



Discover Nature Subsite

User Guide Prepared by Gorton Studios

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Drupal Tips/How-To Guide

A menu link to Drupal Tips for functionality on your site can be found in your Admin Nav Bar in the Content section. This should be used for any basic Drupal questions that you might have that are not in the below manual. This will include Terms and Concepts, how to log in and out, how to use the WYSIWYG editing tool, misc. Content items, administrative settings at the bottom of the edit screens, Url Redirects and Aliases, Broken Link module, Nodequeues, Blocks, Webforms and Users. Not all items are used on your site.

Web Style Guide(s)

A menu link to a style guide for the theme of your site can be found in your Admin Nav Bar in the Content section. There is also a link to a pdf with tips on how to enter content as well as Fonts and colors used on the site.

Content Types on your Website

You must be logged into the system and assigned a role, to complete any of the tasks in this section. **We highly recommend that editing be done in Firefox or Google Chrome as they seem to be the browsers that are most compatible with the WYSIWYG editing system.**

Content Types have been created for your website which allows admins to enter data and have it displayed based on the coding and theme for the site. Below is a list of content types on your site. Note that the content that you are allowed to enter, edit and delete are based on your assigned user role. How to use individual fields will be discussed later in the User Manual in the section titled: How to Manage Content.

Activity

Most activities have been added for you and can be found and edited on the “Things to Do” page. If additional activities need to be added, travel to the above node and add the Activity as a child of the page. Once you add it, move it into alphabetical order using the children tab. When adding the new node, make sure and choose to add it to the menu system within the Node Hierarchy section.

Home > Discover Nature > Things to Do >

THINGS TO DO

- Archery
- Bicycling
- Bird Watching
- Bird Feeding
- Boating
- Camping
- Canoeing/Floating
- Cooking
- Dog Training
- Driving Tours
- Field Trials
- Fishing
- Geo-caching
- Hiking
- Horseback Riding
- Hunting
- Maple Sugaring
- Mushroom Hunting
- Nature Viewing
- Photography
- Shooting
- Trapping - Special Permit
- Volunteering
- Woodworking

ARCHERY

 Here is a test notice

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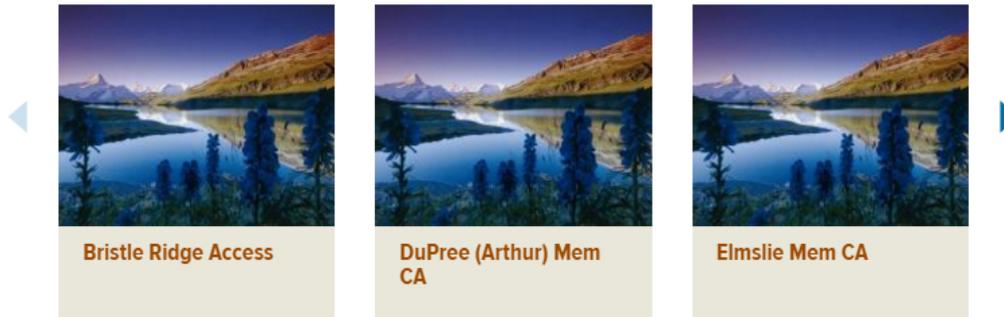
Great places for Archery



A Test Conservation Area

When you add an activity, you have the option to tie it to the activity taxonomy that matches the new node. When in the edit screen, you can choose what activity your new node should be tied to and it will automatically pull in the conservation areas that have the related activity and display it in the Great places for [activity]. It will pull 10 random Conservation Areas tagged with the activity and display in alphabetical order. This is limited to the random 10 at a time as some activities have over 300 matches and the system cannot load them without causing massive amounts of slowness.

Great places for Canoeing/Floating



Note as well that on the Conservation Area pages, the activity will then link to the activity based on the tie in chosen. So make sure not to choose the same activity taxonomy term for multiple activity content types.

Things to do when you visit

-  **BIRD WATCHING** - (Get the Audubon Society of Missouri [Conservation Area Bird List.](#))
-  **CANOING/FLOATING** - Canoeing (Amarugia Lake)
-  **FIELD TRIALS WITH SPECIAL USE PERMIT** -
-  **FISHING** - Bass (Fair), Catfish (Good), Crappie (Good), Sunfish (Good; Very good population of Redear Sunfish)
-  **HIKING** - (No designated trails)
-  **HUNTING** - Deer (Fair; **See regulations.**), Dove (Fair), Quail (Fair), Rabbit (Fair), Squirrel (Fair), Turkey (Fair; Annual **Fall Deer and Turkey Hunting Regulations and Information booklet** and annual **Spring Turkey Hunting Information booklet.**), Waterfowl Open (Fair; 1:00 pm closure)
-  **TRAPPING WITH SPECIAL USE PERMIT** - (Special Use Permit Required)

If an activity term is not related to an activity node – the title will simply not link. Note that if you create a new activity and tie it to a term – it will take the nightly import from Atlas to trigger the change. So it will not link until the next day. Likewise – if you delete one – it will go to a page not found until the nightly run. I don't see this as an issue as I can't see that you would delete any – but just wanted to point it out.

Block Embed

The Activity content type allows you to embed blocks in to specific areas within the node. This option is in the collapsed admin section.

The Block Embed option will allow you to select blocks and blocks from views and place the items under the main content but above the In This section.

Any blocks that should be placed this way can be placed on the block page. Do not enable any blocks that you are embedding on the block page as choosing it through this field will place it and adding it in both places will add double blocks.

Conservation Area

The Conservation Areas are added thru Atlas and have fields that are edited only in Atlas. Additional Drupal fields have been added that can enhance the content. You can add and edit content on the Drupal site to any of the Drupal fields, but all Atlas pulled fields should be updated and edited in Atlas as any changes made in Drupal on those fields will be overwritten. Note all Atlas pulled fields are in a collapsed section in the edit screen.

Updates will be pulled nightly at midnight and changes made in Atlas will not take effect until the next day once the pull is completed. A shell script executes 3 drush commands. That script is called at midnight by the crontab.

Do **NOT** delete a Conservation Area. If you do not want it to display on the site, simply unpublish it on the Drupal side.

There is a Drupal Alert field that can be used if something needs to be shown on a Conservation Area immediately. If you need to change something immediately in one of the Atlas fields, you can do so – but those changes will be overwritten the next Atlas pull.

A TEST CONSERVATION AREA

[Test Link as a Child](#)
[Test Child Page Two](#)

A TEST CONSERVATION AREA

[More Places](#)

i This is my Drupal Notice Field

i This is the Warning that Will Pull from Atlas

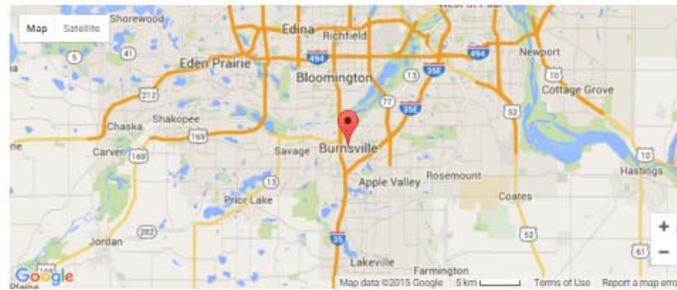
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Here is my caption

[Get Directions](#)

For more information call: 651.365.7891



Burnsville

About This Area

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Resources

[Map of Test Thing \(pdf, 19 KB\)](#)

[Brochure \(doc, 22 KB\)](#)

Links

[Test Link One](#)

[Another Test Link](#)



Here is my caption

Here is my Credit

Things to do when you visit

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Facilities

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Natural Features

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Designated Trails

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Land Cover

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Shooting Range General Information

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What to Look for When You Visit

	A Test Field Guide Entry <i>Here is my scientific name</i>		American Coot <i>Fulica americana</i>
	American Beech <i>Fagus grandifolia</i>		

Related Content

2011 Missouri Turkey Hunter Survey (pdf, 1016 KB)

Conservation Area Menus

Children can be added to Conservation Areas but should not be displayed at the bottom of the node. Children should be added to the menu to show up next to the Conservation Area, choose to add the children of the CA to the menu system through the Node Hierarchy sections.

A TEST CONSERVATION AREA

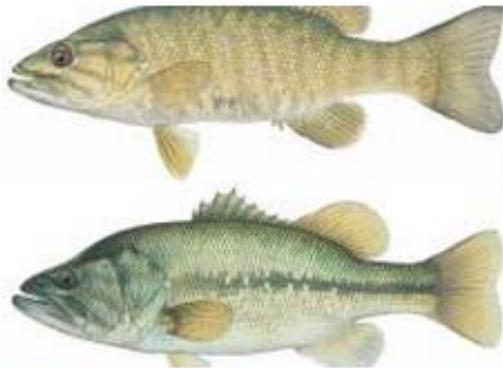
Test Link as a Child

Test Child Page Two

Download

A download can be added in order to share files across different areas. You will also have the option to add files on to specific content types but only the download content type will be allowed to be referenced in the Node Reference fields. Downloads will automatically display the file type and size. This content type does not have a detail page. Always add teaser text on a download.

Before adding a new download, verify in the content list that the download has not already been added. To add a download, travel to the node where you would like to place it as a child or choose to Add Content in your Admin Nav Bar. A default image will be displayed if a thumbnail is not added.



Test Download One (pdf, 343 KB)



Test Doc (doc, 22 KB)

Field Guide Association

The Download content type will allow you to place the node on the Field Guide group section. If you are adding the link to a group, travel to the collapsed Field Guide Association section make sure and select an icon to be displayed as well as choose the section you want to place it in. Additional information on the link icons is noted later in the manual.



▼ **Field Guide Association**

Related Field Guide Term

- Aquatic Invertebrates
- Birds
- Butterflies and Moths
- Fishes
- Habitats
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

If this node should be associated with a Field Guide Type. Choose any of the top level terms.

Field Guide Icon

Default ▼

About Birds in Missouri

About 350 Species of birds are likely to be seen in Missouri, though nearly 400 species have been recorded within our borders. There are about 10,000 species of birds in the world. Most people know a bird when they see one. It has feathers, wings and a bill. Birds are warm-blooded, and most species can fly. Many migrate hundreds or thousands of miles. Birds lay hard-shelled eggs (often in a nest), and the parents care for the young. Many communicate with special songs and calls.



Avoiding



How to Identify



Why Important



Management



Common Features



Watching [↗](#)



Feeding



Default

Fall Color Reports

All the Fall Color Reports have been added for you and can be updated to keep the content current and up to date.

UPDATED: 10/19/2015 - 1:33PM

St. Louis Region

PEAK COLOR

Fall color has gone into full swing with some of the oaks, hickories, and maples joining the early-turning species like dogwood, black gum, sassafras, persimmon, sumac, poison ivy, Virginia creeper, sweet gum, and ash. Some slopes away from the city may reach peak over the next week, while others still have lots of green trees on them.

Fall Color Hot Spots

These next two weekends should be some of the best to enjoy fall color this season, so consider visiting Rockwoods Reservation, Huzzah or Daniel Boone Conservation Areas, or Engelmann Woods Natural Area. A drive through wine country down Highway 94 or Highway 100 should also provide some good views. Enjoy!

