

Drupal - Intermediate: Flex Intermediate A - Columns, Gallery and more

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Tags: [College Website](#)

Flexible Content Items

In our [first article about Flexible Content Items](#), we discussed a general overview of what Flexible Content Items are, how to use them and where to find them.

In this article we discuss how to create the following Flexible Content Items:

- WYSIWYG (Video)
- Columns
- Image Gallery
- Image List

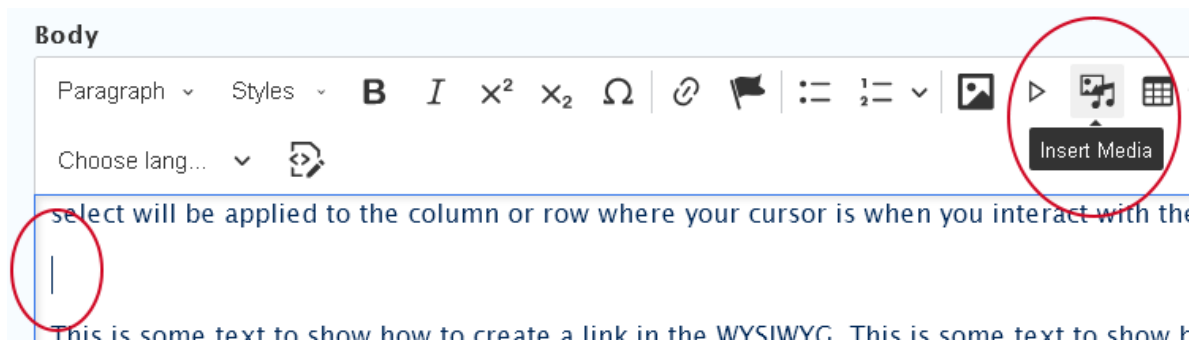
Embed a Video (YouTube or Vimeo)

This feature is limited to only YouTube or Vimeo videos.

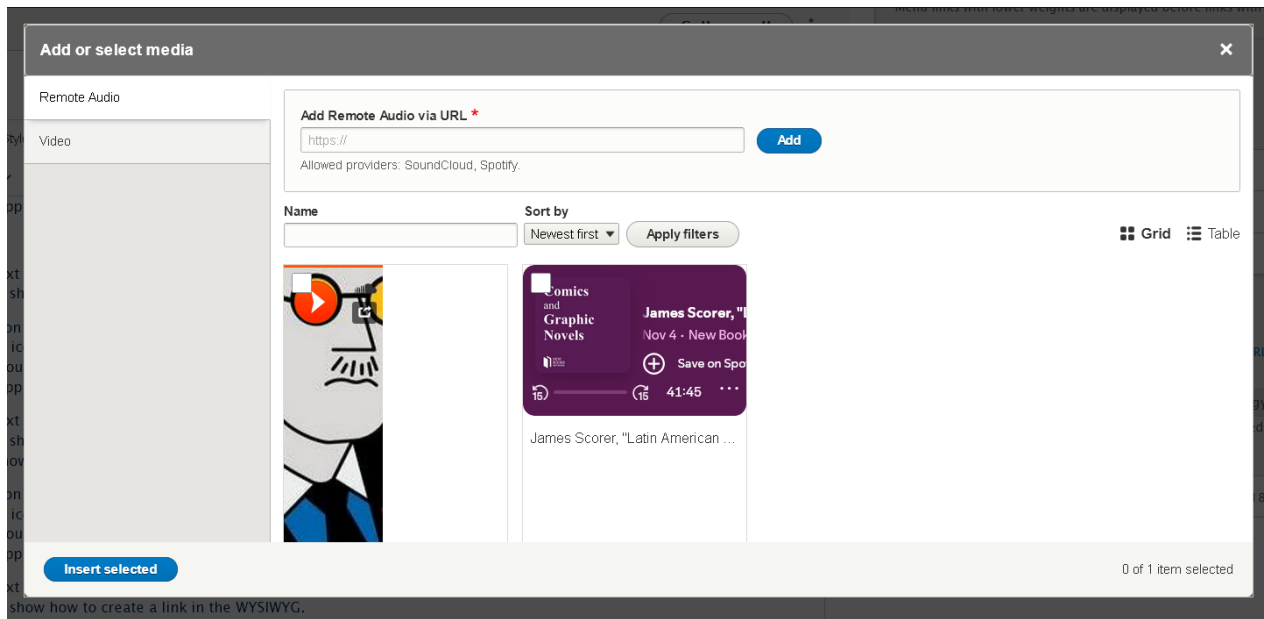
If you wish to embed a Panopto video, please see our [Embed Other Content Items](#) instructions.

To embed a video in the WYSIWYG via the Insert Media button, you would place your cursor where you want the video to appear and then click the Insert Media icon in the toolbar.

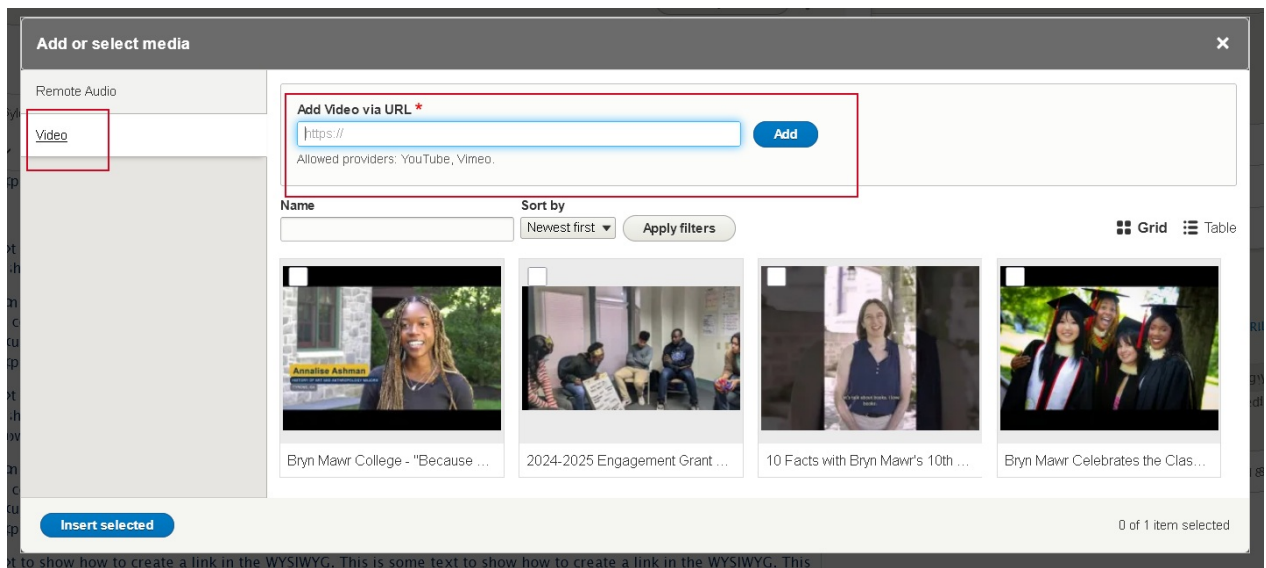
1. Place cursor on a new line where you want your video to appear
2. Press the Insert Media button in the toolbar



3. The Media Library modal window will open. The default is that the Remote Audio tab is selected upon opening the modal window.



