OPeNDAP instructions for Drupal 8

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Adding a Software Package

A sofware package (i.e. "Hyrax" or "HDF5 Handler") is different from a software release (i.e. Hyrax 1.13.2 or ODC 1.3).

1. Go to the Drupal administrative pages in your web browser at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Click the "Add New Content" button
4. Choose "**Basic** Page"
5. Enter the package name in the "title" field
6. Provide an overview of this software package in the "body" section of the form. (If you need to use standard icons or logo, you MUST switch to "source" mode and enter the code provided in the correct place in the markup.)
7. Click the "Edit summary" link just above the body area. Enter a very brief (just a couple of sentences) summary of the information in the "body" section in the summary.
8. Click the "URL Path Settings" to set the URL. URLs for software packages should be /software/[package name]
9. Click the "Menu Settings" link for menu options
10. Check the "Provide a menu link" checkbox
11. Correct the name for the menus – this may need to be shortened
12. If the menu name needed to be shortened, add a description to provide more information
13. Select the parent item for this menu item (should be software)
14. Set the rank for this item. Higher numbers are further down the menu
15. Click "save and publish"

Editing a Software Package

1. Go to the Drupal administrative pages at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Find the page you want to edit
4. Click the "Edit" button
5. Make changes as necessary
6. **Be absolutely sure to check the bottom of the "body" area in the form. Drupal seems to like to put arbitrary bits of content there when editing!**
7. Click "save and keep published"

Adding a Software Release

A sofware package (i.e. "Hyrax" or "HDF5 Handler") is different from a software release (i.e. Hyrax 1.13.2 or ODC 1.3).

1. Use an FTP client to upload the appropriate binaries, source distributions, etc. to the correct location in the /httpdocs/pub/ directory tree on the server.
2. Go to the Drupal administrative pages in your web browser at http://www.opendap.org/user/ and log in
3. Click the "Content" tab at the top (or left) of your screen
4. Click the "Add New Content" button
5. Choose "Article"
6. Enter the package name and release in the "title" field
7. Provide an overview of this release in the "body" section of the form. (If you need to use standard icons or logo, you MUST switch to "source" mode and enter the code provided in the correct place in the markup.) Use relative paths to the source and binaries (i.e. /pub/...)
8. Click the "Edit summary" link just above the body area. Enter a very brief (just a couple of sentences) summary of the information in the "body" section in the summary.
9. Click the "URL Path Settings" to set the URL. URLs for software releases should be /software/[package name]/[release number]
10. Click the "Menu Settings" link for menu options
11. Check the "Provide a menu link" checkbox
12. Correct the name for the menus to just the release number or the package name and release number
13. If the menu name needed to be shortened, add a description to provide more information
14. Select the parent item for this menu item (should be software/[package name])
15. Set the rank for this item. Higher numbers are further down the menu.
16. Click "save and publish"

Editing a Software Release

1. Go to the Drupal administrative pages at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Find the article you want to edit
4. Click the "Edit" button
5. Make changes as necessary
6. **Be absolutely sure to check the bottom of the "body" area in the form. Drupal seems to**

like to put arbitrary bits of content there when editing!
7. Click "save and keep published"

Adding a Paper, Presentation, or Workshop

1. Use an FTP client to upload the appropriate .pdfs, ppts, etc. to the correct location in the /httpdocs/pdf/ directory tree on the server.
2. Go to the Drupal administrative pages in your web browser at http://www.opendap.org/user/ and log in
3. Click the "Content" tab at the top (or left) of your screen
4. Click the "Add New Content" button
5. Choose "Presentation"
6. Enter the workshop or event name, paper title, or presentation title in the "title" field
7. Provide an overview of this paper, workshop, or presentation in the "body" section of the form. (If you need to use standard icons or logo, you MUST switch to "source" mode and enter the code provided in the correct place in the markup.) Use relative paths to the presentation or paper files (i.e. /pdf/...)
8. Click the "Edit summary" link just above the body area. Enter a very brief (just a couple of sentences) summary of the information in the "body" section in the summary.
9. Click the "URL Path Settings" to set the URL. URLs for papers, presentations, and workshops should be /about/workshops-and-presentations/[UTF Start Date *or* shortened name]
10. Click the "Menu Settings" link for menu options
11. Check the "Provide a menu link" checkbox
12. Select the parent item for this menu item (should be about/workshops and presentations – we need to do this to keep the menu open when people are navigating the site and to provide the breadcrumb links)
13. Click "save and publish"
14. Click the "Structure" tab at the top (or maybe left) of the screen
15. Select "Menus"
16. Find "Main navigation" and click "Edit Menu" to the right.
17. Find the workshop, presentation, or paper you just posted and click "Edit" to the right
18. Uncheck "enabled" (we need to do this so there are not hundreds of links to these items in the navigation...)
19. Click "Save."

