates and Times
- Simple Date Picker
- Start Date with Start Time and End Date with End Time Picker
Text Field - Plain
Used for unformatted, text. Usually used for items that are less than a paragraph (255 characters or less).
**Text Area - Plain**
Used for mid-length unformatted text.
Allows paragraphs.

**Text Area - Simple HTML**
Options to bold, italicize, or link text.
Text Area - Basic HTML
An in-between option. Usually used for mid-length text when some formatting (bold, italic, underline, links, bullets, numbered list, etc.) could be needed.

Text Area - Full HTML
Text, buttons, bullets, images, tables, oh my! Used mainly for body copy in places where the template needs to be flexible.
Autocomplete Node Select

Used to pull in something previously created, such as a news item.

Start typing in the field to see available matches, then click to select.
Video and Images

**Image Select**
Search for and select an image from existing assets in the media library.

Necessary dimensions and file size will be specified as help text.

**Video Select**
Search for and select a video from existing assets in the media library, or pull a new video from an external hosting service (YouTube or Vimeo).

**HEADER IMAGE**
Please upload an image with dimensions 1600x1067px.

Select image

**HEADER VIDEO**

Select video

*Note: Although uploads are possible via these fields, we recommend only uploading files via the media library itself to allow for media tag selection (not supported in the select fields shown here)*
Radio Buttons
Small taxonomies: for example, a person's title or a program location. Editors may only choose one categorization.

Select Boxes
Small taxonomies: for example, a person's title or a program location. Editors have the ability to choose more than one categorization.

Select Options
- Yes
- No
- Maybe

Whiskey
What types of whiskey do you prefer?
- Scotch
- Bourbon
- Irish
- Tennessee
- Rye

Dropdown
Small to Medium taxonomies: Editors may only choose one categorization.

Statistic Type
Icon
Taxonomy Select
Used to pull in something previously created, such as larger taxonomies.

Start typing in the field to see available matches, then click to select.
**URL Field Only**
Used when the link text is defined by the CMS.

**URL + Link Text**
Used when the link text is customized by the user. Sometimes limited to a maximum number of links.
**Date Picker**
Used to choose event dates. Should specify the way date and time outputs.

**Start Date with Start Time and End Date with End Time Picker**
Used to choose event date, start time, and end time. End time optional. Specify date and time granularity and formatting.
### Overview
Provide quick facts that a user would find persuasive.

### Fields Available
- **Card** [max 3]
  - **Card Title** ("Differentiator with Icon")
  - **Card Description** ("Pecillum, artisanal tempor comme...")
- **Icon**
- **Generated by CMS**

- **Features/Notes**
  - If more than two card items are added, area goes into a slider.
Content Types

Brand Statement

Who we are

The Graduate Center of The City University of New York, a leader in public graduate education, is committed to excellence and leadership for the public good through innovative research, graduate scholarship, and collaborative and interdisciplinary learning to serve its mission of learning.

Headline for Differentiators

Degrees and Programs

General Page Title

General Page

Unique, Recurring, Navigation

---

Page Elements

1. Page Starter ★
2. WYSIWYG
3. Accordions
4. Differentiators
5. Checkerboard
6. Full Width WYSIWYG
7. Full Width Accordions
8. News
9. Event Feature
10. Event Listing
11. Profiles
12. Testimonial
13. Listing
14. Book Listing
15. Book Feature
16. Gallery
17. Contacts
18. [Not in Wire] FYIs

Navigation

A. Breadcrumbs ★
B. Left Navigation ★
C. Footer CTA Banner ★
Page Sections

The Page Sections area below the body text and accordions is built using an unlimited number of mix-and-match components.

Each component in the Page Sections area is:

- Reorderable
- Repeatable
- Optional

Available Components:
(See individual annotations for each component for usage instructions)

4. Differentiators
5. Checkerboard
6. Full Width WYSIWYG
7. Full Width Accordions
8. News
9. Event Feature
10. Event Listing
11. Profiles
12. Testimonial
13. Listing
14. Book Listing
15. Book Feature
16. Gallery
17. Contacts
18. [Not in Wire] FYI's
Fields Available

- **Page Title** ★
  - Text Field - Plain

- **Hero (field group)**
  - Intro Text
    - Text Area - Plain
  - Image
    - Select from media library (images)
  - Video
    - Remote video embed
      - YouTube or Vimeo
    - 16x9 video ratio, full width in page

Generated by the CMS

- Video play/pause icon

Features

- On click, video plays in lightbox
- Clicking the overlay, close button or pressing ESC stops the video and closes the modal
Program Detail

Biology


<table>
<thead>
<tr>
<th>DEGREE OFFERED</th>
<th>ADMISSIONS DEADLINES</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ph.D. in Biology</td>
<td>Dec 1, 2020 for Fall Enrollment ( Neuroscience)</td>
<td>Biology Office</td>
</tr>
<tr>
<td>M.A in Biology</td>
<td>Jan 1, 2020 for Fall Enrollment</td>
<td>Email: [Email Address]</td>
</tr>
<tr>
<td>Full Time</td>
<td>Est. Duration: 2 Years</td>
<td>Phone: 212-817-8100</td>
</tr>
<tr>
<td>Part Time</td>
<td>Est. Duration: 2 Years</td>
<td></td>
</tr>
</tbody>
</table>
Program Detail