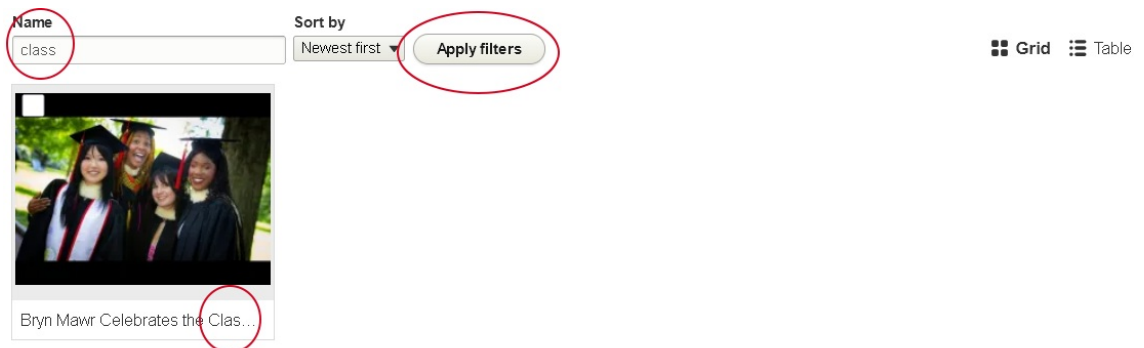
4. First select the **Vertical Tab** on the left for the type of media you are inserting. In this case it will be the "Video" tab



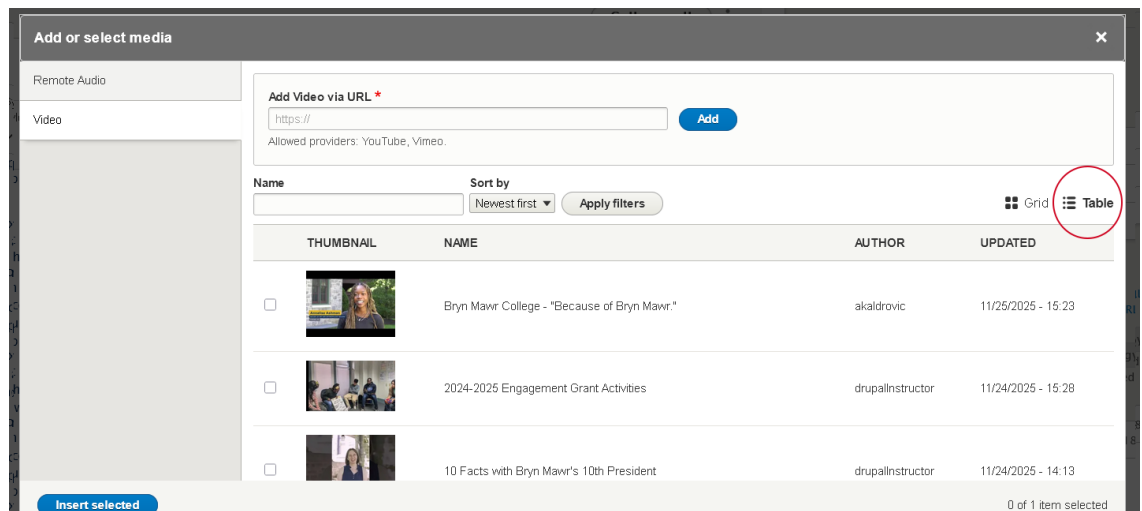
5. You can now choose to *Use an existing video* or *Add a new one to the library*

1. Find an Existing Video in the library

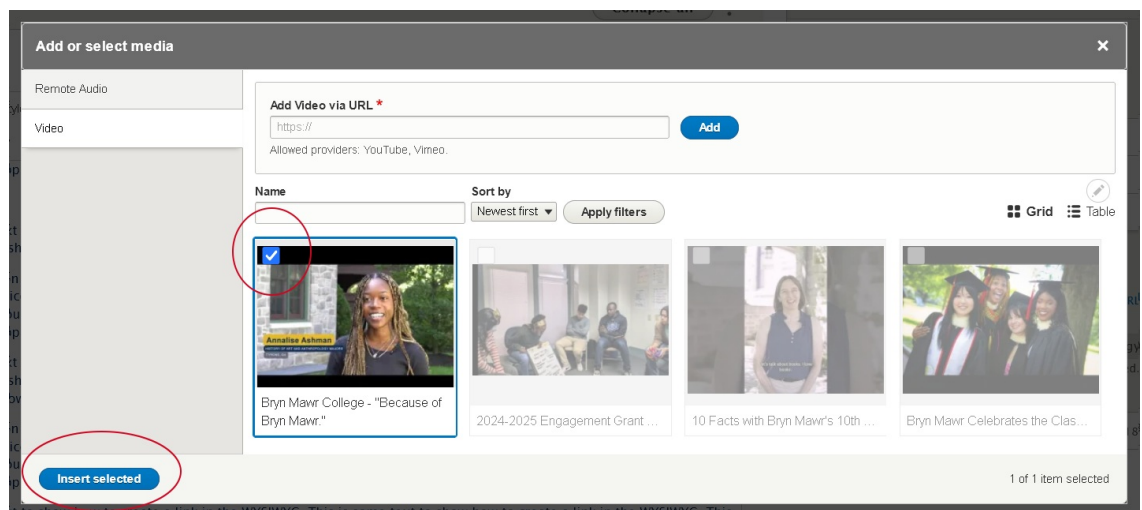
- Using the Name filter, type a word you think the Name contains and press "Apply filters". This example will yield all the videos whose name contains "class", for instance. To clear the Name filter, simply delete the phrase you entered and then press "Apply filters" again.