LINKS

[Division of Tourism Events/Festivals](#)

[Another Test Link](#)



UPDATED: 10/19/2015 - 1:32PM

Southwest Region, including Springfield, Branson, and Joplin

IN PROGRESS

Bright fall color is now showing well in southwest Missouri. There are signs of drought, as it's been fairly dry the last month or so. This is affecting some trees' ability to change color. Peak color for sumac (red), Virginia creeper (red), ash (purple), and flowering dogwood (purple) is occurring in many locations. Yellows are showing in many other species, and tan is starting to show in the oaks.

Fall Color Hot Spots

Trees in towns and parks are looking good. For hiking, try Drury Mincy, Dean Davis, or Tingler Prairie Conservation Areas. Scenic drives include:

- US 65, south from Highlandville to the Arkansas line;
- The Ozark Mountain Highroad (MO 465), around the northwest side of Branson from US 65 to MO 76;
- US 160, southeast from US 65 to the Taney-Ozark county line;
- MO 123 between Willard and Fair Play;
- Routes AA and M in Cedar County;
- MO 123 between Humansville and Weaubleau;
- Highway D and MO 64 along northern Polk to mid-Hickory County;
- County Road 134 north of Hermitage (Hickory County);
- County Road 273 between Hermitage and Galmey (Hickory County);and
- Route CC north to MO 215 in Dade County.

UPDATED: 10/19/2015 - 1:32PM

Southeast Region, including Cape Girardeau, Farmington, and Poplar Bluff

BEGINNING TO TURN

Oaks and hickories are finally turning color, showing orange and yellow. Maples, dogwoods, sweet gum, and black gum are showing vibrant yellows, purples, oranges, and reds. This week may be the peak of fall color in our region.

Fall Color Hot Spots

If you are looking for a scenic drive, try MO 51 south from Perryville to US 60. It's a curvy drive that goes through some beautiful forested areas. This highway goes by Sank Conservation Area and Maple Flats Access, for hunting, fishing, and wildlife viewing.

UPDATED: 10/19/2015 - 1:31PM

Ozark Region, including Rolla, West Plains, and Eminence

IN PROGRESS

The Ozark landscape is stained with color! Next week is the presumed peak. White oak is yellowish green, post oak is rusty green, black gum is exuberantly red, and hickories are bright yellow. Enjoy an early morning along the bottomlands and savor the fresh fog; then slowly creep up the hill to its crest, chasing the sun's shadow, ending with a view of your favorite vista. The Ozarks this time of year is to people what a properly tied fly is to a trout.

Fall Color Hot Spots

For a scenic drive, try MO 19 south from Cuba to Salem. Its diverse sights include bottomlands, overlooks, clear creeks, and sawmills. For a short break or a day trip, drive through Indian Trail Conservation Area. There, you can see the hatchery, fish the lake, put up a tree stand, or walk the trails. A map of Indian Trail CA is available on the MDC website.



A link titled "Fall Colors" has been added in the Admin Nav Bar within the Content area. This link should be used to access and edit all of the Fall Color Updates.

Region Report	Fall Color Progress	Last Updated	Update Report
St. Louis	Color has ended	11/06/2015 - 8:27am	edit
Southwest	In progress	10/19/2015 - 1:32pm	edit
Southeast	Beginning to turn	10/19/2015 - 1:32pm	edit
Ozark	In progress	10/19/2015 - 1:31pm	edit
Northwest	In progress	10/19/2015 - 1:30pm	edit
Northeast	In progress	10/19/2015 - 1:29pm	edit
Kansas City	In progress	10/19/2015 - 1:28pm	edit
Central	Peak color	10/19/2015 - 1:27pm	edit

The following status options can be used for the reports:








Fall Color Progress *

- Not Started
- Beginning to turn
- In progress
- Peak color
- Past peak
- Color has ended

Choose the status of the Fall Color in the Region

Feature

This content type will allow you to create a horizontal block of “featured” items to different sections through-out the site. Currently we have these created on the base pages: discover-nature, discover-nature/field-guide, & discover-nature/places. To edit the base page features, links have been added to the Admin Nav Bar within the content area. The base page features are tied to the nodes and place them in different positions. You need to make sure and edit the existing features for these three items versus adding new ones.

To add additional features, travel to the page where you want to add a new feature and add it as a child of the page. If there is an existing feature as a child on a page, simply edit it with new content and highlighted items. Pages can only have one feature item and if multiple feature children are created, only the last created one will be displayed.

<p>THE TURKEY OUTLOOK FOR THIS SPRING</p> <hr/> <p>2015 Turkey Outlook Despite poor hatches from 2007 to 2010, production in three of the last four years has improved enough to stabilize turkey numbers throughout much of the state. Because of Missouri's diverse landscape, however, turkey population trends often vary regional</p>	 <p>Learn more about Turkeys Comprehensive guide to turkey hunting</p>	<p>TELECHECK AND TURKEY REGULATIONS FOR SPRING</p>  <p>Regulations Complete telecheck and regulations information</p>	<p>LEARN ABOUT TRAPPING</p> <hr/> <p>How Do I Get Started Furbearer Trapping For Sport? Knowledge and tools for getting started</p>
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Field Guide Entry

The Field Guide Entry content type will allow you to place nodes into the Field Guide and part of the faceted search. Note that the node needs to be indexed to start working in the search and will not be indexed until cron has run. So you should not be concerned that a new node is not immediately part of the search results. If the content is on the site and published, it will show up once it is indexed.

To add an entry, choose to add Content in your Admin Nav Bar.

Note that the classifications you select in the edit screen are what are used to drill down through the Faceted Search, so classifications should be reviewed and selected thoughtfully.

During User testing, it was identified that users heavily use the images to find answers and identify items. We recommend that the images added to the life cycle and signs & tracks also be added to the slideshow. We as well recommend that a map image be added for the Distribution in Missouri area.

FIELD GUIDE

- Aquatic Invertebrates
- Birds
- Butterflies & Moths
- Fish
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

A TEST FIELD GUIDE ENTRY

Here is my scientific name

More Birds

 VENOMOUS
  POISONOUS
 ENDANGERED



Here is my caption that's fairly lengthy to see what it looks like at mobile widths.

Here is my credit

Other Common Name: Here is my other common name

Family: Here is My Family

Description: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut condimentum diam quis nulla blandit vestibulum et tempor sem. Nam convallis lectus eget nisi interdum, in imperdiet neque congue. Pellentesque maximus vulputate dolor, quis laoreet lacus blandit non. Nam non lacus ultricies, elementum odio tincidunt, efficitur risus. Aliquam vel metus iaculis, rutrum urna sed, ullamcorper dolor. Proin et gravida arcu. In blandit dolor a nulla euismod lacinia. Quisque felis ligula, vulputate in lobortis id, accumsan at odio. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut condimentum diam quis nulla blandit vestibulum et tempor sem. Nam convallis lectus eget nisi interdum, in imperdiet neque congue. Pellentesque maximus vulputate dolor, quis laoreet lacus blandit non. Nam non lacus ultricies, elementum odio tincidunt, efficitur risus. Aliquam vel metus iaculis, rutrum urna sed, ullamcorper dolor. Proin et gravida arcu. In blandit dolor a nulla euismod lacinia. Quisque felis ligula, vulputate in lobortis id, accumsan at odio. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut condimentum diam quis nulla blandit vestibulum et tempor sem. Nam convallis lectus eget nisi interdum, in imperdiet neque congue. Pellentesque maximus vulputate dolor, quis laoreet lacus blandit non. Nam non lacus ultricies, elementum odio tincidunt, efficitur risus. Aliquam vel metus iaculis, rutrum urna sed, ullamcorper dolor. Proin et gravida arcu. In blandit dolor a nulla euismod lacinia. Quisque felis ligula, vulputate in lobortis id, accumsan at odio.

Key Identifiers: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Ut condimentum diam quis nulla blandit vestibulum et tempor sem. Nam convallis lectus eget nisi interdum, in imperdiet neque congue.

- One
- Two
- Three

Size: Length 8 1/4 inches (tip of bill to tip of tail)



Caption for the Detail Image 1

Credit for the Detail Image 1



Habitat and conservation

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan. Nullam malesuada posuere felis non eleifend. Nulla accumsan ornare mi id tristique. Nam nunc nisl, sollicitudin id feugiat at, gravida et leo. Morbi enim libero, interdum in euismod in, pharetra vitae metus. Nunc convallis ac nulla ac hendrerit. Donec nec tincidunt velit. Nulla facilisi. Etiam non consequat lorem, quis ultrices risus. In lacinia arcu cursus nibh semper, sit amet hendrerit diam suscipit. Suspendisse non quam odio. Maecenas sollicitudin sit amet nunc et dictum. Donec magna mauris, porttitor non cursus quis, rutrum sed nisl.

Foods

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Distribution in Missouri

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan. Nullam malesuada posuere felis non eleifend. Nulla accumsan ornare mi id tristique. Nam nunc nisl, sollicitudin id feugiat at, gravida et leo. Morbi enim libero, interdum in euismod in, pharetra vitae metus. Nunc convallis ac nulla ac hendrerit. Donec nec tincidunt velit. Nulla facilisi. Etiam non consequat lorem, quis ultrices risus. In lacinia arcu cursus nibh semper, sit amet hendrerit diam suscipit. Suspendisse non quam odio. Maecenas sollicitudin sit amet nunc et dictum. Donec magna mauris, porttitor non cursus quis, rutrum sed nisl.

Status

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan. Nullam malesuada posuere felis non eleifend. Nulla accumsan ornare mi id tristique. Nam nunc nisl, sollicitudin id feugiat at, gravida et leo. Morbi enim libero, interdum in euismod in, pharetra vitae metus. Nunc convallis ac nulla ac hendrerit. Donec nec tincidunt velit. Nulla facilisi. Etiam non consequat lorem, quis ultrices risus. In lacinia arcu cursus nibh semper, sit amet hendrerit diam suscipit. Suspendisse non quam odio. Maecenas sollicitudin sit amet nunc et dictum. Donec magna mauris, porttitor non cursus quis, rutrum sed nisl.

Life cycle

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan. Nullam malesuada posuere felis non eleifend. Nulla accumsan ornare mi id tristique. Nam nunc nisl, sollicitudin id feugiat at, gravida at leo. Morbi enim libero, interdum in euismod in, pharetra vitae metus. Nunc convallis ac nulla ac hendrerit. Donec nec tincidunt velit. Nulla facilisi. Etiam non consequat lorem, quis ultrices risus. In lacinia arcu cursus nibh semper, sit amet hendrerit diam suscipit. Suspendisse non quam odio. Maecenas sollicitudin sit amet nunc at dictum. Donec magna mauris, porttitor non cursus quis, rutrum sed nisl.



Eggs



Chick



Adult



Elder



Grandpa



Deceased

Control

Title One

Test Two

Test Three

Attract

Title One

Test Two

Test Three

Test Four

Human connections

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan.

Ecosystem connections

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan.

Signs & Tracks

Duis pharetra lacinia finibus. Pellentesque purus tortor, venenatis nec aliquet at, facilisis at erat. Aenean et nibh sed urna imperdiet varius in eget ante. Nulla tincidunt diam ut nibh varius accumsan.