Unique, Recurring, Navigation

Page Elements
1. Page Starter ★
2. Quick Info ★
3. Sidebar Event
4. WYSIWYG
5. Program Accordion
6. Differentiators
7. Profiles
8. Checkerboard
9. Testimonial
10. Event Listing
11. News
12. [Not in Wires] FYI's
13. [Not in Wires] Book Feature
15. [Not in Wires] Event Feature

Overview
Program Detail pages are used for the landing pages of all academic programs - doctoral, masters, and certificates.

All Program Detail pages must, at minimum, be populated with basic degree information and will pull contact information from their corresponding Department Detail pages.

Program Detail pages are considered authoritative content and are only directly editable by site admins.

Navigation
A. Breadcrumbs ★
B. Child Page Navigation - Program Detail
C. Footer CTA Banner ★
Page Sections

The Page Sections area below the body text and accordions is built using an unlimited number of mix-and-match components.

Each component in the Page Sections area is:

- Reorderable
- Repeatable
- Optional

Available Components:

(See individual annotations for each component for usage instructions)

6. Differentiators
7. Profiles
8. Checkerboard
9. Testimonial
10. Event Listing
11. News
[Not in Wires] FYIs
[Not in Wires] Book Feature
[Not in Wires] Gallery
[Not in Wires] Event Feature
Fields Available

- Program Title ★
  - Text Field - Plain

- Hero (field group)
  - Intro Text
    - Text Area - Plain
  - Image
    - Select from media library (images)
  - Button
    - Title + URL

Note:
- Button can be fully customized to link to any page; recommend “Apply” or “How to Apply” with link to Admissions info, or “Request Info” linking to an embedded inquiry form.
<table>
<thead>
<tr>
<th>DEGREE OFFERED</th>
<th>ADMISSIONS DEADLINES</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH.D. IN BIOLOGY</td>
<td>Dec 1, 2020 for Fall Enrollment (Neuroscience)</td>
<td>1:212.817.8100 Email</td>
</tr>
<tr>
<td>Full Time, Est. Duration: 2 Years</td>
<td>Jan 1, 2020 for Fall Enrollment</td>
<td><a href="mailto:email@email.com">Email</a></td>
</tr>
</tbody>
</table>

Generated by the CMS
- Headings: “Degree Offered”, “Admissions Deadlines”, “Contact”
- Link text: “Email”

Contact: Pulling from Profile OR Department/Program
- Name (First Last) [From Profile] OR Department/Program Title [From Department/Program] - static label
- Phone Number
  - Displays all phone numbers associated with the contact
- Email
- Social Media Links
## Program Detail

### Quick Info, p. 2/2

<table>
<thead>
<tr>
<th>DEGREE OFFERED</th>
<th>ADMISSIONS DEADLINES</th>
<th>CONTACT</th>
</tr>
</thead>
</table>
| **PH.D. IN BIOLOGY**  
Full Time, Est. Duration: 2 Years | Dec 1, 2020 for Fall Enrollment (Neuroscience)  
Jan 1, 2020 for Fall Enrollment | **BIOLOGY OFFICE**  
1-212-817-8100  
Email |

### Fields Available

- Degree Info [max 5]
  - Degree Name ★
    - Text Field - Plain
  - Other Info ★
    - Text Field - Simple HTML

- Program Type (not shown) [max 1]
  - Taxonomy Select - Program Type

- Admissions Deadline
  - Text Area - Simple HTML

- Contact Info
  - Node Select - Profile OR Department/Program

- Program Keyword (Not displayed)
  - Text Field - Plain
  - Used in Program Listing Search
Fields Needed
- Associated Program
  - Node Select - Program

Features
- Displays the next upcoming event related to this program's associated department.
- If no upcoming event, this does not display

Generated by the CMS
- Heading: “Upcoming Event”
- Link: “See all Events” - links to events listing pre-filtered by this Academic Program (e.g., chosen Department node)

Pulling from Event
- Date (Weekday and Date)
- Event Title (Links to Event Detail)
- Time - only if it's a single day event; time will not display for multi day events
Overview

If a program has subsections (subprograms, tracks, concentrations, etc) this accordion should be created to provide an overview. The "Heading" field should define the type of subsections, and the clickable label for each accordion item should be the name of the subsection. Both of these also display in the Program Listing.

Only one of these sections is recommended.

Fields Available

- Subprogram or Tracks Accordions [no max]
  - Heading
    - Text Field - Plain
  - Description
    - Text Area Simple HTML
  - Accordion Items [no max]
    - Clickable Label ★
      1. Text Field - Plain
    - Body ★
      1. Text Area - Full HTML

Features

- Clicking the label of an accordion item label expands/collapses content
- No maximum number for expand-collapse items

Generated by the CMS

- + and - icons
Department Detail pages are created for Administrative Offices, Student Services, Centers and Institutes, and all other non-academic units.