- You can also use the "Table" view by clicking the icon to the right of the filters, incase the Grid view isn't as helpful

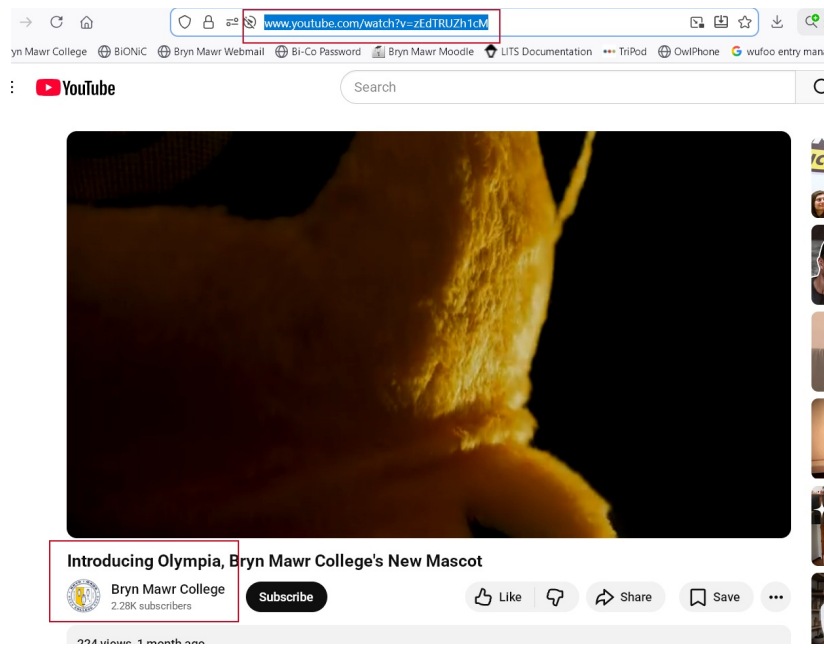


3. depending on the view (Grid or Table), click on the video or check the box next to the video you wish to insert
4. press the "Insert selected" button at the bottom of the modal window

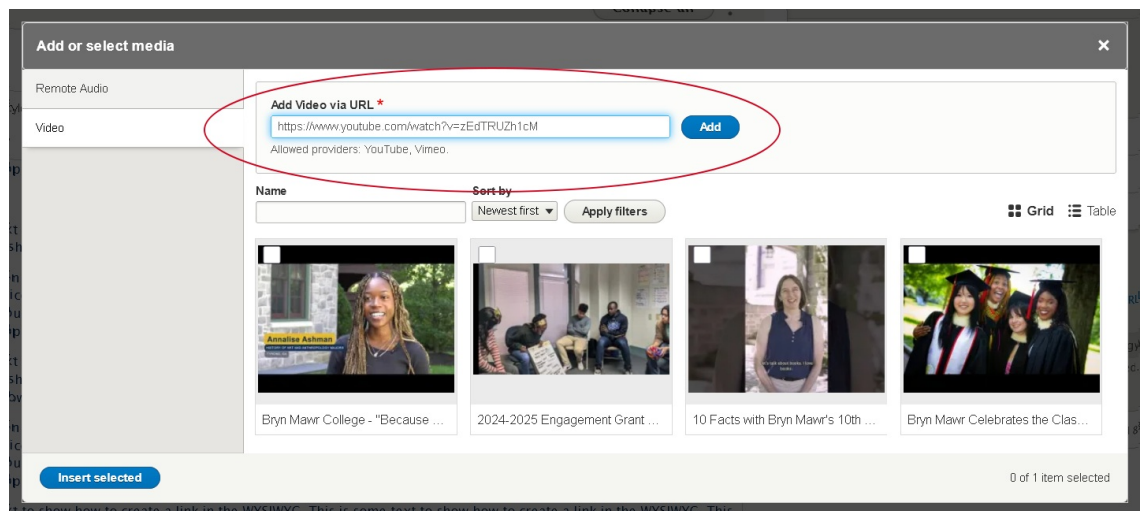


2. Add a New Video to the library

1. visit your video on the web. for example, we are going to the Bryn Mawr College YouTube channel and selecting a video to view.
2. once there, you can simply copy the URL from the browser address bar

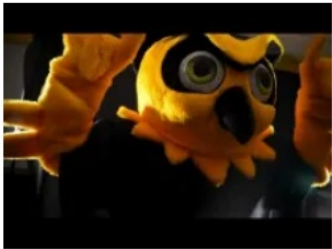


- then, simply paste that URL into the "Add Video via URL" field and click the blue "Add" button



- this will take you to a different modal window that lets you edit the Name field of the Video. This field is how you will find the video later in the library.
- once you are satisfied you can click the "Save" button

Add or select media



Name *

Introducing Olympia, Bryn Mawr College's New Mascot

Save

0 of 1 item selected

- this takes you back to the library modal, where you can see that the video has a check mark on it. This means it is already selected.
- If you are happy that is the video you wish to select, press the "Insert selected" button

Add or select media

Remote Audio

Video

Add Video via URL *

https://

Add

Allowed providers: YouTube, Vimeo.

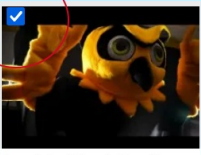
Name

Sort by


Newest first

Apply filters

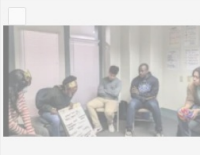
☒



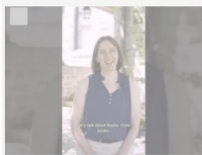
Introducing Olympia, Bryn Mawr College's New Mascot



Bryn Mawr College - "Because ..."



2024-2025 Engagement Grant ...



10 Facts with Bryn Mawr's 10th ...

Insert selected

1 of 1 item selected


- Once you are back in the editor, you will see that the video seems small.

Body

Choose ... ▾ Styles ▾ **B** *I* x^2 x_2 Ω |

Choose lang... ▾

select will be applied to the column or row where your cursor

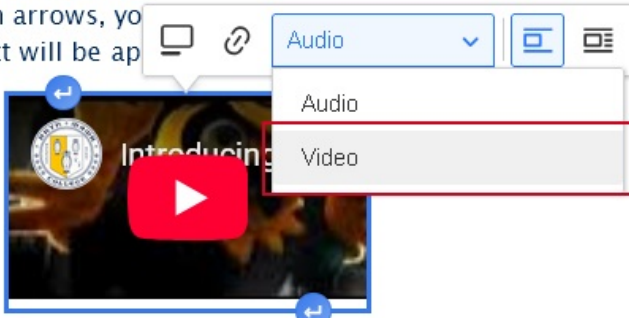


This is some text to show how to create a link in the WYSIWYG
is some text to show how to create a link in the WYSIWYG.

you can click once on the video to make the Video Dialog appear to adjust how it should appear.

1. select the "Video" view mode. This will ensure it displays properly on the page

Dialog has four icons. From left to right, they are as follows: Column
down arrows, you
select will be ap



This is some text to show how to create a link in the WYSIWYG. This

2. you can also choose to float the video to the right or the left, which will then have the text on the page wrap around it.

With the up and down arrows, you can add or delete rows or columns, assign headers to rows or columns, merge or unmerge cells. If you select a cell with a down arrow, the select will be applied to the entire column. If you select a cell with a right arrow, the select will be applied to the entire row.