More Information

Test Area
Here is my link child test

Related Recipes

Chenterelle Garnish for Grilled Meats
Test Recipe

Similar Species



Bighead Carp
Hypophthalmichthys nobilis



Admirable Grasshopper
Syrbula admirabilis

Great Places to See A Test Field Guide Entry



A Test Conservation Area



Bear Creek CA



Bee Hollow CA

About Birds in Missouri

About 350 Species of birds are likely to be seen in Missouri, though nearly 400 species have been recorded within our borders. There are about 10,000 species of birds in the world. Most people know a bird when they see one. It has feathers, wings and a bill. Birds are warm-blooded, and most species can fly. Many migrate hundreds or thousands of miles. Birds lay hard-shelled eggs (often in a nest), and the parents care for the young. Many communicate with special songs and calls.



Avoiding



How to Identify



Why Important



Management



Common Features



Watching [↗](#)



Feeding



Default

Similar Species

The Similar Species block can be used either automatically or hand-entered. If there are no species selected in the field, 10 species that are in the same top level field guide grouping will show up randomly in the block. Each page refresh will change the order.

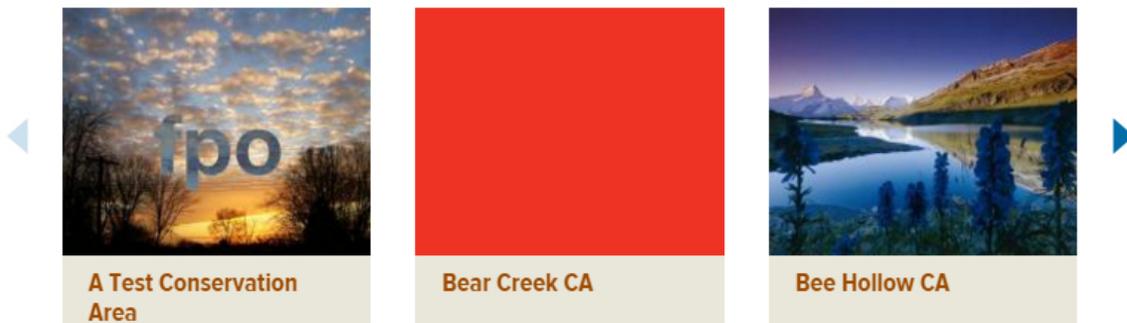
You can also select any species that you want to show up in the list in the edit field of the Field Guide. If you choose to do this, it will show the items you selected in the order of the items on the edit screen and none will be pulled automatically. If you are hand selecting, we recommend choosing at least two items.



Great Places to See

The Conservation Areas in the Field Guide Entries will pull from the Conservation Side and will be shown when they select it in their edit screen. These will be displayed alphabetically.

Great Places to See A Test Field Guide Entry



See also Bottom Section

The See also section at the bottom is universal and displayed based on the top level item in the Field Guides. You can add and remove items by going to the edit screen of the top level items of the vocabulary: Field Guide Types found at:

</admin/structure/taxonomy/types>

See Also



Snowberry Clearwing
Hemaris diffinis



**Virginia Creeper
Sphinx (Hog Sphinx)**
Darapsa myron



White-Lined Sphinx
Hyles lineata



**Tricolored Bat
(Eastern Pipistrelle)**
Perimyotis subflavus
(formerly *Pipistrellus subflavus*)



Gray Myotis (Gray Bat)
Myotis grisescens



**Indiana Myotis
(Indiana Bat)**
Myotis sodalis



**Little Brown Myotis
(Little Brown Bat)**
Myotis lucifugus

About Bottom Section

The about section at the bottom is universal and displayed based on the top level item in the Field Guides. The text can be added and edited by going to the edit screen of the top level items of the vocabulary: Field Guide Types found at: </admin/structure/taxonomy/types>. The links using the icons are placed by choosing Field Guide Association items in the collapsed section of specific content types. How to add this information is found within those content types.

About Birds in Missouri

About 350 Species of birds are likely to be seen in Missouri, though nearly 400 species have been recorded within our borders. There are about 10,000 species of birds in the world. Most people know a bird when they see one. It has feathers, wings and a bill. Birds are warm-blooded, and most species can fly. Many migrate hundreds or thousands of miles. Birds lay hard-shelled eggs (often in a nest), and the parents care for the young. Many communicate with special songs and calls.

-  **Avoiding**
-  **How to Identify**
-  **Why Important**
-  **Management**
-  **Common Features**
-  **Watching** [↗](#)
-  **Feeding**
-  **Default**

Related Content Bottom Section

The related content section at the bottom is universal and displayed based on the top level item in the Field Guides. You can add and remove items by going to the edit screen of the top level items of the vocabulary: Field Guide Types found at: </admin/structure/taxonomy/types>

Related Content

- Bats**
Check out Bats
- A Test Field Guide Entry**
Here is my scientific name
- Test Area**
This is my subtitle
- How to Identify**
Here is My Subtitle

Habitat

You can choose to add a Habitat and it will be placed as a child of the Habitats page: </discover-nature/field-guide/habitats>. Use the children tab to order the Habitats, as desired.

During User testing, it was identified that users heavily use the images to find answers and identify items. We recommend that a map image be added for the Distribution in Missouri area.

Note that at launch time, this section was not yet being used. Notes on how to enable this section in the Field Guide are listed later in this user manual.

TEST HABITAT

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus dignissim convallis lacus. Mauris ultrices sit amet enim at efficitur. Duis urna nisi, ornare a tempor scelerisque, dapibus sit amet tellus. Aliquam ut purus ut magna interdum eleifend. Nullam ante ex, auctor sed nulla vitae, finibus tristique leo. Nam dapibus libero quis lacus ornare placerat. Aliquam non pellentesque sem. Ut diam risus, mollis commodo urna vitae, tempor eleifend lectus. Praesent felis nibh, elementum nec nisi sit amet, ornare consequat nisl. Praesent nisl libero, convallis et venenatis vel, sagittis eget massa.



Here is my caption

Here is my credit

Best Public Examples



Gasconade Park Access



Amarugia Highlands CA



Distribution in Missouri

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus dignissim convallis lacus. Mauris ultrices sit amet enim at efficitur. Duis urna nisi, ornare a tempor scelerisque, dapibus sit amet tellus. Aliquam ut purus ut magna interdum eleifend. Nullam ante ex, auctor sed nulla vitae, finibus tristique leo. Nam dapibus libero quis lacus ornare placerat. Aliquam non pellentesque sem.

Management Practices

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[Test Link One](#)

[Test Link Two](#)

Key Test Habitat Species



A Test Field Guide Entry

Here is my scientific name



Alligator Snapping Turtle

Macrochelys temminckii



Alcohol Inky

Coprinopsis atramentaria
(formerly *Coprinus atramentarius*)

Related Content

Child Test One

This is a download

Why Important

This is my subtitle

[Test Link](#)

A Test Field Guide Entry

Here is my scientific name

Link

This content type is used to place links as children items as well as to have a link to an external item that can be referenced in other areas yet only have one spot where the link needs to be changed. This content type does not have a detail page.

Before adding a new link, verify in the content list that the link has not already been added. If you want to add a link, travel to the node where you want to add the link and add it as a child of the node. Always add teaser text on a link.



Test Onsite Link
Here is my subtitle on a link



Test Off-site Link 

Offsite links will show a link icon next to it showing end users that they will link to the item. This will also be displayed within body text as well:

**LOREM IPSUM DOLOR SIT AMET,
CONSECTETUR ADIPISCING ELIT(THIS IS H3)**

Curabitur ultrices ipsum eget orci finibus, quis eleifend erat molestie. Vestibulum tellus nisi, pretium vitae purus non, varius venenatis urna. Aliquam bibendum ullamcorper dolor non lobortis. Duis eget diam laoreet felis porta tincidunt vitae nec leo. Donec eu congue libero. In ligula nulla, scelerisque non dui luctus, lacinia mattis nisi. Ut ullamcorper lobortis dui, sagittis consectetur magna convallis et. Etiam nec ipsum placerat, dignissim est sit amet, vulputate dolor. [Maecenas sed lectus eget neque](#) 



Here is my caption
Here is My credit



Here is my credit on the item
Here is my caption

vestibulum tempor cursus id enim. Sed sit amet leo laoreet mauris cursus rutrum at sit amet odio. [Etiam quis nisi dapibus](#), egestas dui id, congue nibh. Sed sollicitudin vitae quam non dictum.

We do not recommend adding external links to the menu items. If you need to add an external link to the menu, it must be done using the menu system and not the node hierarchy section within the link node. Since a link added using the link content type is assigned an internal URL, the menu system will not recognize it as an external link. You can add it through the menu system and add the link directly. In this case – the external link url will be recognized. The example has an external link (first item) entered in through the menu system while the bottom one is using the node hierarchy section in the link node. Note that one of them is not recognized as an external link:

Home > Hunting / Trapping >

TEST PAGE

- Test Off-site link in the menu 
- Test Page with Children Teasers
- Test page with Image Grid Children
- Test Onsite Link
- Test Off-site Link

Field Guide Association

The Link content type will allow you to place the node on the Field Guide group section. If you are adding the link to a group, travel to the collapsed Field Guide Association section make sure and select an icon to be displayed as well as choose the section you want to place it in. Additional information on the link icons is noted later in the manual.

▼ **Field Guide Association**

Related Field Guide Term

- Aquatic Invertebrates
- Birds
- Butterflies and Moths
- Fishes
- Habitats
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

If this node should be associated with a Field Guide Type. Choose any of the top level terms.

Field Guide Icon

Default ▼

About Birds in Missouri

About 350 Species of birds are likely to be seen in Missouri, though nearly 400 species have been recorded within our borders. There are about 10,000 species of birds in the world. Most people know a bird when they see one. It has feathers, wings and a bill. Birds are warm-blooded, and most species can fly. Many migrate hundreds or thousands of miles. Birds lay hard-shelled eggs (often in a nest), and the parents care for the young. Many communicate with special songs and calls.



Avoiding



How to Identify



Why Important



Management



Common Features



Watching [↗](#)



Feeding



Default

Natural Area

If you want to add a Natural Area, choose to add content in your Admin Nav Bar. Natural Areas that are tagged as public will be displayed at: [discover-nature/places/natural-areas](#)

If you want to add additional generic information to the Natural Areas menu, you can add the items as children of the above page.

Home > Discover Nature >

PLACES TO GO

- Natural Areas
- > Natural Areas Visitor Guidelines
- > Natural Areas Newsletter

TEST NATURAL AREA

Designated as a natural area since: 06/28/2015
Acreage: 125
County: Test County
Owner: Denise, 2nd Owner Name
Contact: Denise
Contact Phone: 651.365.7891



Ring-billed and herring gulls spend their winter at Long Branch Lake.

Matt Seek

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Maecenas est quam, ultrices id sem sit amet, interdum placerat est. Ut dictum congue ipsum in sollicitudin. Integer eleifend fermentum velit quis blandit. In pharetra metus a consequat dictum. Sed pretium ex dui, eu viverra massa imperdiet quis. Pellentesque aliquam sodales quam, quis auctor augue rhoncus vel. Nulla facilisi. Vestibulum lobortis non odio sit amet tristique. Vivamus gravida a turpis euismod scelerisque.

