Instruction Sheet for Drupal
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http://spoken-tutorial.org

1 The procedure to practise

1. You have been given a set of spoken tutorials and files.

2. You will typically do one tutorial at a time.

3. You may listen to a spoken tutorial and practise by reproducing all the steps shown in the video side-by-side.

4. If you find it difficult to do the above, you may consider listening to the whole tutorial once and then practise during the second hearing.

2 Drupal

1. Locate and open the folder called spoken in your computer (or ask your coordinator/instructor).

2. Right-click and open the file index.html using Firefox/Chrome browser. Do not open with Internet Explorer. IE may not render Spoken Tutorials properly.

3. If any of the following steps does not work, please check the browser you are using. If you are using IE, please close it and reopen with Firefox/Chrome.

4. The **Side-by-Side Method** video appears by default. This explains an easy self-learning methodology. Listen to this tutorial first. You shall follow this method to learn Drupal using Spoken Tutorials.

5. At the top of the screen, click on **Select Foss Category** drop-down and choose **Drupal**.

6. Click on **Select Language** drop-down and choose the language in which you wish to learn, from the available languages.

7. Click on the **Submit** button.

8. You will see a list of tutorials based on your selection.

9. Start with the first tutorial in the displayed list.

3 First tutorial: Overview of Drupal

1. Locate the tutorial **Overview of Drupal**.

2. This tutorial explains **Drupal** and the overview of this tutorial series.

3. If you wish to view subtitle text for the spoken content, follow the instructions given in README.txt in the spoken folder.

4. Click on the player and view the tutorial.

5. Once this tutorial is complete, click on the next tutorial **Installation of Drupal** in the playlist window.

4 Second tutorial: Installation of Drupal

1. Locate the tutorial **Installation of Drupal**.

2. This tutorial explains how to install **Drupal 8** on **Windows OS** and **Ubuntu Linux OS** using **Bitnami Drupal Stack**.

3. Your system administrator would have already installed **Bitnami Drupal** in your computer.

4. To practise using the **side-by-side method**, adjust the size of the web browser containing the tutorial to the left half of your screen. On the right half open and fit the **file browser/explorer**.

5. If you are a Linux user, skip to time 6:51 in the video and follow the instructions from there. At 7:09 the tutorial asks you to open the folder drupal-8.1.3-0. If your system contains a newer version of Drupal, the folder name

will have a higher number. Open this folder instead.

6. Windows users may jump to time 7:27 in the video and learn how to open the **Bitnami Drupal Manager Tool**.

7. Follow the instructions to **Start the Servers**.

8. When you click on **Go to Application** at 8:33, a new window with the title **Bitnami Drupal Stack** will open. If instead it opens in a new tab, click and drag it outside to create a new window.

9. Resize the above mentioned **Bitnami Drupal Stack** window, and fit it on the right half of the computer screen, to follow the side-by-side method.

10. Click on **Access Drupal** to open the main page of your Drupal website.

11. Continue to practise the tutorial till time 9:00. Here, provide the **Username** as admin, and the **Password** as drupal8gr8 (please consult your coordinator/instructor if it is different).

12. Continue and complete the tutorial.

5 Third tutorial: Content Management in Admin Interface

1. If the web servers are not running or if you have not already logged in, use the instructions in steps 5 to 11 in Section 4 to

   (a) start the servers and access the Drupal main page, and

   (b) login as admin.

   You will have check for the above whenever you wish to work with your drupal site afresh. Computer shutdown, browser clear cache, etc., will also stop the servers and log you out. Otherwise, you can simply continue from the previous tutorial.

2. Scroll down below the current tutorial and locate the **Code files** section. Click and download the file (ZIP archive). It contains the file logo.png, which is needed for this tutorial. You may copy it into a folder of yours and use it, as suggested by the tutorial.

3. After completing this tutorial, complete the problems in the **Assignment** section provided, to reinforce your learning.

6 Changes in Drupal 8.4.4

6.1 Fourth tutorial: Configuration Management in Admin Interface

1. At 2.39 min in the video, to change the site name click on **Site information** or **Basic Site Settings**. The option name will differ based on your Drupal version.

6.2 Tenth tutorial: Managing Content

1. At 1.07 min in the video, you can see the **Create New revision** checkbox. But in the new versions of Drupal, to see the option, first publish the event, then edit.

6.3 Eighteenth tutorial: Modifying the Page Layout

1. At 7.57 min in the video, click on the dropdown and choose **None** or click on **Configure** dropdown and choose **Disable**.

6.4 Twentieth tutorial: Styling a Page using Themes

1. At 5.45 min in the video, you can see the **TOGGLE DISPLAY** or **PAGE ELEMENT DISPLAY**. The label name will differ based on your Drupal version.

7 Subsequent tutorials

Complete all Drupal tutorials following the method mentioned in the Section 5. In particular, do the fol-

lowing for every tutorial:

1. start the server, if the server is not running
2. log in as admin, if not logged in
3. download, copy and use code files
4. do the assignments

8   Improving your English

1. It is possible that you are not well versed with the English language. If so, you may choose one of the many other languages in which we have dubbed these tutorials.

2. In case you have learnt using a language other than English, please repeat all the tutorials in English. This will also improve your English language skills.

3. Please let us know in case you would like to dub these tutorials in any other language not currently available.