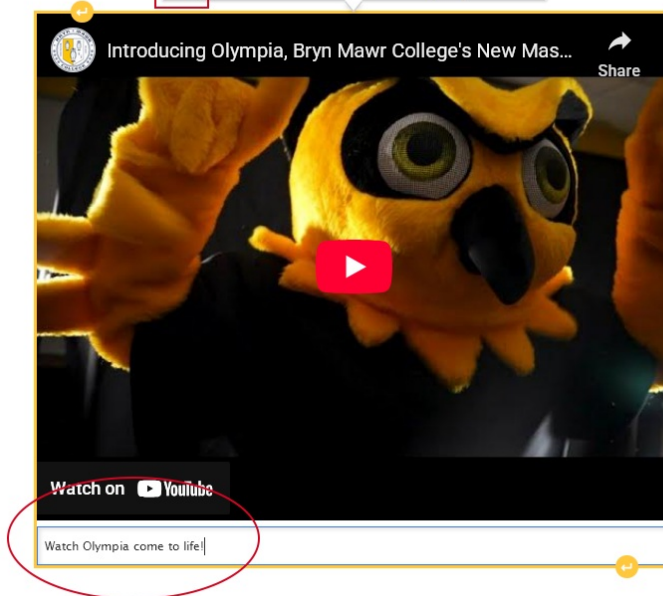


WYSIWYG. This is some text to show how to create a link in the WYSIWYG.

When you click on the last cell in the last row and column, an empty table will appear with a 1x1 grid.

3. you can also choose to add a caption to the video

The video player has four icons. From left to right, they are as follows: Column, Row, Merge Cells, and Toggle Caption. If you click on the Column icon, the video player will be applied to the entire column. If you click on the Row icon, the video player will be applied to the entire row. If you click on the Merge Cells icon, the video player will be applied to the merged cells. If you click on the Toggle Caption icon, the video player will be applied to the caption.



Once you click on the last cell in the last row and column, an empty table will appear with a 1x1 grid.

7. Similarly to an Image, you can use the "Insert Paragraph" before and after buttons that you see if you hover on the video in order to add content before or after the video

Embed an Audio (Spotify or SoundCloud)

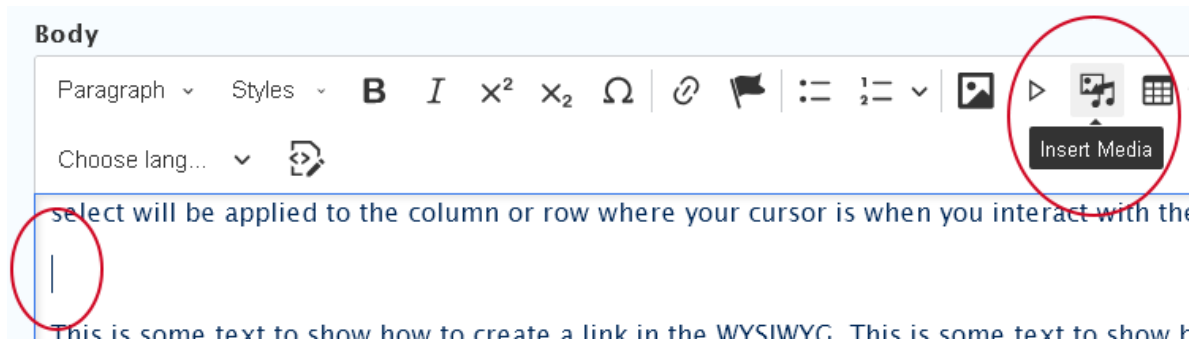


This feature is limited to only Spotify or SoundCloud audio tracks.

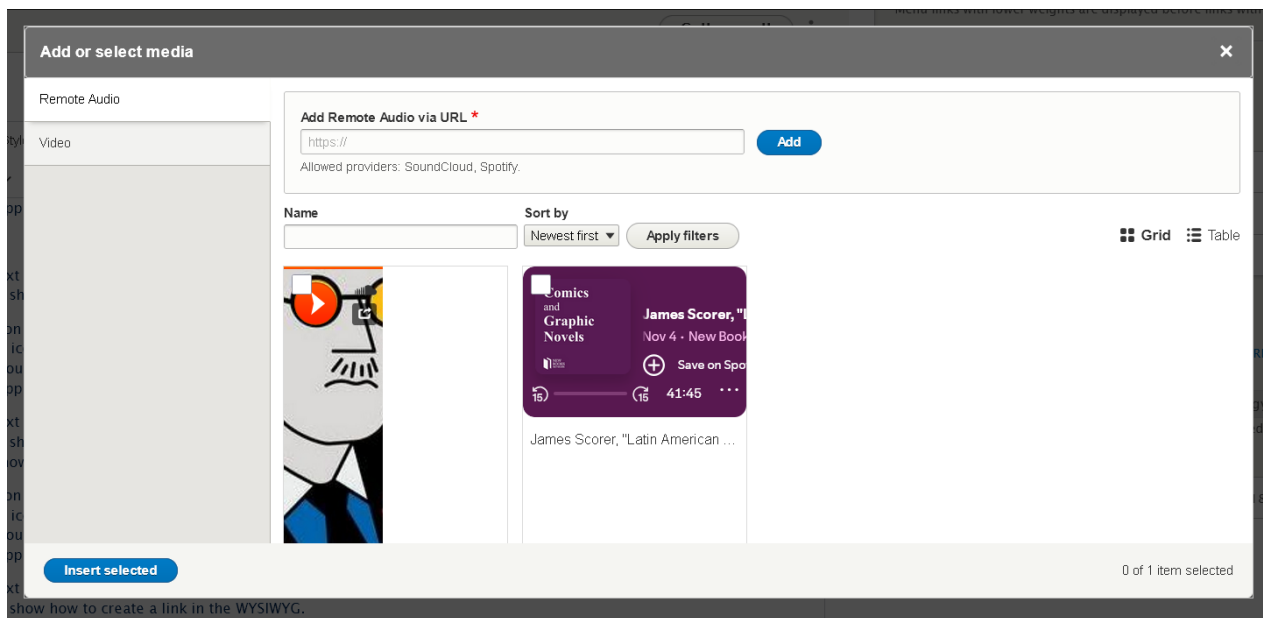
What if my audio track, podcast or playlist can't also be found in Spotify or SoundCloud? please see our [Embed Other Content Items](#) instructions.

To embed an audio in the WYSIWYG via the Insert Media button, you would place your cursor where you want the audio to appear and then click the Insert Media icon in the toolbar.