Sed ac sem et quam posuere aliquet et vel magna. Etiam varius dictum tellus in dapibus. Duis sodales massa id sapien tempus iaculis. Curabitur eget libero posuere, convallis ante eget, iaculis risus. Nunc vel magna lacinia, volutpat mauris ac, tristique justo. In vehicula nisi in malesuada vulputate. Sed scelerisque urna mauris, dictum convallis lacus ornare et. Maecenas sed erat mauris. Donec eget accumsan turpis. Fusce tincidunt euismod nisi, sed malesuada nibh suscipit quis. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Fusce egestas erat tellus, sed porttitor lorem elementum ac. Aliquam vitae nisi vehicula, consequat nunc ac, scelerisque sapien. In id ex velit.

Access Info

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Burnsville

Maps

[Map of Test Thing \(jpg, 416 KB\)](#)

[2nd Map of test thing \(jpg, 724 KB\)](#)

Links

[Test Link One](#)

[Test Link Two](#)



Here is my caption

Here is my credit



A Robin perches on a log with food in its mouth early in the morning at Forest Park in St. Louis, MO.

Noppadol Paothong

Related Content

[2015 Tobacco Attestation \(pdf, 274 KB\)](#)

[Test Area](#)
This is my subtitle

An admin view has been created for you to review/monitor/update the areas. This can be found in the content section in the Admin Nav Bar at: /admin/content/natural-area

Only the Natural Areas that are designated to be shown to the public will show up on the filter for end users at: /discover-nature/places/natural-areas

Natural Areas in Missouri

Filter by County **Search by Name**

Show all



Alley Spring
Designated as a natural area since: 04/20/2007
Acreage: 795.00
County: Shannon
Owner: National Park ServiceMDC
Contact: Ozark National Scenic Riverways, Missouri Department of Conservation – Ozark Regional Office
Contact Phone: 573-323-4236, 417-256-7161



Allred Lake
Designated as a natural area since: 02/25/1982
Acreage: 76.00
County: Butler
Owner: MDC
Contact: Missouri Department of Conservation – Southeast Regional Office
Contact Phone: 573-290-5730

Page

Pages should be used for structural parts of the website such as “About Us” or “Base pages”. Always check first if your content will fit into another content type before you use the page content type. Before adding a new page, verify in the content list that the page has not already been added. Travel to the area that you want to add a page and add it as a child of the node. If no parent is needed on the page, add it through your Admin Nav Bar.

You will have the option to have a full-width page, if desired, for situations such as a live camera or other feature that needs the full space and no sidebar items. If you choose the full-width option, menus and sidebar blocks will be removed and not be shown.

Standard page view:

TEST AREA

Test Webform Child

Default

Feeding

Why Important

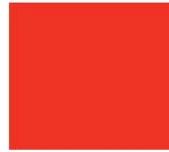
Test Page with Title
Grid Children

TEST AREA THIS IS MY SUBTITLE



Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam non dolor dolor. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nam iaculis vehicula rhoncus. Phasellus venenatis purus ultricies, ornare ligula non, consequat nisi. Vestibulum at facilisis odio, eget mattis nulla. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus eget ante id ipsum blandit sollicitudin ut vel nisi.

Aenean nisi massa, vehicula quis laoreet a, mattis non risus. Aenean sed arcu sed tellus dictum rutrum in sit amet massa. Pellentesque eleifend malesuada risus eget pretium. In finibus dui est, vitae volutpat libero rhoncus ut. Quisque odio neque, dapibus quis elit a, pellentesque sodales urna. Ut aliquam lacus quis pharetra dignissim. Nunc malesuada sem sed libero eleifend, sed tincidunt quam maximus. Integer egestas massa orci. Curabitur ex mi, tempor vitae eleifend et, blandit a neque. Donec quis tortor a ipsum aliquet ornare. Nunc luctus scelerisque eros id sollicitudin. Vivamus dignissim vitae urna a viverra. Sed ultricies nibh ut purus suscipit, ac lobortis quam lobortis.



__credit__

__caption__



Caption for the Detail Image 1

Credit for the Detail Image 1

Nam scelerisque leo mauris, quis tristique est cursus eu. Phasellus magna nunc, ornare eget pulvinar ut, condimentum ut enim. Mauris euismod elit eget est tempor, sit amet ornare lectus efficitur. Praesent id nibh nibh. Nam nulla leo, mattis dapibus sem in, interdum volutpat nibh. Praesent maximus nulla lectus, quis lobortis lacus eleifend quis. Vestibulum nisi diam, convallis eget enim non, pretium pellentesque nisi. Integer venenatis lorem id varius ultrices. Mauris mollis vitae tellus ac aliquet. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Pellentesque ultrices quam quam, molestie bibendum nisl consequat ac. Donec in maximus libero. Mauris id augue non purus posuere placerat in a lorem. Maecenas malesuada eu nisl ullamcorper dignissim. Nulla sed rhoncus diam. Phasellus bibendum a justo ut tristique.

Aliquam aliquam 

File Attachments

Test PDF (pdf, 19 KB)

Test Word Doc (doc, 22 KB)



Here is my caption



For two column width nodes, horizontal images will still work, but the proportion will be a bit different. Using an image that is 1000 X 500 pixels will fit the area nicely.

Full width page:

Home > Discover Nature >

FALL COLORS



Predicting the peak of fall color can be difficult. Missouri is blessed with a great variety of trees, shrubs, and vines. Their leaves turn at different times, so Missourians enjoy a fall color season that may last four to six weeks. Sassafras, sumac, and Virginia creeper are some of the earliest to change, beginning in mid-September. By late September, black gum, bittersweet, and dogwood are turning.

The peak of fall color in Missouri is usually around mid-October. This is when maples, ashes, oaks, and hickories are at the height of their fall display. Normally by late October, the colors are fading and the leaves beginning to drop from the trees.

The progression of color change starts earliest in north Missouri and moves southward across the state. Generally, the color change is predictable, but it can vary from year to year. Much depends on the weather.

WHERE'S THE BEST PLACE?

You can enjoy Missouri's fall color almost anywhere.

- For spectacular vistas, choose routes along rivers with views of forested bluffs, and along ridges with sweeping scenes of forested landscapes.
- On a smaller scale, drive on back roads, hike, or take a float trip under a colorful forest canopy on a clear, blue-sky day. Visit [MDC Conservation Areas](#) and [Missouri State Parks](#).
- Even treeless areas, such as prairies and roadsides, display beautiful shades of gold, purple, olive, and auburn with autumn wildflowers, shrubs, and curing, rustling grasses.
- If you can't get out of town, enjoy places with mature trees, such as older neighborhoods, parks, and even cemeteries.

Follow the show of Missouri's fall color, and find events on your route

[Download the Missouri Fall Colors application](#) for iOS and Android. This free app lets you browse scenes from around the state, navigate to them, and share your pics.

The [Missouri Division of Tourism's online calendar](#) is packed with events happening all across Missouri this fall. Find those along your preferred routes.

Video: [Why leaves change color](#)



Here is my caption that's fairly lengthy to see what it looks like at mobile widths.

Here is my credit



Here is my caption

Here is my Credit



Ancient Cypress

For full page width nodes, we recommend adding images that are horizontal in nature. Using an image that is 1000 X 300 pixels will fit the area nicely. The above example is not the correct size – but shows how a page changes when you choose the full-width option in the edit screen of the node.

Field Guide Association

The Page content type will allow you to place the node on the Field Guide group section. If you are adding the node to a group, travel to the collapsed Field Guide Association section make sure and select an icon to be displayed as well as choose the section you want to place it in. Additional information on the link icons is noted later in the manual.

▼ **Field Guide Association**

Related Field Guide Term

- Aquatic Invertebrates
- Birds
- Butterflies and Moths
- Fishes
- Habitats
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

If this node should be associated with a Field Guide Type. Choose any of the top level terms.

Field Guide Icon

Default ▼

About Birds in Missouri

About 350 Species of birds are likely to be seen in Missouri, though nearly 400 species have been recorded within our borders. There are about 10,000 species of birds in the world. Most people know a bird when they see one. It has feathers, wings and a bill. Birds are warm-blooded, and most species can fly. Many migrate hundreds or thousands of miles. Birds lay hard-shelled eggs (often in a nest), and the parents care for the young. Many communicate with special songs and calls.

-  **Avoiding**
-  **How to Identify**
-  **Why Important**
-  **Management**
-  **Common Features**
-  **Watching [↗](#)**
-  **Feeding**
-  **Default**

Block References

The Page content type allows you to embed blocks in to specific areas within the node.

The Block Embed option will allow you to select blocks and blocks from views and place the items under the main content but above the In This section.

The Block Reference option will place the selected blocks and blocks from views between the In This Section and the Related Content area.

Any blocks that should be placed under the Related Content area can be placed on the block page. Do not enable any blocks that you are embedding on the block page as choosing it through this field will place it and adding it in both places will add double blocks.

Recipes

To add a recipe, use the add content link in your admin nav bar. Recipes will automatically show up in the recipes section and be filtered by the classifications that you select when adding/editing the node. /discover-nature/recipes/all

Home > Discover Nature >

RECIPES

All

- Appetizer
- Breakfast
- Soups, Salads & Sidedishes
- Main Entree
- Camping Recipes
- Desserts
- Sauces & Preserves

RECIPES

WILD EDIBLES & GAME

You had fun hunting, catching or gathering your quarry—now have more fun cooking and eating it. Browse recipes for Missouri's wild game and edibles.

Filter by Main Ingredient

Show all

Wild Edibles of Missouri

Jan Phillips' award-winning book was published in 1979 and is now out of print. We've preserved it here as a set of PDFs. Download all 21 to learn how to turn wild Missouri plants into biscuits, fritters, jellies, juices, pancakes, pies, salads, soups, wines and more. Color illustrations help you identify plants that are poisonous or have poisonous parts.

Desserts

4-Layer Persimmon Spice Cake

Learn how to make a persimmon spice cake with this recipe.



A Test Recipe

Main Entrée

Almond Turkey Bake

Jazz up basic turkey pot pie with this recipe.

Camping Recipes Main Entrée

Asian Carp on a Stick

Fire up the grill, whip up a spicy marinade, and turn invasive but tasty Asian carp — a big threat to Missouri's waters — into your go-to

Camping Recipes Main Entrée

Barbecued Wild Turkey I

Learn how to grill strips of marinated wild turkey with this recipe.

Camping Recipes Main Entrée

Barbecued Wild Turkey II

Learn how to make and use this savory, spicy barbecue sauce the next time you grill a wild turkey.

Note that if an image is entered, this will be displayed. If an image is not uploaded, the teaser text and type of recipe will be shown.

RECIPES

All

Appetizer

Breakfast

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Wild Edibles of Missouri

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Preparing Fish

It's good to follow rules when preparing fish. [Learn more](#)

A TEST RECIPE

Soups Salads & Sidedishes
Preserves & Sauces

- 3 c. onions, white or yellow
- 1 c. green onions
- ½ stick butter
- 1 c. chopped fresh parsley
- 1 tsp. dried oregano
- 2 lbs. crawfish tails
- 2 tsp. lemon juice ½ tsp. cayenne or
- 1 T. soy sauce
- Tabasco sauce
- 2 tsp. minced garlic
- Salt to taste



Here is my caption

Here is my credit

Saute onions and parsley in butter.