Department Detail are used to populate the searchable online director and must, at minimum, be populated with contact information.

For this reason, all academic programs will also have a corresponding Department Detail page to populate directory information. These pages must be tagged “Academic Program”

Department Detail pages also have the option of redirecting to another URL (for example, an external site for a research center).
Page Sections

The Page Sections area below the body text and accordions is built using an unlimited number of mix-and-match components.

Each component in the Page Sections area is:
- Reorderable
- Repeatable
- Optional

Available Components:
(See individual annotations for each component for usage instructions)

5. Checkerboards
6. Profiles
7. Event Listing
8. Listing
9. News
10. Contacts

[Not in Wires] FYIs
[Not in Wires] Full Width WYSIWYG
[Not in Wires] Full Width Accordion
[Not in Wires] Testimonial
[Not in Wires] Book Feature
[Not in Wires] Differentiators
The dedicated staff of the Office of Finance and Administration provide effective and efficient services in support of the College's teaching, research, and outreach activities.
Overview
Contact info entered on the Department Detail page is displayed in the online directory as well as on the page itself, and must be accurate as a general use contact. Additional/secondary contact info can be added to the page using the optional Contacts component.

Fields Available
- Phone Number [max 1] ★
  - Phone Number
- Email [max 1] ★
  - Email
- Location ★
  - Text Field - Plain
- Website [max 3]
  - Title + URL
- Social Media Links [unlimited]
  - Icon + Title + URL

Generated by the CMS
- Headings: “Contact Information”, “Social Media”
- Icons: Map Marker, Telephone, Mail, Computer
News Article Title

Feb 5, 2020  By Jamil Quarts-Noble

Article summary goes here. Turnip greens yarrow ricebean rutabaga endive cauliflower sea lettuce kohlrabi amaranth water spinach avocado daikon napa. Turnip greens yarrow ricebean rutabaga endive cauliflower sea.
News posts should be used for longer, more detailed stories, press releases, and other news items. Shorter announcements, alerts, etc, should be published using FYIs. News items are included in the main GC News Listing page and can be displayed within on-page components. News posts are moderated and can only be published by site admins within the Office of Communications and marketing.
Fields Available

- **News Title ★**
  - Text Field - Plain
- **Details (field group)**
  - **Publish Date ★**
    - Date
  - **Author**
    - Text field - Plain
  - **Image**
    - Select from media library (images)
  - **Video**
    - Remote Video Embed (YouTube or Vimeo) or select from media library (videos)
      1. Click to play, plays in place
  - **Caption**
    - Text area - Plain
- **Summary**
  - Text Area - Plain

Generated by CMS:
- “By” in front of author name

**Note**
- Recommend including an image & summary to be suitable for use in Homepage Stories or News Features
Fields Available

- Faculty [unlimited]
  - Node Select - Profile
  - Only profiles tagged as Faculty can be selected

Pulling from People Profile

- Name (First, Last)
- Title(s) [Job Title, Department]
- Image

Generated by the CMS

- Heading: “Related Faculty in this Story”
- Icon (used if profile has no image)
- Comma - between Job Title & Department

Related Faculty

DÁNA-AIN DAVIS
Professor, Urban Studies
Professor, Anthropology

EUGения PAULICELLI
Professor, Women’s and Gender Studies
Fields Available

- Category [unlimited]
  - Taxonomy Select - News Category
- Programs [unlimited]
  - Node Select - Program
- Department [unlimited]
  - Node Select - Department
- Topic [unlimited]
  - Taxonomy Select - News Topic
- News Keyword (Not displayed)
  - Text Field - Plain
  - Used in News Listing Search

Features

- Category, Academic Program, Department, and Topic tags appear in that order
- Category, Academic Program, Department, and Topic tags link to listing page filtered on that tag
This section is fully generated by the CMS and displays the three latest News items with at least one matching Category tag.

- If no matching news items, show 3 most recent news articles.
Event

CP & PD Webinar: Preparing for a Campus Visit

Overview

Events must include at minimum a start date and time to be published.

Events are included in the main GC Events Listing and can be displayed within on-page components.

Events are moderated and can only be published by site admins within the Office of Communications and marketing.

Page Elements

1. Page Starter ★
2. Contact
3. Event Details
4. WYSIWYG ★
5. Gallery
6. Related Events ★
7. Contacts
Features

● Tags appear in the following order:
  ○ Event Type
  ○ Academic Program (Department w/ Type “Academic Department”), Department (all other Department Types), Topic
● Clicking on a tag links to the listing pre-filtered on that tag
● Event location is not clickable or filterable
● Event Time does not display for multi day events
CP & PD WEBINAR: PREPARING FOR A CAMPUS VISIT

Thursday, January 28, 2020
5:30 p.m. – 7:30 p.m.