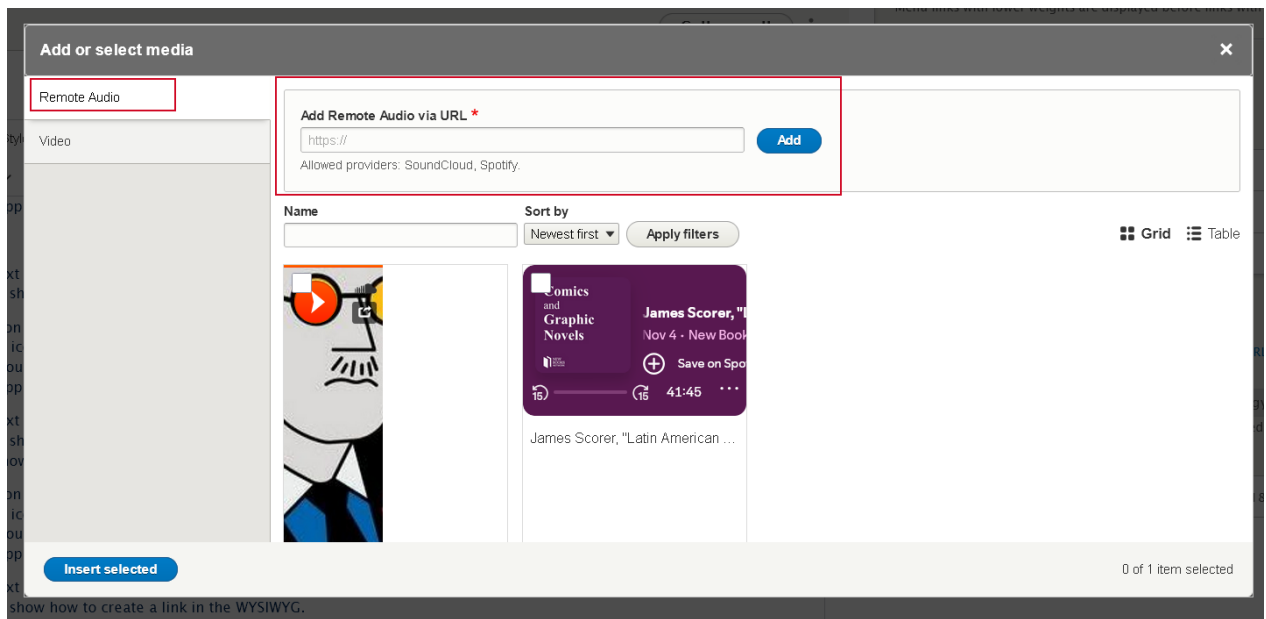
1. Place cursor on a new line where you want your audio to appear
2. Press the Insert Media button in the toolbar



3. The Media Library modal window will open.



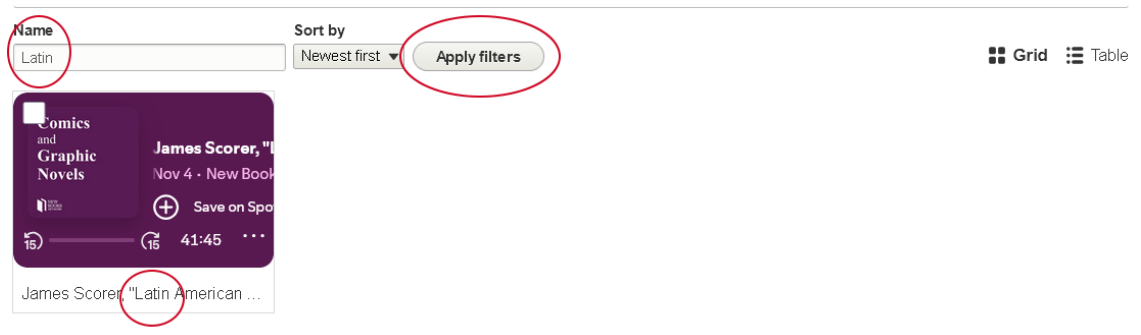
4. First select the Vertical Tab on the left for the type of media you are inserting. In this case it will be the "Audio" tab



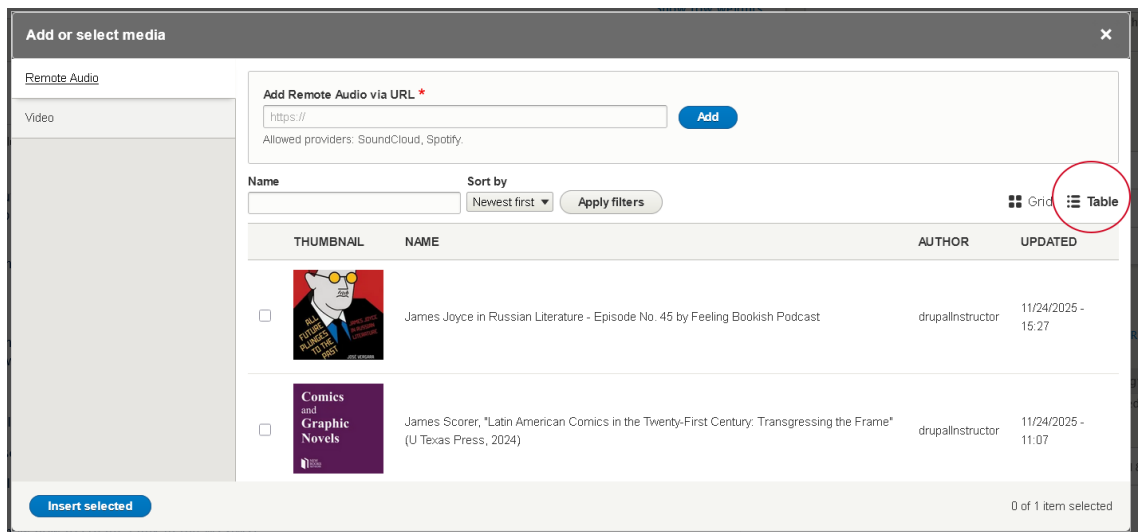
5. You can now choose to *Use an existing audio* or *Add a new one to the library*

1. Find an Existing Audio in the library

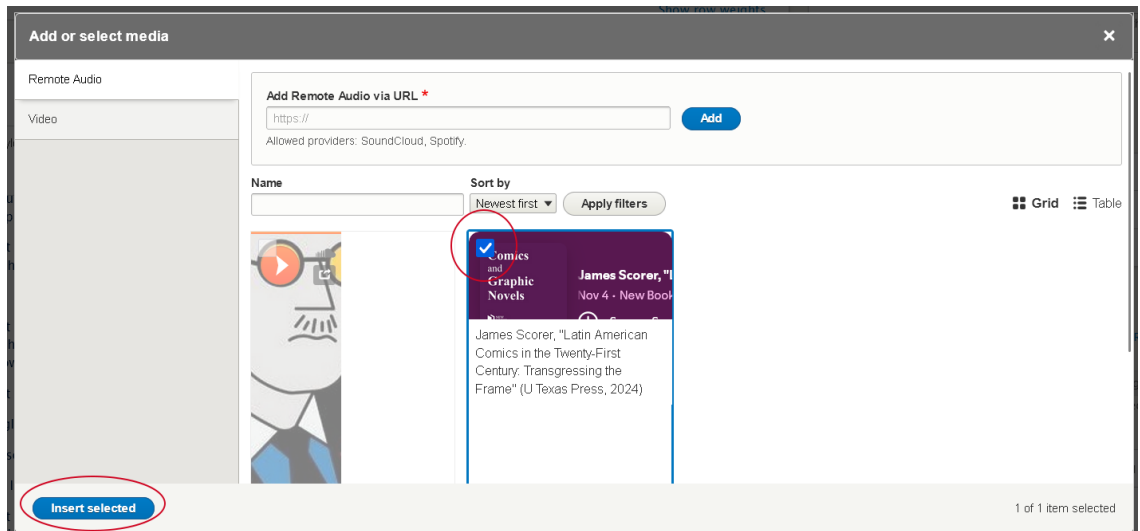
1. Using the Name filter, type what you think it is called and press "Apply filters"



