

# Add an Alumni Event to the homepage

OUTDATED



How to remove an out dated event and add a new upcoming one.

Go to the Drupal admin page and click add Content

## Alumni Pulse

Used for adding new Alumni Pulse items on homepage

## Article

Use *articles* for time-sensitive content like news, press releases or blog posts.

## Basic page

Use *basic pages* for your static content, such as an 'About us' page.

## celebrate block

Add a block in the celebrate section

## Events

Add an event to the "Find Alumni Events & Groups" section on the front page.

## Featured Article

Add items to featured article carousel

## Feed

Subscribe to RSS or Atom feeds. Creates nodes of the content type "Feed item" from feed content.

## Feed item

This content type is being used for automatically aggregated content from feeds.

## Homepage Hero Slider

Add image to homepage hero slider

## Panel

A panel layout broken up into rows and columns.

## Static Content Section

Select "Events"

[Add content](#) / Create Events

## (Meta)Description

Make your online reservations now through January 13.

Enter a description. Limit your description to about 20 words, with a maximum of 255 characters. It should not contain any HTML tags or other formatting.

## (Meta)Title

Cornell Alumni Leadership Conference

Custom title.

## Title \*

Cornell Alumni Leadership Conference

## Event Image

[Browse](#)

(Meta)Canonical URL

Enter the data in the appropriate fields and then "Browse" to your event image.

## Media browser

Upload

Library

My files

## Upload a new file \*

CALC-graphic-alumni-events.jpg

Remove

Files must be less than 2 MB.  
Allowed file types: png gif jpg jpeg.

Next

Browse to and upload the image you want

Add "Alt Text" and save

Add the event date(s) and time(s) or check all day

Enter the location of the event, a short description and finally the "Read More" url

Remember to click the save button

Menu settings

Not in menu

URI path settings

Automatic alias

Revision information

No revision

Comment settings

Open

Authoring information

By djm6

Publishing options

Published, Promoted to front page

☐ Provide a menu link

SavePreview

Open Graph meta tags (e.g. for Facebook sharing)

The alumni events section only shows 3 events at a time in chronological order. To make your event show you will need to "unpublish" the outdated site.

Administration / Content

ContentCommentsFiles

Add content

Show only items where

statusany

typeany

any

Alumni Pulse

Article

Basic page

Events

Featured Article

Feed

Feed item

Homepage Hero Slider

Panel

Static Content Section

celebrate block

Update options

Publish selected content

To do this, on the find content screen:

- Select "Events" from the dropdown
- Click the "Filter button"

Show only items where

where type is Events

and where

statusany

RefineUndoReset

Update options

Publish selected content

Unpublish selected content

Promote selected content to front page

Demote selected content from front page

Make selected content sticky

Delete selected content

Update URI alias

Count It In: Your FY16 Gift

The Frozen Apple: Cornell vs. New Hampshire

Homecoming 2016

Entrepreneurship at Cornell Celebration '16

International Spirit of Zinck's Night

Cornell Alumni Leadership Conference

CSV17: Impact through Innovation

Trustee-Council Annual Meeting 2016

Update

Type

Author

Status

Updated

Operations

Events

chat

not published

06/17/2016 - 11:03

edit

delete

Events

djm6

not published

07/13/2016 - 11:29

edit

delete

Events

djm6

published

09/30/2016 - 08:38

edit

delete

Events

tdnvl

not published

09/30/2016 - 09:36

edit

delete

Events

chat

not published

10/11/2016 - 13:31

edit

delete

Events

djm6

not published

11/03/2016 - 08:31

edit

delete

Events

djm6

published

11/03/2016 - 08:32

edit

delete

Events

djm6

published

11/03/2016 - 08:40

edit

delete

Events

tdnvl

published

11/03/2016 - 08:41

edit

delete

The list below changes to show only the "Events"

Your new event automatically goes in as published, but now you need to "UN-publish" the outdated event to allow your new event to show.

- Check the checkbox next to the outdated event
- Select "Unpublish" selected content" from the dropdown
- Click the "Update" button