Fields Available (Continued)

- Event Type [max 1] ★
  - Taxonomy Select - Event Type

- Topic [unlimited]
  - Taxonomy Select - Event Topic

- Programs [unlimited]
  - Node Select - Program

- Department [unlimited]
  - Node Select - Department

- Event Keyword (Not displayed)
  - Text Field - Plain
  - Used in Event Listing Search

- Feature on Homepage
  - Checkbox
  - An image is required for the event to be featured in the largest homepage feature box
### Event Details

<table>
<thead>
<tr>
<th>HOSTED BY</th>
<th>ADMISSION PRICE</th>
<th>REGISTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of Career Planning &amp; Professional Development</td>
<td>Free</td>
<td>Event registration is required</td>
</tr>
<tr>
<td>Additional Office</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Fields Available**

- **Host [max 5]**
  - Node Select - People AND/OR Department/Program
    - Links to designated detail page
- **Price**
  - Text Area - Plain
- **Registration Details** (e.g., “Event registration is required” text and “Reserve Now” button)
  - Text Area - Basic HTML

**Generated by the CMS**

This section is fully generated by the CMS and displays the next three active Events (ordered by start date) with same Topic tags (min 1 tag matching)

○ If no matching events, show 3 active Events (ordered by start date)

Note: "Active" events are events for which the start date has not yet passed (for events with only a start date), and events for which the end date has not yet passed (for events with a start & end date).
Profile

Aria Joie, PHD

Distinguished Professor, Comparative Literature
Distinguished Professor, French
Other Job Title, Department

SPECIALIZATIONS
Specialization, Family Education, Quantitative Methods

EDUCATION
Ph. D. and A.M. in Comparative Literature from Harvard University

Download CV

Optional H2 Headline About Person

This is a full WYSIWYG. It seems from the moment you begin to take your love of astronomy seriously, it's hard to imagine anything else. And then you never imagine
Profile Info ★<br>Body<br>Contact Info ★<br>Book Listing<br>Related News

Overview
Profiles are used primarily for faculty (including emeritus faculty) and staff, but can also be used for students and alumni.

Faculty and staff profiles populate the searchable online directory, can be displayed within the Profiles component on pages, and can be tagged within/linked from a variety of other content types and components.

Student and Alumni profiles can only be displayed within the Profiles component on pages.

Note: each faculty/staff member should have only one profile on Drupal.
ARIA JOIE

FACULTY

Distinguished Professor, Comparative Literature
Distinguished Professor, French

RESEARCH INTERESTS
Specialization, Family Education, Quantitative Methods

EDUCATION
Ph.D. and M.A. in Comparative Literature from Harvard University

Overview
Profiles are primarily created for Faculty and Staff, but can also be used for Students and Alumni.

- Faculty and Staff profiles will populate the online directory.
- Student and Alumni profiles can only be displayed with the Profiles component on General Pages, Program Detail pages, and Department Detail pages.

Generated by the CMS
- Comma between Job Title & Department
- Headings: "Research Interests", "Education"
- Link text: “Download CV”
- CV Download Icon
Fields Available

- **First Name ★**
  - Text Field - Plain
- **Last Name ★**
  - Text Field - Plain
- **Core Faculty (not displayed)**
  - Checkbox
- **Profile Type [unlimited] ★**
  - Taxonomy Select - Profile Type
  - Links to People Listing filtered on this profile type
- **Topics [unlimited] (not displayed)**
  - Taxonomy Select - People Topic
  - used for Profiles component

- **Keywords (Not displayed)**
  - Text Field Plain
- **Used for Directory Search**
- **Titles [unlimited] ★**
  - Job Title ★
    - Text Field - Plain
  - Department/Program [select one]
    - Node Select - Department/Program
- **Research Interests [unlimited]**
  - Text Field - Plain
- **Education [unlimited]**
  - Text Field - Plain
- **CV**
  - Select from media library (documents)
- **Photo**
  - Select from media library (images)

Features/Notes

- Checkbox for Core Faculty is unchecked by default. Checking the checkbox marks the profile as “Core Faculty” within the CMS, but does not display on the pages.
- A Title can only be associated with a single Department/Program. If a person has multiple titles or appointments in different units, use the “Add Title” button to create a new fieldset.
Profile

Contact Information ★

CONTACT

📞 +1 877-428-6942
📞 +1 877-428-6942
✉️ Send An Email
🌐 Website.com

Location, Room Number

AFFILIATED CAMPUS(ES)
CUNY Graduate School Of Public Health And Health Policy

SOCIAL MEDIA
facebook, twitter, email, linkedin, youtube

OFFICE HOURS
Monday - Thursday
10:00 a.m. – 3:30 p.m.

Friday
11:00 a.m. – 2:00 p.m.