2. You can also use the "Table" view by clicking the icon to the right of the filters, incase the Grid view isn't as helpful

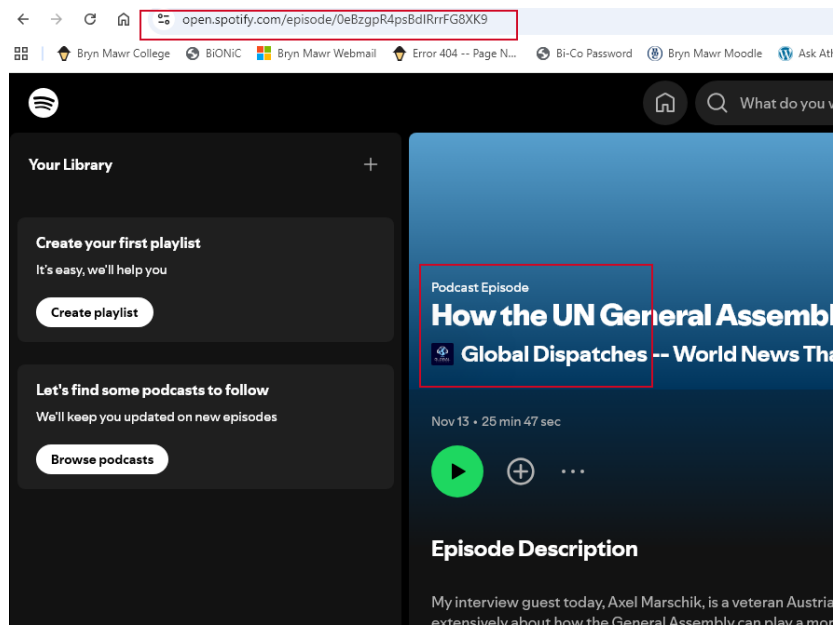


3. depending on the view (Grid or Table), click on the audio or check the box next to the audio you wish to insert
4. press the "Insert selected" button at the bottom of the modal window

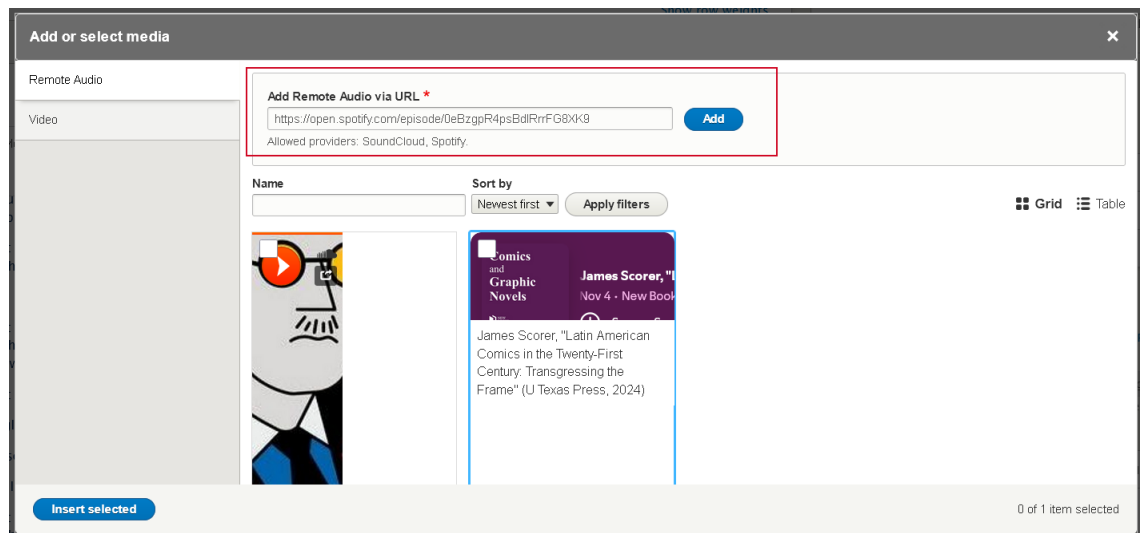


2. Add a New Audio to the library

1. visit your video on the web. for example, we are going to the Global Dispatches podcast on Spotify and selecting a track to use.
2. once there, you can simply copy the URL from the browser address bar




- then, simply paste that URL into the "Add Remote Audio via URL" field and click the blue "Add" button



- this will take you to a different modal window that lets you edit the Name field of the Audio.
This field is how you will find the audio later in the library.
- once you are satisfied you can click the "Save" button

Add or select media

The media item has been created but has not yet been saved. Fill in any required fields and save to add it to the media library.



Name *

How the UN General Assembly Can Get Its Peace and Security Groove Back

Save

0 of 1 item selected

6. this takes you back to the library modal, where you can see that the audio has a check mark on it. This means it is already selected.
7. If you are happy that is the audio you wish to select, press the "Insert selected" button

Add or select media

Remote Audio

Add Remote Audio via URL *

https://

Add

Allowed providers: SoundCloud, Spotify.


Name

Sort by

Newest first

Apply filters


☒



How the UN Ger
Nov 12 · Global D

+ Save on Spo

How the UN General Assembly Can Get Its Peace and Security Groove Back



☐

James Scorer, "Latin American ...

Grid

Table

Insert selected

1 of 1 item selected

6. Once you are back in the editor, you can click once on the audio to make the Audio Dialog appear.
 1. Check to see that the "Audio" view mode is default selected. This will ensure it displays properly on the page



A screenshot of the top toolbar of the application. The 'Audio' button, represented by a speaker icon, is circled in red. To its right is a dropdown arrow, and further right is a blue-bordered button with a document icon. Other icons for various functions are visible on the left and right of the 'Audio' button.