Add oregano, lemon juice, soy sauce and garlic. Cook for 10 minutes, until onions are clear.

Add crawfish and cayenne or Tabasco. Cover, reducing heat to "low" and simmer 30 to 45 minutes.

Serve over white rice and garnish with fresh parsley or spearmint. Salt to taste.



[This is a download on the recipe \(pdf, 19 KB\)](#)

[Here is another download \(doc, 22 KB\)](#)

Note that you can easily embed videos onto the node, if desired.

At the bottom of the page will be listing of other recipes that they can review. This is completed automatically. It pulls in 10 other recipes also tagged with the same main ingredient.

You may also like



A Test Recipe

Soups Salads & Sidedishes
Preserves & Sauces

Asian Carp on a Stick

Camping Recipes
Main Entrée

Webform

Create a new form or questionnaire accessible to users. Submission results and statistics are recorded and accessible to privileged users. Travel to the area that you want to add a webform and add it as a child of the node.

TEST WEBFORM CHILD

HERE IS A SUBTITLE

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam non dolor dolor. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nam iaculis vehicula rhoncus.

Phasellus venenatis purus ultricies, ornare ligula non, consequat nisi. Vestibulum at facilisis odio, eget mattis nulla. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus eget ante id ipsum blandit sollicitudin ut vel nisi. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam non dolor dolor. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nam iaculis vehicula rhoncus.



Here is my caption

Here is my Credit

Information

Name

Your email

Subject

option 1

option 2

option 3

Here is a description

Comment

Here is a description

Test Fieldset

Item 1

Here is a description

Item 2

Field Upload

No file chosen

Here is a description
Files must be less than **2 MB**.
Allowed file types: **gif jpg png**.

The Content Edit Screen

Once you select an existing content item to edit or create a new item, you will enter the information you want using the edit screen. Below is information on fields that are used on different content types. Some fields are not addressed as they are self-explanatory in the edit screen.

Titles

(used and required in all content types)

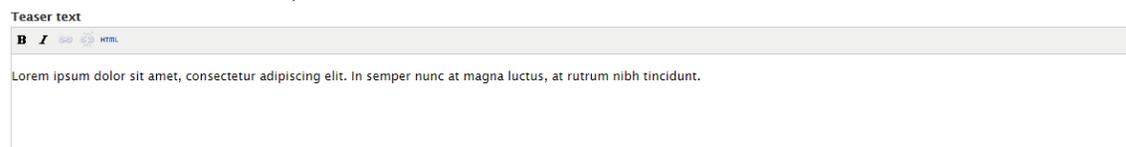
Titles are used to create the URL's, the page titles, filters and the title placed into the node reference fields throughout the sites edit screens.

Some content types also have subtitle fields.

Teaser & Thumbnail Images

Teasers are an important part of leading visitors through your site. They give the visitor an idea of what is on a node before they click on it to learn more. Teaser text will only show up in certain children views. **Don't add images, links, bolding, ads, or italics to a teaser.** The point of a teaser is to quickly and clearly convey what's on a page. Extra formatting and links can confuse the issue. Additional teaser information can be found in the Style Guide. If there is no teaser field on a content type, you can add summary text to be used in teaser areas, if desired.

Teaser text



Lorem ipsum dolor sit amet, consectetur adipiscing elit. In semper nunc at magna luctus, at rutrum nibh tincidunt.

The thumbnail is the image that will show up in certain children views and lead site users to the full node. With thumbnail images as well as all other images uploaded through the image fields in the content types, once uploaded you should add Alt text for screen readers, search engines, or when the image cannot be loaded. This should be a short description of the image. You can also add a Credit or caption for image fields that will be shown on the detail page under the image. If a teaser view requires a thumbnail image and one is not uploaded, the view will show a default thumbnail. Note that other fields will be shown when you add images. You should fill out all the information as well as determine if it should be shown in the media gallery as the image may be used in other situations and all the information will be shared wherever the image is used and shown.

Text Fields (& Body text)

Body text is typically the full information that you are sharing with your end users.

Typically these text fields will have the WYSIWYG editing tool shown below.

Additional information on using the WYSIWYG can be found in the Drupal Tips link in your Admin Nav bar and in the section later in this manual.

Some text fields will be plain text and not allow any formatting.

Subtitle

Here is My Subtitle on a Page

Some text fields will only allow limited HTML

Teaser



Some text fields will allow full HTML



Images

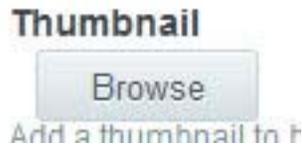
(used in multiple content types)

There are multiple image field uploads including thumbnails which were discussed previously. When added through these image upload fields, the images will scale and crop to specific sizes that fit the theme of each content type. Typically the images will crop to center, so it is best to keep this in mind when creating or uploading images.

With all images uploaded through the image fields in the content types, once uploaded you should add Alt text for screen readers, search engines, or when the image cannot be loaded. This should be a short description of the image.

As images can be shared through-out the site. You should fill out all the information as well as determine if it should be shown in the media gallery as the image may be used in other situations and all the information will be shared wherever the image is used and shown.

When using the Image field, click on the browse button below the field name:



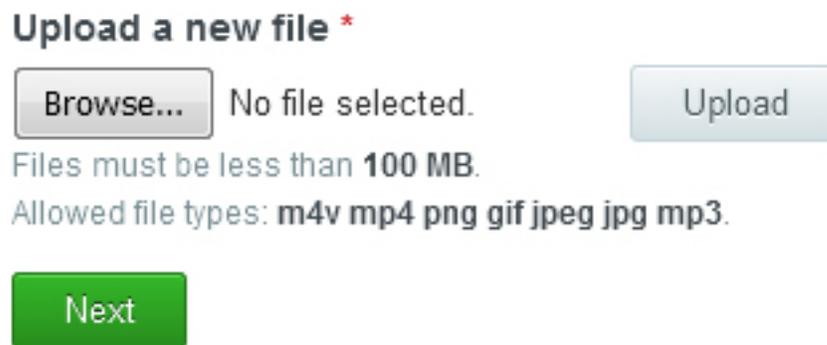
In different situations, you will have options to upload a new image, upload a video/audio **OR** use an existing one.



Uploads

Upload option:

Choose to Browse and upload the file, choose next



Enter in all the information desired on the image/video/audio. The Name should be descriptive of the media item so you can find it easier at a later date. Once complete, hit save. The title field and Name field can be the same text – but used differently throughout the site.

Image Fields:

Name *

mdc_block_hue.jpg

Title Text

This is the Title used for the Media Gallery

Title text is used in the tool tip when a user hovers their mouse over the image. /

Alt Text

Add Alt Text

Alternative text is used by screen readers, search engines, and when the image

Caption

Here is my caption

Credit

Here is my Credit

Teaser

Rich text editor toolbar with icons for undo, redo, link, unlink, bold, italic, underline, and list. The text area contains "Here is my teaser text". The bottom status bar shows "body p".

[Switch to plain text editor](#)

- Lines and paragraphs break automatically.

Sharing Rights

- N/A
- yes
- no

Is this image allowed to be shared?

Remove from Media Gallery

Audio Fields:

Name *

Change to the Name describing this audio

Title Text

Add the Title Text to be displayed in the Media Gallery

Teaser

Add Teaser Text

Below add - an image to be tied to the audio or choose an existing image

Image

Browse

Caption

Add Audio Caption

Credit

Add Audio Credit

Remove from Media Gallery

Video Fields: (This is only for uploaded videos and not for videos being pulled from Youtube or Vimeo – those would be handled in the Web tab)

Name *

Title Text

Alt Text

Caption

Image
Only add an image for uploaded video.

Closed Caption No file selected.
Upload .srt or .xml ("timed text XML," ttXML) captions file
Files must be less than **100 MB**.
Allowed file types: **srt xml**.

Remove from Media Gallery

Web/YouTube or Vimeo videos

To add a video from YouTube or Vimeo, enter the Web tab (upper right hand side) after hitting the browse button. Enter in the link to the video. **Note that only videos that are allowed to be shared should be placed on the site.** When adding a private video, errors will over on the site and create issues with loading pages.

File URL or media resource *

Enter a URL to a file or media resource. Many media providers also support identifying media via the embed code used to embed the media into external websites.
Supported internet media providers: **YouTube Vimeo**.

Once you hit next, enter in all the information desired. Do NOT upload an image as this will pull automatically from the source.

Name *

Title Text

Alt Text

Caption

Image

Only add an image for uploaded video.

Closed Caption No file selected.

Upload .srt or .xml ("timed text XML," ttXML) captions file
 Files must be less than **100 MB**.
 Allowed file types: **srt xml**.

Remove from Media Gallery

Library

To choose an existing image, change the tab to Library (upper right hand side) after hitting the browse button

Look through the images and choose the image you desire OR filter by file name, caption or other option.

File name Filter by Caption Filter by Title Text Type Sort by Order

Show all Upload date Desc

 Bolmer Forestry Office	 Colman Memorial CA	 [Official Video] Say Something - Patsy Cline & Christina Aguilera Cover	 Boiling Spring Access	 Cole County (Jayce Park Lake)	 Boast (Lois Arnes Outdoor Educ Area)	 Coldwater CA	 Coldwater Access	 Bluffswoods CA	 Blue Springs Creek CA	 Blue Springs Lake Remembrance	 Blue Lick CA	 Ewing (EWS) Lake CA
 Engelmann Woods NA	 Empire Boat Ramp	 Blind Perry Lake CA	 Empire Dist Electric Co. Entrance	 Empire District Electric Co.	 Blair Bridge Access	 Blackwater Bridge Access	 Elnsie Mem CA	 Blackjack Access	 Edmonson Access	 Eck Peter A CA	 Earthquake Hollow CA	 Black Hawk Access
 Eagle Bluff CA Morning	 Eagle Bluff CA	 Sibbern Bottoms CA	 Bismarck CA	 Birkong CA	 Birch Creek CA	 Binder CL	 Bibby Ranch CA	 Clifty Creek CA	 Clement (RF) Men Forest WA	 Clearwater Lake MI	 Clearwater CA	 Clear Creek CA
 Clarksville Riverfront Park	 Christie (James D) CA	 DuPont Reservoir CA	 Dunn Ford Access	 Chouteau Claim Access	 Chouteau Claim Access	 Chloe Loury Marsh MI	 Drywood CA	 Big John access	 Chesapeake Fish Hatchery	 Drovers Prairie CA	 Cherry Corner Access	 Big Creek CA

Displaying 1 - 52 of 14265

1 2 3 4 5 6 7 8 9 ... next last »

Once you select the image (click on it), travel to the bottom of the page and hit submit:



Submit

Once the image is in the field, you can edit the information. Note this will be changed everywhere the image is used, except in the body areas of the text.

Thumbnail



Banner Images

Banner Images are not part of the media library and will need to be uploaded each time. For full page width nodes, we recommend adding images that are horizontal in nature. Using an image that is 1000 X 300 pixels will fit the area nicely.



For two column width nodes, horizontal images will still work, but the proportion will be a bit different. Using an image that is 1000 X 500 pixels will fit the area nicely.

TEST PAGE HERE IS MY SUBTITLE



Here is a Banner Image Caption

Detail page images

Will scale to 300 pixels in width with variable height.