Fields Available

● Phone Number [max 2]
  ○ Telephone
● Email Address [max 1] ★
  ○ Email
● Website [max 3]
  ○ Title and URL
● Location
  ○ Text Field Plain
● Affiliated Campuses [unlimited]
  ○ Taxonomy Select - Campus
● Social Media [unlimited]
  ○ Icon + Title + URL
● Office Hours
  ○ Text area - Simple HTML

Generated by the CMS

● Headings: “Contact”, “Affiliated Campus(es)”, “Social Media”, “Office Hours”
● Icons for: Phone, Email, external link, Location

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OPTIONAL H3 HEADLINE ABOUT PERSON

This is a full WYSIWYG. It seems from the moment you begin to take your love of astronomy seriously, the thing that is on your mind is what kind of telescope will you get. And there is no question, investing in a good telescope can really enhance your enjoyment of your new passion in astronomy.

AWARDS AND GRANTS

This is a full WYSIWYG. It seems from the moment you begin to take your love of astronomy seriously, the thing that is on your mind is what kind of telescope will you get. And there is no question, investing in a good telescope can really enhance your enjoyment of your new passion in astronomy.

PROFESSIONAL AFFILIATIONS AND MEMBERSHIPS

This is a full WYSIWYG. It seems from the moment you begin to take your love of astronomy seriously, the thing that is on your mind is what kind of telescope will you get. And there is no question, investing in a good telescope can really enhance your enjoyment of your new passion in astronomy.

COURSES TAUGHT

This is a full WYSIWYG. It seems from the moment you begin to take your love of astronomy seriously, the thing that is on your mind is what kind of telescope will you get. And there is no question, investing in a good telescope can really enhance your enjoyment of your new passion in astronomy.

PUBLICATIONS

This is a full WYSIWYG. It seems from the moment you begin to take your love of astronomy seriously, the thing that is on your mind is what kind of telescope will you get. And there is no question, investing in a good telescope can really enhance your enjoyment of your new passion in astronomy.
RELATED NEWS

FEBRUARY 5, 2020

STUDYING IMMIGRATION THROUGH CHILDREN’S EYES
Summary excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

FEBRUARY 5, 2020

PROFESSOR CARLA SHEDD’S UNEQUAL CITY MAKES ZORA’S 100 GREATEST BOOKS LIST
Summary excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

FEBRUARY 5, 2020

STUDYING IMMIGRATION THROUGH CHILDREN’S EYES
Summary excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

FEBRUARY 5, 2020

ARIA JOIE ON THE THOUGHT PROJECT - EPISODE 78
Description: Turnip greens yarrow ricebean rutabaga endive cauliflower sea lettuce kohlrabi amaranth water spinach avocado daikon napa.

Features
- Automatically displays all News associated with the Profile, sorted by date from most recently published to least recently published
  - Secondary Sorting: Title A-Z
- Section does not display if no news is associated with this Profile

Pulling from News
- Publish Date
- Title (Links to full story)
- Summary (or excerpt of body if no summary set)

Generated by the CMS
- Heading: “Related News”
Differentiator cards are the individual pieces of content that are assigned to and displayed in the Differentiators component.

### Fields Available
- **Top Area (Choose one) ★**
  - Statistic Value
    - Text field - Plain
  - Image
    - Select from media library (images)
  - Icon
    - Select from media library (icons)
- **Card Title ★**
  - Text Field - Plain
- **Card Title Link**
  - URL field
- **Description**
  - Text field - Plain

* Note: all cards have optional descriptions, this is showing the option of a card without one.
Book
Overview
Books are short records of published books by GC faculty and scholars. They are displayed in the Book Feature and Book Listing components only and do not have standalone pages.

Books are moderated and can only be published by site admins within the Office of Communications and Marketing.

Generated by the CMS
- Punctuation - between authors and Job Title & Dept
- “by” before author(s)
- “Published”

Pulling from Profile (if author field populated)
- Name (First, Last)
- Links to Profile page
- Job Title(s) & Department(s)
FYI
FYI

Used on:
FYI Listing
FYIs Component

Overview
FYIs are best for short alerts/announcements that do not require the full features of a news post. FYIs display only within components and on the FYI listing page and do not have standalone pages.

Fields Available
- FYI Title ★
  - Text Field - Plain
- Publish Date ★
  - Date
- Image
  - Select from media library (images)
- Image Caption *(displays in lightbox only)*
  - Text field - Plain
- Body
  - Text Area - Basic HTML
- Category [unlimited] ★
  - Taxonomy Select - FYI Category
- Department [unlimited] *(displays in Listing only)*
  - Node Select - Department
- Program [unlimited] *(displays in Listing only)*
  - Node Select - Program
- FYI Topic [unlimited] *(displays in Listing only)*
  - Taxonomy Select - FYI Topic
- FYI Keyword *(Not displayed)*
  - Text Field - Plain
  - Used in FYI Listing Search

Features
- On click, image will display in lightbox
- If image has caption, it displays in lightbox only
The WYSIWYG component is a freeform content area that supports the following:

- Normal text
- Header styles (H2-H6)
- Bold and italicized
- Linked text
- Embedded media:
  - Images (centered, left-aligned, right-aligned) with optional captions.
  - Video Embed (YouTube or Vimeo)
- Numbered list
- Bulleted list
- Block quote
- Button (CTA, external, download)
- Tables (optional header row, header column, both, or none)
- IFrame (Inline frame - an embedded HTML doc) [requires administrator access]

Both the WYSIWYG that is used for the “Body” field on the templates listed on the left of this page, and the full-width WYSIWYG that appears in the page sections area on general, department and program pages, function exactly the same way.
The Accordions component consists of one or more Accordion Blocks, each containing the following:

- **Heading**
  - Text field - Plain

- **Description**
  - Text area - Simple HTML

- **Accordion Sections [unlimited]**
  - **Clickable Label**
    - Text field - Plain
  - **Content**
    - Text area - Full HTML

Generated by the CMS
- + and - icons

Both the Accordions that are used immediately below the Body field and the full-width Accordion Block that appears in the page sections area function exactly the same way, **except**:

- The top Accordions on all three templates can consist of an unlimited number of Accordion Blocks grouped together; the Accordion Blocks in the page sections are single blocks that can be reordered with other components.
- the top Accordions on Program Detail pages should be used only for subprograms/tracks/etc, as these will display on the general program listing page as well.

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**MOLeCULAR, CELlULAR AND DEVELOPMEntAL BIOLOgy**

The MCD subprogram encompasses approximately 60 laboratories across eight CUNY campuses using a wide variety of model organisms from microbes and invertebrates to mammals and plants. It features faculty working at the cutting edge of cancer mechanisms, biotechnology, signal transduction, gene regulation, genome integrity, cell structure, intracellular trafficking and development/dysfunction of the immune and nervous systems, among others. MCD graduates have completed their Ph.D. degree with strong records of productivity making them highly competitive for postdoctoral positions and fellowships. In addition, many MCD alumni now hold academic faculty posts and leadership positions in the biotechnology industry. Learn More

**ECOLOGY, EVOLUTIONARY BIOLOGY, AND BEHAVIOR**

**NEuroSCIENCE**

**PLANT SCIENCES**
The Book Feature component shows up to 3 most recent Books matching the filter(s) selected (and, not or)

- If no filter(s) selected, displays the 3 most recent
- Books are sorted chronologically by publish date (most recent first)
- Component displays all content from each Book content item within the listing; there is no link to a separate page for each Book.

Fields Available

- **Heading ★**
  - Text Field - Plain
- **Link**
  - Title + URL
- **Author [max 1]**
  - Node Select - Profile
  - Only faculty profiles can be selected
- **Department/Program [max 1]**
  - Node Select - Department
- **Book Topic [max 1]**
  - Taxonomy Select - Book Topic

Pulling from People Profile Detail (For Author)

- Name (First, Last) - Links to Detail Page
- Job Title(s)
- Department(s)
The Book Listing component displays all books matching the filter(s) selected and, not I)
- Books are sorted chronologically by publish date (most recent first)
  - Secondary sorting is alphabetically by title (A-Z)
- If no filters are selected, all books will display
- Component displays all content from each Book content item within the listing; there is no link to a separate page for each Book.

Fields Available
- Heading ★
  - Text Field - Plain
- Author [max 1]
  - Node Select - Profile
  - Only faculty profiles can be selected
- Department/Program [max 1]
  - Node Select - Department
- Book Topic [max 1]
  - Taxonomy Select - Book Topic

Pulling from Faculty Profile (for Author)
- Name (First, Last)
  - Links to full profile
- Job Title(s)
- Department(s)
The Checkerboard component consists of one or more Checkerboard items, consisting of the following:

- **Eyebrow**
  - Text field - Plain

- **Image**
  - Select from media library (images)

- **Video**
  - Remote Video Embed (*YouTube or Vimeo*) or select from media library (videos)
  - Video play/pause icon

- **Title**
  - Text field - Plain

- **Description**
  - Text area - Plain

- **Button [max 1]**
  - Title + URL

**Generated by the CMS**
- Video play/pause icon

**Features**
- On click, video plays in lightbox
- Clicking the overlay, close button or pressing ESC stops the video and closes the modal

**Used on:**
- Homepage
- General
- Program Detail
- Department Detail
- News and Event Landing
- Marketing Landing
The Contacts component shows one or more manually selected people, programs and/or departments.

- Component shows email and phone information by default, but either or both can be hidden
- Email displays as “Send an Email” for security
- Phone numbers stack if multiple are entered.

Generated by CMS
- Icons (phone or email)
- “Send an email”

Fields Available
- Eyebrow
  - Text field - Plain
- Heading ★
  - Text field - Plain
- Contacts [unlimited] ★
  - Contact ★
    - Node Select - choose ★
    - Profile or Department or Program [max 1]
  - “Hide Phone” ★
  - Checkbox
  - “Hide Email” ★
  - Checkbox

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>JAMES L. MUISKENS</td>
<td>(212) 917-7672</td>
<td>Send An Email</td>
</tr>
<tr>
<td>Interim President</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JULIA WRIGLEY</td>
<td>(212) 917-7672</td>
<td>Send An Email</td>
</tr>
<tr>
<td>Interim Provost and Senior Vice President for Academic Affairs, Professor</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The Differentiator component displays a manually selected collection of differentiator cards.