- [illegible]



- ### 3. You can also choose to add a caption to the audio

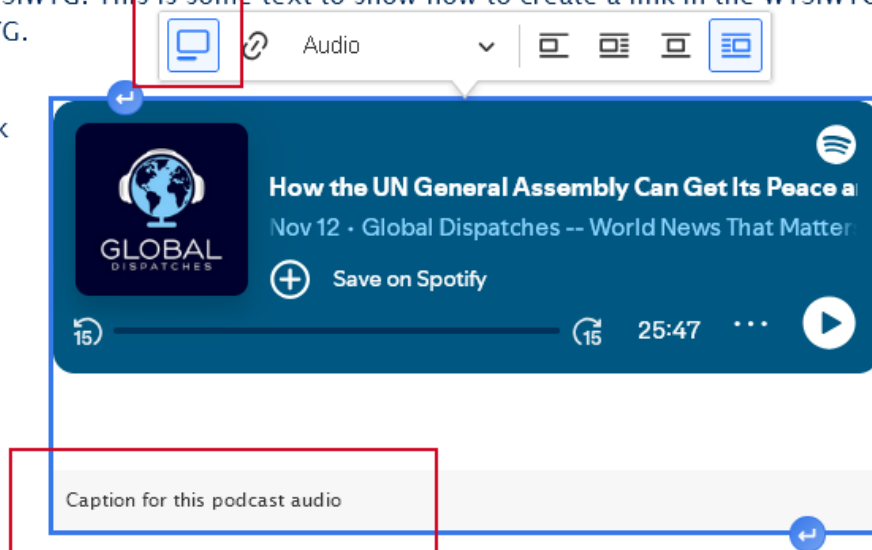
ie WYSIWYG. This is some text to show how to create a link in the WYSIWYG. This
/SIWYG.

ie
a link

show
text

ie

je!



7. Similarly to an Image, you can use the "Insert Paragraph" before and after buttons that you see if you hover on the audio in order to add content before or after the audio.

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Columns

Columns is a Flexible Content Item that allows you to make a columned display of a list of items that have title, image, body text and URL that display three across as a block of content. The Columns Flexible Content Item starts with a heading and an introduction field to display before the list of items

Columns Collapse ⋮

Heading ^{*}

Introduction

B *I* Choose lang...

Each item has title, image, body text and URL fields where the only field that is required is the title. The URL field will make the title text into a link to that URL you put in.

LIST ITEMS

Column Item

Collapse



Title *

▼ IMAGE

Upload or Browse Library

You can select one media item.

Body

B *I* \times^2 \times_2 Choose lang...

URL

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `https://example.com`. Enter `<front>` to link to the front page. Enter `<nolink>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

► ADVANCED SETTINGS

Add Column Item

This example shows all fields filled in with three items

Columns heading

This is the intro to columns. Text can be **bold**, *italic* or linked. Try not to make it too long, though this is an optional field



item 1 >

Quisque cursus, nisi et rhoncus molestie, nisl quam porta erat, sed aliquam neque ligula blandit tortor. Curabitur viverra nulla et sem gravida, non iaculis arcu interdum. Donec laoreet tincidunt consequat. Cras vehicula erat at libero placerat convallis.



column 2 >

Quisque cursus, nisi et rhoncus molestie, nisl quam porta erat, sed aliquam neque ligula blandit tortor. Curabitur viverra nulla et sem gravida, non iaculis arcu interdum. Donec laoreet tincidunt consequat. Cras vehicula erat at libero placerat convallis.



column 3 >

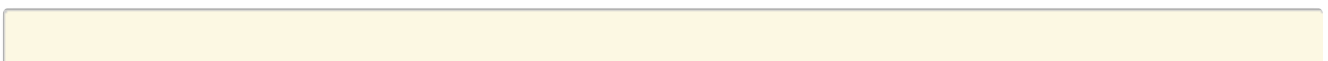
not much body to this body field

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Image Gallery

This Flexible Content Item consists of a Main Image that is used as the cover photo to indicate there is a gallery, then when the visitor clicks on it, a slideshow opens up in a Lightbox so the person can view the gallery of images as slides.

As you can see, the Main Image and first slide title and image are required fields. **It is recommended that the Main Image be one of the images from your slide deck.**



NOTE: The Gallery optional field (Introduction) does appear if filled in.

+ Image Gallery

Collapse

Introduction

▼ MAIN IMAGE *

This image will be the only image output on the page initially – other images will be displayed in the lightbox when it is clicked.

Upload or Browse Library

You can select one media item.

PATTERN CHOICE

Pattern Type

- None - ▼

Select the pattern type you wish to use on the background for this Flex Item.

Pattern Line Color

- None - ▼

Please select the Line Color of the pattern background

Pattern Fill Color

- None - ▼

Please choose the Fill Color for the pattern background. Do NOT choose the same color for Line and Fill.

Selection of Pattern Type, Pattern Line Color and Pattern Fill Color are disabled for Web Stewards.

If you need to have a pattern applied or removed, please contact Communications by submitting a request at: <https://mawr.life/webrequest>.

SLIDES

Slide

Collapse

▼ IMAGE *

Upload or Browse Library

You can select one media item.

Caption *

Add Slide

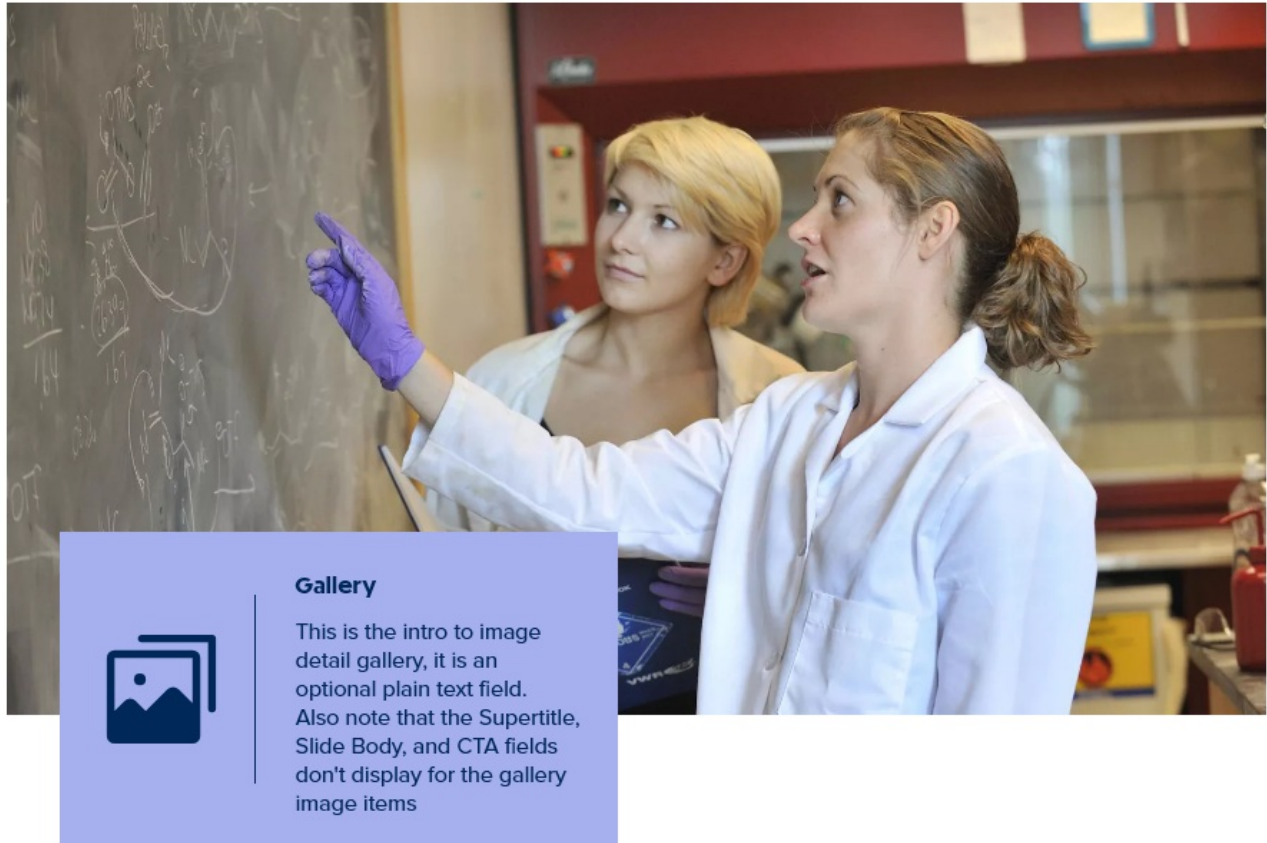
Once you add a second slide, you can drag to reorder the slides using the crosshair next to the word Slide