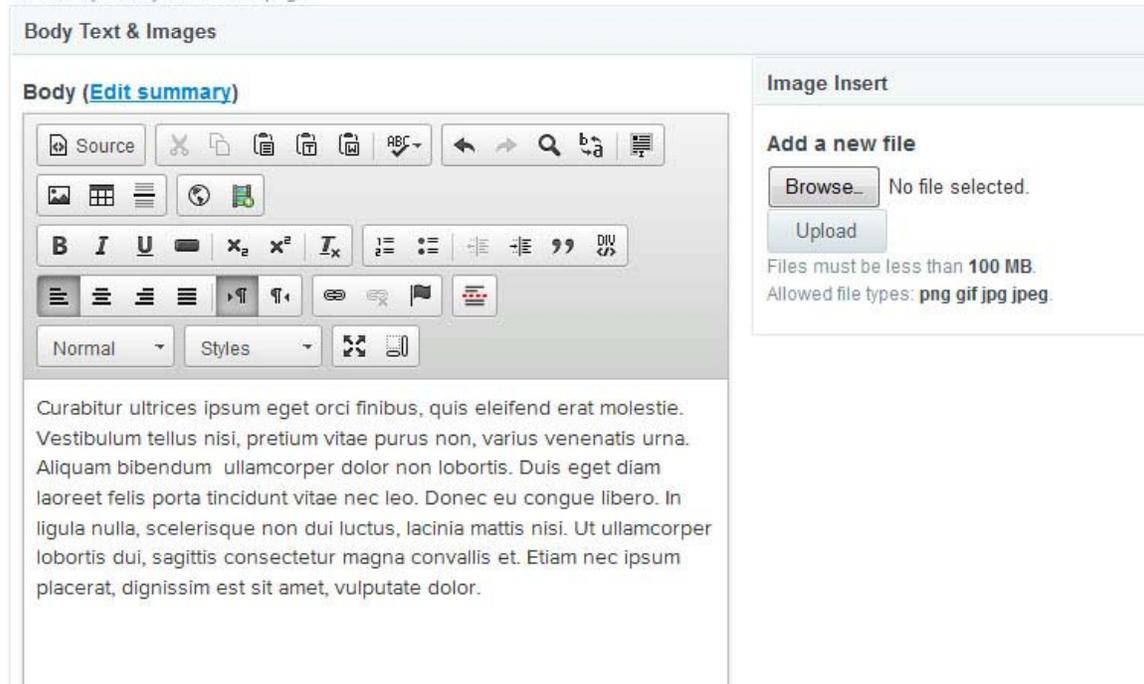


Caption for the Detail Image 1

Credit for the Detail Image 1

Body Text Images

You can insert images within the body text field by using the Image insert field displayed next to the body text area in the edit nodes. Images that are entered this way will become a part of the media options elsewhere but cannot be used in the insert function.



The screenshot displays a user interface for editing body text and images. The main window is titled "Body Text & Images" and contains a rich text editor. The editor's toolbar includes options for source, copy, paste, undo, redo, search, and list. Below the toolbar are buttons for bold, italic, underline, strikethrough, subscript, and superscript, along with alignment and indentation tools. The text area contains several lines of placeholder text: "Curabitur ultrices ipsum eget orci finibus, quis eleifend erat molestie. Vestibulum tellus nisi, pretium vitae purus non, varius venenatis urna. Aliquam bibendum ullamcorper dolor non lobortis. Duis eget diam laoreet felis porta tincidunt vitae nec leo. Donec eu congue libero. In ligula nulla, scelerisque non dui luctus, lacinia mattis nisi. Ut ullamcorper lobortis dui, sagittis consectetur magna convallis et. Etiam nec ipsum placerat, dignissim est sit amet, vulputate dolor."

To the right of the editor is a sidebar titled "Image Insert". It features a section "Add a new file" with a "Browse..." button and the text "No file selected." Below this is an "Upload" button. At the bottom of the sidebar, it states "Files must be less than 100 MB." and "Allowed file types: png gif jpg jpeg."

Browse and upload the image that you wish to add to the body text area. Once uploaded – add alt text, Caption and Credit, etc. This will be part of the Media options. If this text is edited in the Media module, it will not change it to the image used in the body text area, only when used in the file upload fields.

File information	Operations
+	
	
 testforest.jpg (750.66 KB)	
Style: Colorbox Float Right: 150px ▼	<input type="button" value="Insert"/>
Title Text	
<input type="text"/>	
Title text is used in the tool tip when a user hovers their mouse over the image. Adding title text makes it easier to understand the context of an image and improves usability.	
Alt Text	
<input type="text"/>	<input type="button" value="Remove"/>
Alternative text is used by screen readers, search engines, and when the image cannot be loaded. By adding alt text you improve accessibility and search engine optimization.	
Caption	
<input type="text"/>	
Credit	
<input type="text"/>	
Sharing Rights	
<input type="radio"/> N/A <input type="radio"/> yes <input checked="" type="radio"/> no	
Is this image allowed to be shared?	
<input type="checkbox"/> Remove from Media Gallery	

Place your cursor where you want to add the image within the body text area. Choose the location and size that you would like the image

Colorbox Float Right: 150px ▼

Centered Full

Colorbox Float Left: 150px

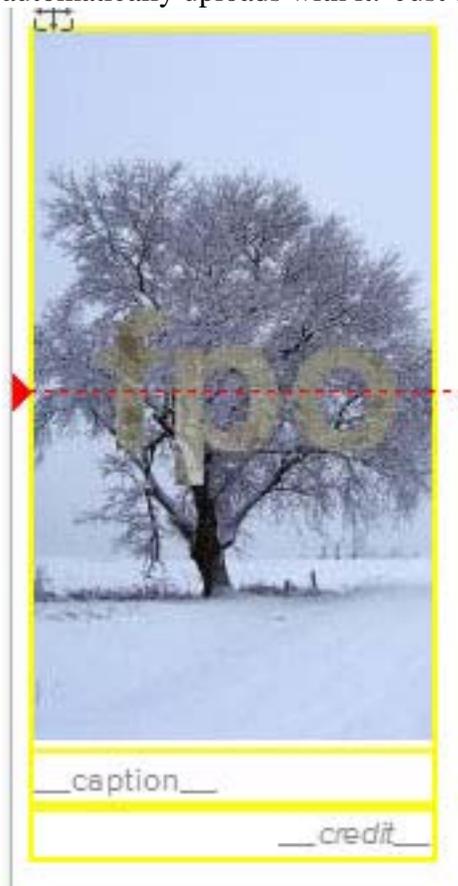
Colorbox Float Left: 300px

Colorbox Float Right: 150px

Colorbox Float Right: 300px

aption Here

Note if you don't add Caption and Credit, you will need to remove the text that automatically uploads with it. Just delete the text within the body text area.



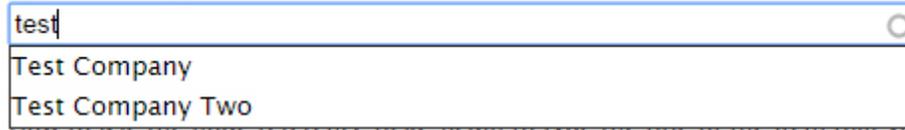
Related Content (Node & Term reference fields)

Within different Content Types, you will be able to select related nodes/taxonomies in order to tie items together. Each field is a bit different, but this explains how to use these node reference fields in order to select items correctly.

Node Reference:

Start to type the title (uses the title from the title field) of the item that you want to relate in the text box. All items that are the specific content type allowed in the field and created on the site will start to autofill. As you type more letters, the list will narrow. Travel to the correct selection and choose to insert it in the box.

Sponsored by



A screenshot of a text input field with the text "test" inside. Below the input field, a dropdown menu is open, showing two options: "Test Company" and "Test Company Two".

The field is a node reference field that will display any of the nodes that has been created on the site and allowed to be referenced. If you desire to have an item show up that isn't currently being displayed, you must enter them in as the specific content type. Simply open up another tab and choose to create the new item from the Create Content in your Admin Nav bar. Once it is submitted, it will become available in the node reference field. If you are not sure if the Item has already been entered, refer to the content list which can be found in your Admin Nav bar.

When you have chosen correctly, a Node ID will be displayed behind the title (nid:201175). This is for internal use only and will not be visible by site users.

Sponsored by



A screenshot of a text input field containing the text "Test Company [nid:201175]". A small circular icon is visible on the right side of the field.

In some cases, terms may be used so many times and Drupal Core only allows 10 items to be displayed in node references. You can always simply add the node number in the following format of the item that you want to reference and once the node is saved, the node id will be displayed.

Use the following format: [nid:47] directly into the field (note only nid's that are allowed will show up once the node is submitted)



A screenshot of a "Related Content" field. It features a light blue header with the text "Related Content". Below the header, there are two input boxes. The first box contains the text "[nid:47]" and has a small circular icon on the right. The second box is empty and also has a small circular icon on the right. A plus sign icon is visible to the left of each input box.

End Users will see:



A screenshot of the final rendered "Related Content" block. It has a light beige background and a dark brown header with the text "Related Content". Below the header, there are three columns of content. The first column contains the text "American Toad Test Page" and "Here is My Subtitle on a Page". The second column contains the text "Deer" and "Hunting". The third column contains the text "Deer Diseases & Parasites". At the bottom of the block, there is a link "Test Off-site Link" with an external link icon.

Term Reference:

The options are based on the Vocabularies and the options within them. If additional options are needed, they can be added to the Taxonomy vocabulary. Additional information on adding and editing the terms is listed separately in the manual.

Select Lists

Some content types will have lists that you will use to select specific information for the node. This could be used simply to have it be displayed on the detail page, placed in a category/location or used in a filter. Some lists will be single select and some will allow multiple selections. Examples of these fields are below.

Multiple Select Lists:

Choose the items that you want selected and use the green and red arrows in the center to add or remove them.

Safety Concerns:

Available Options:

- All Plants
- Edible
- Poisonous
- Skin irritating
- Thorny
- Animals
- Venomous
- Mushrooms
- Edible
- Not recommended/not edible



Selected Options:

FG Types

- Aquatic Invertebrates
- Habitats
- Birds
- Butterflies and Moths
- Fishes
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

Do NOT choose Habitats until Chris Cloyd says that the Habitat section is ready for publishing. Open the section and choose the Field Guide types that the field guide entry should be associated with.

Body of Water

- City Lake or Pond
- Reservoir/Large Lake
- River/Stream
- Trout Park

Counties

A dropdown menu showing a list of counties. The visible items are Barry, Barton, Bates, and Benton. 'Barton' is highlighted in blue.

Single Select Lists:

A 'Valid Thru' dropdown menu. The selected year is 2015. The dropdown list shows years from 2012 to 2018, with 2015 highlighted.

Tags

- N/A
- Game
- Non-Game

If the species is a fish - select if it is a Game or Non-Game fish.

Date

Most date fields default to today's date when you create a new item. If you want it to be a different date, simply change it using the format shown or use the popup calendar to choose the date.

A date field showing '04/15/2014'. Below the field is a calendar popup for April 2014. The date 15 (Friday) is selected.

SU	MO	TU	WE	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Link Fields

(used in multiple content types)

Link fields will vary depending on the specific field in each content type, but the same rules will apply to all.