- If more than 4 differentiator cards are selected, the interface becomes a carousel with arrows to left and right to move forward/backward through the full selection.

### Fields Available

- **Heading ★**
  - Text field - Plain
- **Description (not shown)**
  - Text area - Simple HTML
- **Button [max 1]**
  - Title + URL
- **Differentiator Cards [unlimited] ★**
  - Node Select - Differentiator Card content type
The Event Feature component displays the basic details for a single manually selected event.

- Component will be automatically removed from page after its start date (if only a start date is available) or end date (if event has both a start & end date) has passed.
- Restricted to selection of events with images

### Fields Available

- Event Feature ★
  - Node Select - Event

### Pulling from Event Detail

- Image
- Date
- Time
- Location
- Title (Link to Event Detail)
- Summary or Trimmed Body

### Generated by the CMS

- “More Info” (links to event detail)
The Event Listing component shows up to 3 active events matching the filter(s) selected (and, not or).

- “Active” events are events for which the start date has not yet passed (for events with only a start date), and events for which the end date has not yet passed (for events with a start & end date).
- Events are sorted chronologically by start date, in descending order.
  - If the event has only a Start date, then as soon as its start date has passed, the event item will no longer appear on the site.
  - If the event has a start and end date, then as soon as the end date has passed, the event item will no longer appear on the site.
- If no filters are selected the button will display as “See All Events” and will link to the full GC Events Listing.
- If one or more filters are selected, button will display as “More Events Like This” and will link to prefiltered events listing matching the filters selected.
- If no events match the filters selected, the component will not display.

### Fields Available

- **Eyebrow**
  - Text Field - Plain
- **Heading ★**
  - Text Field - Plain
- **Filters: Topic, Event Type, Department, Program, Event Audience**
  - Taxonomy Select - Event Topic [max 1]
  - Taxonomy Select - Event Type [max 1]
  - Node Select - Program [max 1]
  - Node Select - Department [max 1]
  - Taxonomy Select - Event Audience [max 1]
The FYIs component shows the most recent 4 stories matching the filter(s) selected (and, not or).

- FYIs are sorted chronologically by date (most recent first)
- If no filters are selected, the link will display as “See All FYIs” and link to the full GC FYIs Listing
- If one or more filters are selected, the link will display as “See More FYIs Like This” and will link to prefiltered FYIs listing matching the filters selected
- If no stories match the filters selected, the component will not display.
- Clicking on image displays image in lightbox. If image has caption, caption displays in lightbox only.
The Gallery component displays a manually selected collection of images and/or videos in a dynamic, expandable grid.

- On click of an image or video, image or video lightboxes and shows full size image or video and caption
- Users can use arrows to move between gallery items while lightboxed
- Recommend at least four images.
- On click of “Load More” button, the rest of the gallery items display and shift page content down.
- In expanded state button displays “View Fewer” to collapse back to original state

Fields Available

- **Heading ★**
  - Text field - Plain
- **Description**
  - Text area - Plain
- **Slides [unlimited] ★**
  - **Image**
    - Select from media library (images)
  - **Video**
    - Remote Video Embed (YouTube or Vimeo) or select from media library (videos)
  - **Caption**
    - Text field - Plain

Generated by CMS

- “Load More”/“View Fewer” button buttons
- Video play/pause button
The Listing component is a collection of one or more content blocks called Listing Items, nested under a common heading and description.

- **Heading ★**
  - Text Field - Plain
- **Description**
  - Text Area - Plain
- **Listing Item [unlimited] ★**
  - Eyebrow
    - Title ★
      - Text Field - Plain
  - Subtitle
  - Description ★
    - Text Area - Simple HTML
  - Links [unlimited]
    - Title and URL
  - Image
    - Select from media library (images)
  - Video
    - Remote Video Embed (YouTube or Vimeo) or select from media library (videos)

**Generated by the CMS**
- Video play/pause icon

**Features**
- On click, video plays in lightbox
- Clicking the overlay, close button or pressing ESC stops the video and closes the modal
The News component shows the most recent 4 stories matching the filter(s) selected (and, not or).

- Stories are sorted chronologically by date (most recent first)
- If no filters are selected the button will display as “See All News” and will link to the full GC News Listing
- If one or more filters are selected, button will display as “More News Like This” and will link to prefiltered news listing matching the filters selected
- If no stories match the filters selected, the component will not display.