+ Slide

Please note that the Office of Communications and Marketing applies Patterns sparingly at their discretion.

Web Stewards will only be able to create Image Gallery Flex Items with the Default white background.

Here is how our example looks on the page:



This is how it appears in a Lightbox when you click on the Gallery element



Image List Heading

This is the intro to image list. Text can be **bold**, *italic* or linked.

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Image List

This Flexible Content Item has the ability to pair an image with text and to alternate which side the image aligns on, this makes it a great choice for creating a list of Image/Text pairings to present some important things to highlight.

Please note that some fields are optional, which gives you flexibility in how your content is displayed.

Of Note: There is an optional field called *Anchor Name* that will add an anchor name (*ex: myAnchor*) to an Image List item. This is to create an Anchor Name that you can use to link to a specific Image List item.

Please type in a word or short phrase. **DO NOT USE:** spaces, punctuation or special characters. Examples: *starshipEnterprise*, *reunionMay2023* or *phillies*

Please ask Communications if you are unsure how to use this or what it is for.

By placing an anchor name on an Image List item, you can then link to it on a different page.

This works like most anchor links. You would need to notate the Anchor Name you assigned and the URL of the page that the Image List is on.

So, for example, my Image List is on *my Style Guide page*: <https://www.brynmawr.edu/inside/offices-services/library-information-technology-services/projects-partnerships/web-services/drupal-guides/basic-page-style-guide> (which is node/53216) and my Anchor Name is *sampleAnchor*

Now, when I want to make a link to that specific Image List item from a different page.

For instance if I was editing the *main Web Services page*, I could add a link in the WYSIWYG area of the *main Web Services page* to *my Style Guide page* with the anchor like so: **/node/53216#sampleAnchor** .

You can read more about anchor links in general here: <https://askathena.brynmawr.edu/help/drupal-basic-flex-basic-wysiwyg#linking-to-a-specific-part-of-a-page->

Here is a screenshot of the Image List content entry form.

Image List

Collapse

Heading *

Introduction

B

I

I_x

Choose lang... ▾

LIST ITEMS

Image List Item

Collapse

Title *

Anchor Name

This is to create an Anchor Name that you can use to link to this specific item.

Please type in a word or short phrase. **DO NOT USE:** spaces, punctuation or special characters.

Examples: *starshipEnterprise*, *reunionMay2023* or *phillies*

Please ask Communications if you are unsure how to use this or what it is for.

Image Alignment *

Left ▾

▼ IMAGE *

Upload or Browse Library

You can select one media item.

Body

B I Choose lang...

CTA

URL

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `https://example.com`. Enter `<front>` to link to the front page. Enter `<nolink>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

Link text

[▶ ADVANCED SETTINGS](#)

Below is the screenshot of the Image List on a page. In this example, on the first Image List item we filled in all the fields, the second Image List item we only filled in the required fields

Image List Heading

This is the intro to image list. Text can be **bold**, *italic* or linked.

Try not to make it too long, though this is an optional field



List item left

This is the Image List Item body field. Text can be **bold**, *italic* or linked.

Try not to make it too long, though this is an optional field

Duis massa justo, ultrices a lobortis ut, mattis vel dolor. Integer commodo tortor felis, quis venenatis justo pellentesque in.

google

List item 2 right

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas orci erat, rhoncus eget odio in, volutpat maximus neque. Maecenas porta ut nisi ac placerat. In non tempus quam. Etiam eleifend non est eget dictum. Praesent dictum turpis venenatis, tincidunt augue sed, blandit sem. Pellentesque luctus id elit ut rutrum. Proin eleifend finibus est eget fringilla. Donec sapien massa, imperdiet sed dui ut, finibus tempor sapien. Aliquam condimentum, leo eu fermentum tempus, elit eros eleifend est, vel pretium augue justo eu diam. Curabitur ac vulputate tellus.



On the front lines node

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More Flex Articles

Please see the following Articles for how to use the following Flexible Content Items.

- **FLEX: Basic** - WYSIWYG (basic, links, tables, blockquotes and images & videos from library)

- **FLEX: Basic 2** - Accordion, Callout, Carousel, Contact, Embed, Social Media: Callout, Special List: Large, Special List: Small
- **FLEX: Intermediate A** - WYSIWYG (Video), Columns, Feature: Grid, Image Gallery, Image List
- **FLEX: Intermediate B** - People: List, Social Media: Connect, Feature: Large, Feature: Medium, Feature: Quote, Image Detail: Large
- **FLEX: Advanced** - Event 3-up, News 3-up, News & Contact, Story 1-up, Story 3-up, Announcement 4-up
- **FLEX: Special** - Slide: Homepage Hero, Homepage Feature: Large, Homepage Feature: Medium, Homepage Feature: Story, Course Code, Description Code, Donor List

Please note that Flex Advanced and Flex Special items require training and possibly special permission levels.

As with anything on the site, if you are unsure what the item is, how it looks or how to best utilize it, please see our sample pages [Basic Page with all content](#) and [News article with all content](#) or reach out to Communications for guidance at communications@brynmawr.edu.

Please note, there are corresponding training videos available that cover some of the items in these articles. Some items may require increased permission levels and special training. Please reach out to Communications for guidance at communications@brynmawr.edu.

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Still need Drupal help? Have more Drupal questions?

If after reading this article or watching the training videos you still have questions, we can help!

Sign-up for any of our [Drupal Drop-ins](#) throughout the year.

[Schedule a Drupal training session](#) for you or your whole department with our Drupal Trainer.

Questions?

If you have any additional questions or problems, don't hesitate to reach out to the **Help Desk!**

Phone: 610-526-7440 | [Library and Help Desk hours](#)

Email: help@brynmawr.edu | [Service catalog](#)

Location: Canaday Library 1st floor