To link to a page within the site, enter the full path, excluding the domain root (i.e.: **contact-us** instead of **http://website.com/contact-us**). To link to an external page, use the entire URL (i.e.: **http://www.google.com/research**). Links to the other mdc sites need the full URL's added.

THIS IS ESPECIALLY IMPORTANT TO USE WHILE WORKING ON THE DEV SITE!

If the link field includes a title input field, add the title that you would like displayed to your end Users.

Speaker Name	Title	URL
	<input type="text" value="Denise Beyer"/>	<input type="text" value="http://www.gortonstudios.com"/>

The link title is limited to 128 characters maximum.

Enter in the name of the speaker and add a link to additional information or a bio.

Direct Link

This is a link where a title is not needed.

To link to a page within the site, enter the full path, excluding the domain root (i.e.: **contact-us** instead of **http://website.com/contact-us**). To link to an external page, use the entire URL (i.e.: **http://www.google.com/research**).

Example:

Company URL

To link to an external page, use the entire URL (i.e.: **http://www.website.org**).

File Attachments

We recommend that before you upload a file, that it be named without any spaces.

Example: In place of: 2011-2012 budget.pdf use 2011-2012_budget.pdf. End users may still be using a browser that would have an issue with the space in the title.

Upload any file(s) that you want on the node that are listed as allowed file types. Once added, enter in the title of the document that will be displayed to end users. The type and size are generated automatically.

File Attachments

Upload any file attachments.

If you are going to link to it through the body text and do not want the file to show up, simply uncheck the display box next to the file.

The link you should use within the body text should be: `/sites/default/files/public/downloads/file name here.ext`

[Show row weights](#)

File information	Display	Operations
+  Test PDF.pdf (19.13 KB) Description <input type="text" value="Here is a PDF"/> <small>The description may be used as the label of the link to the file.</small>	<input checked="" type="checkbox"/>	<input type="button" value="Remove"/>
+  Test Word Doc.doc (21.5 KB) Description <input type="text" value="Test Word Doc"/> <small>The description may be used as the label of the link to the file.</small>	<input checked="" type="checkbox"/>	<input type="button" value="Remove"/>

What end users will see:

File Attachments:
[Here is a PDF](#) (pdf, 19 KB)
[Test Word Doc](#) (doc, 22 KB)

If you are going to be linking to a file in the body text on the node and do not want the file to be shown below, simply uncheck the display option and the file will not be displayed. You can then place a link into the body text using the following URL patterns:

- Conservation Area:
`/sites/default/files/downloads/conservation-areas/file name here.ext`
- Natural Area:
`/sites/default/files/downloads/natural-areas/file name here.ext`
- Page:
`/sites/default/files//downloads/page/file name here.ext`
- Recipes:
`/sites/default/files/downloads/recipe/file name here.ext`

Some file upload fields are singular and so once uploaded will be shown based on the site theme.

Download Now

No file chosen

Files must be less than **100 MB**.
 Allowed file types: **flv avi mp4 mov ogg mpeg**.

Download Now

 [test_countdown-w-sound-640x480_0-2.mp4](#) (741.96 KB)

Lat / Long (Geofield)

The lat and long addresses are used to provide maps on the detail page as well as the Conservation Area mapping on the Places to Go.

Latitude / Longitude

Latitude / Longitude

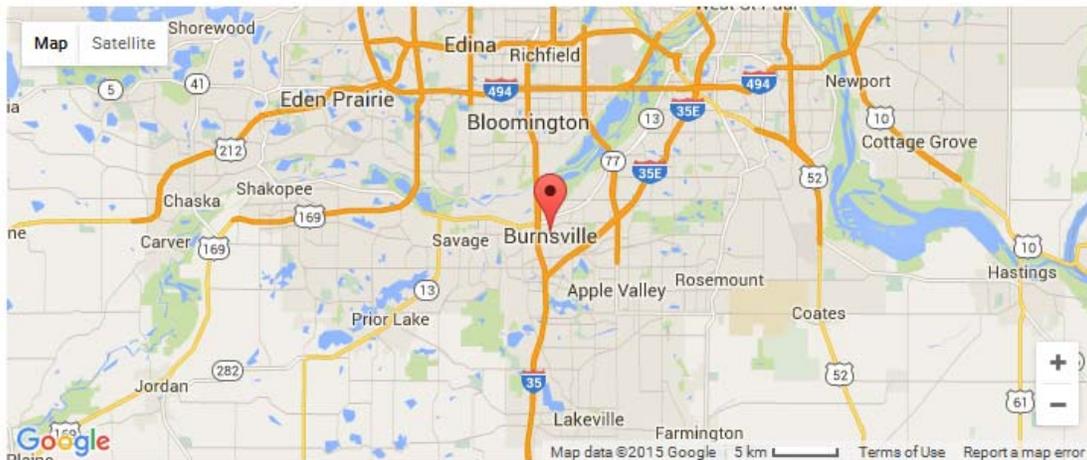
Latitude

44.7677424

Longitude

-93.2777226

This information will also be used for creating the map. The city listed under the map (Burnsville) is a text field as some areas may be in more than one city or add a county.



Burnsville

Field Collections

On the Feature content type, field collections are used that will allow you to set up groups of items on the node or make selections for specific areas. These consist of multiple fields that allow you to add text, items as desired.

Super Title

The Turkey Outlook for this Spring

Add a feature title to be displayed if no thumbnail image has been entered in to the node referenced below.

Image

Browse

Teaser

B I     

Despite poor hatches from 2007 to 2010, production in three of the last four years has improved enough to stabilize turkey numbers throughout much of the state. Because of Missouri's diverse landscape, however, turkey population trends often vary regional

body p

[Switch to plain text editor](#)

- Lines and paragraphs break automatically.

[? More information about text formats](#)

Call to Action text

2015 Turkey Outlook

Call to Action URL

hunting-trapping/species/turkey/turkey-harvest-reports/2015-turkey-c

Add a URL for where the item should link to.

Note the variations of what you enter will be displayed:

<p>THE TURKEY OUTLOOK FOR THIS SPRING</p> <hr/> <p>2015 Turkey Outlook</p> <p>Despite poor hatches from 2007 to 2010, production in three of the last four years has improved enough to stabilize turkey numbers throughout much of the state. Because of Missouri's diverse landscape, however, turkey population trends often vary regional</p>	 <p>Learn more about Turkeys</p> <p>Comprehensive guide to turkey hunting</p>	<p>TELECHECK AND TURKEY REGULATIONS FOR SPRING</p>  <p>Regulations</p> <p>Complete telecheck and regulations information</p>	<p>LEARN ABOUT TRAPPING</p> <hr/> <p>How Do I Get Started Furbearer Trapping For Sport?</p> <p>Knowledge and tools for getting started</p>
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Editing Tool Notes specific to your site

Small Tables

To tighten up tables, you can also use the small table style.

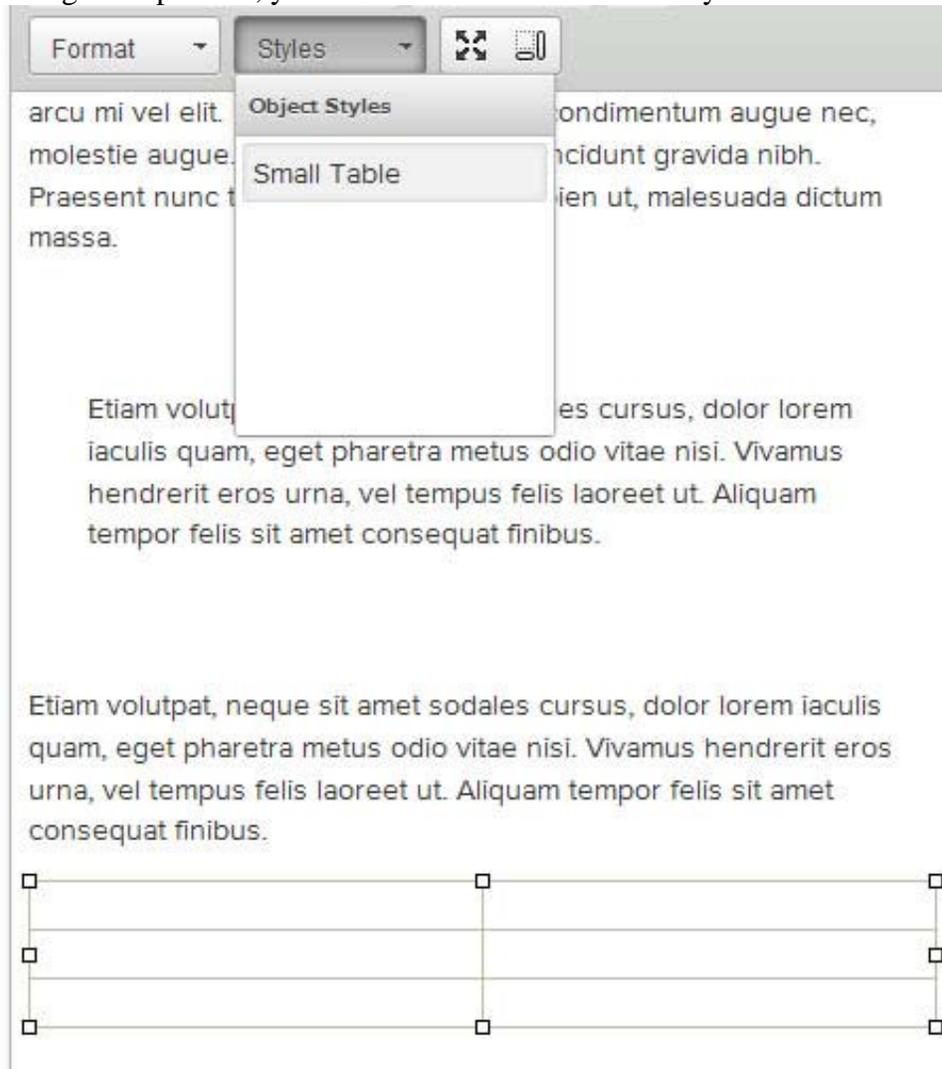


Table Tips

You should format the table borders in Word before copying the table to the website. When you create a table in word, you see the table grid, but it might not show up or print in other formats unless you change the setting.

- Select the entire table in the word document.
- Right click and select "Table Properties" from the drop down menu.
- Click the "Borders and Shading" tab in the Table Properties menu.
- Select "all" under "setting", a solid line under "style" and black (or whatever it should be) under "color."
- Hit OK.
- Copy the table into the way you normally would.