### Fields Available

- **Eyebrow**
  - Text Field - Plain
- **Heading**
  - Text field - Plain
- **Filters: Category, Program, Department, Topic**
  - Taxonomy Select - News Category [max 1]
  - Node Select - Department [max 1]
  - Node Select - Program [max 1]
  - Taxonomy Select - News Topic [max 1]
The Profiles component shows a grid of all profiles matching the filter(s) selected (and, not or)

- Profiles are sorted alphabetically (A-Z) by last name
- At least one type, topic, department or program must be selected for the component to display.
- Displays all titles, multiple titles stack

**Fields Available**

- **Eyebrow**
  - Text Field - Plain

- **Heading★**
  - Text Field - Plain

- **Filters:** Profile Type, Topic, Department, Program
  - Taxonomy Select - Profile Type [max 1]
  - Taxonomy Select - People Topic [max 1]
  - Node Select - Department [max 1]
  - Node Select - Program [max 1]

**Pulling from Profile**

- **Image**
- **Name (First, Last)**
  - Links to full profile
- **Title(s) - Job Title, Department**
  - stacked if more than one set

*Design visual here is not correct*
The Testimonial component displays a message or quote with attributed source and an optional image or video.

**Fields Available**

- **Heading ★**
  - Text Field - Plain
- **Quote ★**
  - Text Area - Plain
- **Name ★**
  - Text Field - Plain
- **Title**
  - Text Field - Plain
- **Subtitle**
  - Text Field - Plain
- **Link**
  - Title and URL
- **Image**
  - Select from media library (images)
- **Video**
  - Remote Video Embed (YouTube or Vimeo)
  - or select from media library (videos)

**Generated by the CMS**

- Video play/pause icon

**Features**

- On click, video plays in lightbox
- Clicking the overlay, close button or pressing ESC stops the video and closes the modal
LEFT NAVIGATION
**Used on:**
*General Page*

**Configurable Rules**

**Max Depth:**
- 2 levels of depth below the section head (total depth is 3 levels)

**Show section head:**
- Yes, Linked

The “Dynamic Starting Level” Left navigation changes the starting level of the section heading and navigation items (elements beneath the section heading) of the left navigation based on the level of the current page you are on.

For example if the page you are on is **Level 3:**
- The section heading will be: **Level 2**
- The navigation items displayed will be at: **Level 3**

With this navigation style you will be able to see the current page's:
- Parent
- Children
- Siblings
- Nephews/Nieces

**Note:** Level 0 is assumed to be the Homepage

See following pages for an example flow and explanation of depth
On Level 2 Page

- Level 1 (Parent)
- Level 2 (Active)
- Level 3 (Child)
  - Level 3 (Child)
  - Level 3 (Child)
  - Level 3 (Child)
  - Level 3 (Child)
  - Level 3 (Child)
  - Level 3 (Child)
  - Level 2 (Sibling)
  - Level 2 (Sibling)
  - Level 2 (Sibling)
  - Level 2 (Sibling)
  - Level 2 (Sibling)

Section Head Level: 1  
Starting Level: 2

On Level 3 Page

- Level 2 Parent (Section Heading)
- Level 3 (Sibling)
- Level 3 (Active)
  - Level 4 (Child)
  - Level 4 (Child)
  - Level 3 (Sibling)
  - Level 3 (Sibling)

Section Head Level: 2  
Starting Level: 3

*Arrows represent what the user clicked to get to the next state*
CHILD PAGE
NAVIGATION
(Program & Department)
Program Detail Child Page Navigation

Overview
On Program Detail, this navigation displays to show all child pages and grandchild pages of the Program Detail page. All of the child & grandchild pages will be General Pages, and will take the General Page left navigation.

Level Rules
- Section Heading Level: Program or Department Detail Page
- Navigation Items Starting Level: L3
- Maximum Depth: Two Levels

Navigation
- Section Heading
  - Displays the title (unlinked) of the currently active program.
- Navigation Items
  - Displays the title (linked) of all child pages of the active section.
  - Display an "expand/collapse" button on each child page item that has child pages.
    - On click show the child pages of the selected item.
  - Display all child pages of the active page

Generated by CMS
- More in [Page Name]
- Populates with links to all child pages (pages directly below the current page) and grandchild pages (pages directly below the child pages)

Features
- If no child pages, this section would not appear
**Department Detail Child Page Navigation**

**Overview**
On Department Detail, this navigation displays to show all child pages and grandchild pages of the Department Detail page. All of the child & grandchild pages will be General Pages, and will take the General Page left navigation.

**Level Rules**
- Section Heading Level: Program or Department Detail Page
- Navigation Items Starting Level: L2
- Maximum Depth: Two Levels

**Navigation**
- Section Heading
  - Displays the title (unlinked) of the currently active department section.
- Navigation Items
  - Display the title (linked) of all child pages of the active section.
  - Display an “expand/collapse” button on each child page item that has child pages.
  - On click show the child pages of the selected item.
  - Display all child pages of the active page

**Generated by CMS**
- More in [Page Name]
- Populates with links to all child pages (pages directly below the current page) and grandchild pages (pages directly below the child pages)

**Features**
- If no child pages, this section would not appear