Editing a Paper, Presentation, or Workshop

1. Go to the Drupal administrative pages at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Find the presentation you want to edit
4. Click the "Edit" button
5. Make changes as necessary
6. **Be absolutely sure to check the bottom of the "body" area in the form. Drupal seems to like to put arbitrary bits of content there when editing!**
7. Click "save and keep published"

Adding a Frequently Asked Question

1. Go to the Drupal administrative pages in your web browser at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Click the "Add New Content" button
4. Choose "FAQ"
5. Enter a short version of the question in the "title" field
6. Provide a more detailed question in the "Detailed Question" field
7. Provide a quality answer in the "Body" section of the form. (If you need to use standard icons or logo, you MUST switch to "source" mode and enter the code provided in the correct place in the markup.)
8. Click the "Edit summary" link just above the body area. Enter a very brief (just a couple of sentences) summary of the **question** section in the summary.
9. Enter the category for the question by starting to type a category name, suggested values for valid FAQ Categories will be suggested. You **MUST** select a valid category from the list presented by clicking on the category name.
10. Click the "URL Path Settings" to set the URL. URLs for FAQs should be /support/faq/[category name]/[shortened question *or* subject]
11. Click the "Menu Settings" link for menu options
12. Check the "Provide a menu link" checkbox
13. Select the parent item for this menu item (should be support/faq/[category] – we need to do this to keep the menu open when people are navigating the site and to provide the breadcrumb links)
14. Click "save and publish"
15. Click the "Structure" tab at the top (or maybe left) of the screen
16. Select "Menus"
17. Find "Main navigation" and click "Edit Menu" to the right.
18. Find the FAQ you just posted and click "Edit" to the right
19. Uncheck "enabled" (we need to do this so there are not hundreds of links to these items in the navigation...)
20. Click "Save."

Editing a Frequently Asked Question

1. Go to the Drupal administrative pages at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Find the FAQ you want to edit
4. Click the "Edit" button
5. Make changes as necessary
6. **Be absolutely sure to check the bottom of the "detailed question" and "body" areas in the form. Drupal seems to like to put arbitrary bits of content there when editing!**
7. Click "save and keep published"

Adding a Security Notice

1. Go to the Drupal administrative pages in your web browser at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Click the "Add New Content" button
4. Choose "Security"
5. Enter a name or title for the security message in the "title" field
6. Provide details about this security issue or notice in the "body" section of the form. (If you need to use standard icons or logo, you MUST switch to "source" mode and enter the code provided in the correct place in the markup.)
7. Click the "Edit summary" link just above the body area. Enter a very brief (just a couple of sentences) summary of the information from the "body" section in the summary.
8. Click the "URL Path Settings" to set the URL. URLs for security notices should be /support/security-messages/[UTF Start Date *or* shortened name]
9. Click the "Menu Settings" link for menu options
10. Check the "Provide a menu link" checkbox
11. Select the parent item for this menu item (should be support/security messages – we need to do this to keep the menu open when people are navigating the site and to provide the breadcrumb links)
12. Click "save and publish"
13. Click the "Structure" tab at the top (or maybe left) of the screen
14. Select "Menus"
15. Find "Main navigation" and click "Edit Menu" to the right.
16. Find the security notice you just posted and click "Edit" to the right
17. Uncheck "enabled" (we need to do this so there are not hundreds of links to these items in the navigation...)
18. Click "Save."

Editing a Security Notice

1. Go to the Drupal administrative pages at http://www.opendap.org/user/ and log in
2. Click the "Content" tab at the top (or left) of your screen
3. Find the security notice you want to edit
4. Click the "Edit" button
5. Make changes as necessary
6. **Be absolutely sure to check the bottom of the "body" area in the form. Drupal seems to like to put arbitrary bits of content there when editing!**
7. Click "save and keep published"