Also, if you've already brought the table into the website, and you find it has no borders - and you would just like to have a simple line border, you can do the following:

Click on "Disable rich-text"

Look for the table definition. It looks like this:

```
<table border="0" cellspacing="0" cellpadding="0"><tbody>...
```

Change the first "0" to a "1" so it looks like this:

```
<table border="1" cellspacing="0" cellpadding="0"><tbody>...
```

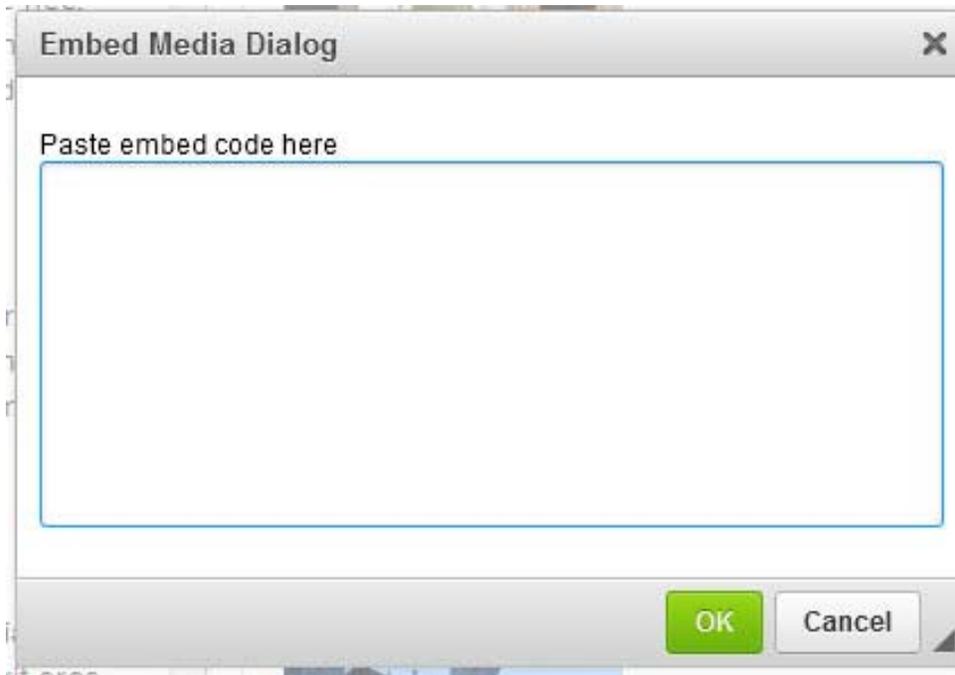
Click on "Enable rich-text"

Video Embed Field

Use the embed button to easily add YouTube and Video Embed codes and not have an editing tool that tries to strip out misc. code. Place your cursor where you want to add the video and then click on the embed button.



Insert the embed code and hit ok.

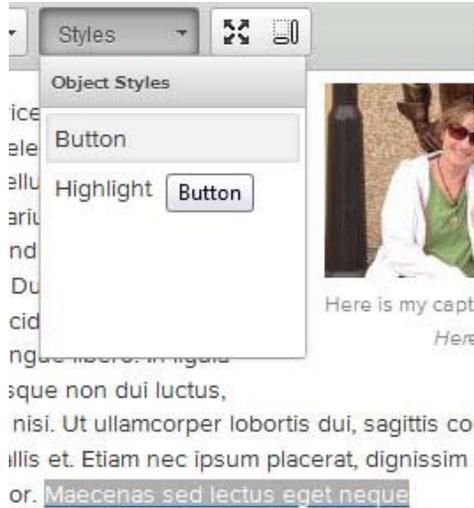


There is also an embed field area on certain content types to also be able to add items easily to those nodes. Videos can also be added to the media area on some content types.

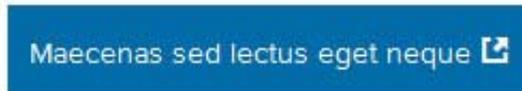
Button Class

If you want to add a call to action button, enter in the text and link the text to the URL desired. Highlight the link and within the styles section, you will have the option to

create a button.

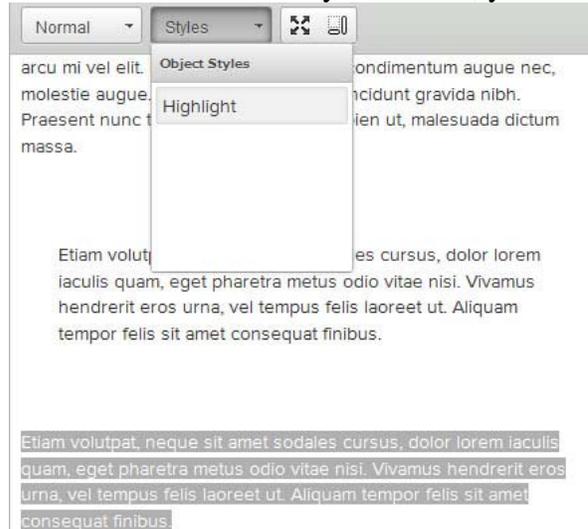


End users will see:



Highlight

If you want to add a highlighted area to the body text area, enter in the text. Highlight the text and within the styles section, you will have the option to highlight the area.



End users will see:



Saving in Drupal

Always SAVE before moving away from a node. **NOTHING IS SAVED UNTIL YOU PRESS THE SAVE BUTTON.**

Events

The events pull from Kevin's module. A view has been set up that is used to pull events in and are placed as blocks through-out the site. The view can be found at: http://dev-mo-nature.pantheon.io/admin/structure/views/view/mdc_events/edit.

Blocks are created by cloning a display in the Events view and making all necessary changes to the items for the display.

This will create a block which can then be placed by the block location on the block admin page or in a Block reference field as noted below. Note that in order for the collapse functionality to work on the new block, verify that the following class (field-hide) has been added to the Description and Reservation fields.

Reservation Field Settings:

Configure field: MDC Events: Reservations End Date

For: This block (override)

UTC: Friday, November 13, 2015 - 18:31 +0000

Timezone to be used for date output.

▼ Style settings

Customize field HTML

Customize label HTML

Customize field and label wrapper HTML

Wrapper HTML element

STRONG

Choose the HTML element to wrap around this field and label, e.g. H1, H2, etc. This may not be used if the field and label are not rendered together, such as with a table.

Create a CSS class

CSS class

field-hide

You may use token substitutions from the rewriting section in this class.

Add default classes

Use default Views classes to identify the field, field label and field content.

► Rewrite results

► No results behavior

► More

Apply (this display) Cancel Remove

Description Field Settings:

Configure field: MDC Events: Description

For

Create a label
Enable to create a label for this field.

Exclude from display
Enable to load this field as hidden. Often used to group fields, or to use as token in another field.

▼ Style settings

Customize field HTML

Customize label HTML

Customize field and label wrapper HTML

Wrapper HTML element

Choose the HTML element to wrap around this field and label, e.g. H1, H2, etc. This may not be used if the field and label are not rendered together, such as with a table.

Create a CSS class

CSS class

You may use token substitutions from the rewriting section in this class.

Add default classes
Use default Views classes to identify the field, field label and field content.

▶ No results behavior

See Also block

See Also

	Snowberry Clearwing <i>Hemaris diffinis</i>		Virginia Creeper Sphinx (Hog Sphinx) <i>Darapsa myron</i>
	White-Lined Sphinx <i>Hyles lineata</i>		Pawpaw <i>Asimina triloba</i>
	Tricolored Bat (Eastern Pipistrelle) <i>Perimyotis subflavus</i> (formerly <i>Pipistrellus subflavus</i>)		Gray Myotis (Gray Bat) <i>Myotis grisescens</i>
	Indiana Myotis (Indiana Bat) <i>Myotis sodalis</i>		Little Brown Myotis (Little Brown Bat) <i>Myotis lucifugus</i>

Any field guide entry can be added to the top level sections for “commonly misidentified” items in the See Also section. These selections should be chosen within the vocabulary: Field Guide Types and should only be added to the top level items.
</admin/structure/taxonomy/types>

About [species] in Missouri blocks

About Birds in Missouri

About 350 Species of birds are likely to be seen in Missouri, though nearly 400 species have been recorded within our borders. There are about 10,000 species of birds in the world. Most people know a bird when they see one. It has feathers, wings and a bill. Birds are warm-blooded, and most species can fly. Many migrate hundreds or thousands of miles. Birds lay hard-shelled eggs (often in a nest), and the parents care for the young. Many communicate with special songs and calls.

 Avoiding	 How to Identify
 Why Important	 Management
 Common Features	 Watching ↗
 Feeding	 Default

Any download, link or page can be added to the section. If the content is already created, you can travel to the link or page and enter the edit screen. Once in there, travel down to the collapsed “Field Guide Association section” and choose the section that you want it placed into as well as the icon that you want displayed. Otherwise – you can pick these items as well when creating new link or page content. The selections are all displayed in the above image as well so you’ll know what icon you will see based on what you select.

Note that the items will show up as the latest created items at the top and then in descending created date order – so if you need to change the order we can play with the dates on the items in there.

▼ **Field Guide Association**

Related Field Guide Term

- Aquatic Invertebrates
- Birds
- Butterflies and Moths
- Fishes
- Habitats
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

If this node should be associated with a Field Guide Type. Choose any of the top level terms.

Field Guide Icon

Default ▼

Menus

Most items should be added to the menus by using the Node Hierarchy section in the node edit fields. If you have to add something manually, typically the menu items that you will need to manually edit or add through the menu system and not the node hierarchy section will take place in the Main Menu.

Enter the list links for the Main menu under the Structure area of your Admin Nav Bar.

Choose the section that you want to manage and click on the title. The menu will expand and show you the items that are in the menu

+ Hunting / Trapping	<input checked="" type="checkbox"/>	edit
+ Seasons	<input type="checkbox"/>	edit
+ Permits	<input checked="" type="checkbox"/>	edit
+ Species A-Z	<input checked="" type="checkbox"/>	edit
+ Seasons	<input checked="" type="checkbox"/>	edit
+ Regulations	<input checked="" type="checkbox"/>	edit
+ Permits	<input type="checkbox"/>	edit
+ Trapping	<input checked="" type="checkbox"/>	edit
+ Events	<input checked="" type="checkbox"/>	edit
+ Trophies & Certificates	<input checked="" type="checkbox"/>	edit
+ Where to Hunt & Shoot	<input checked="" type="checkbox"/>	edit
+ Hunter Education & Training	<input checked="" type="checkbox"/>	edit
+ Wild Game Recipes	<input checked="" type="checkbox"/>	edit
+ Test Page	<input checked="" type="checkbox"/>	edit
+ Diseases	<input checked="" type="checkbox"/>	edit

If you want to edit the title, choose to enter the edit area and make the needed changes. Note menu items added through the Node Hierarchy section in the node edit screens will not show a delete next to it. If added this way, you cannot change the path – only the

Menu link title and positioning in the menu system.

Menu link title *

The text to be used for this link in the menu.

Path *

The path for this menu link. This can be an internal Drupal path such as *node/add* or an external URL.

Description

Shown when hovering over the menu link.

Enabled

Menu links that are not enabled will not be listed in any menu.

Show as expanded

If selected and this menu link has children, the menu will always appear expanded.

Parent link

The maximum depth for a link and all its children is fixed at 9. Some menu links may not be available at this depth.

Weight

Optional. In the menu, the heavier links will sink and the lighter links will be positioned nearer the top.

If you want to add a new menu item, use the Add link at the top of the page and enter in the desired information and placement. Once it is saved, you can also move it around using the drag and drop options when viewing the menu links.

Blocks

Left Sidebar Region

Most of the blocks have been created for you. If you want to add an informative block in the left hand sidebar – add it through the block page. Any block that is not a menu added to this region will be themed to have the darker hue behind it.



 Learn which Mushrooms & Plants are edible.

Wild Edibles of Missouri

Jan Phillips' award-winning book was published in 1979 and is now out of print. We've preserved it here as a set of PDFs. Download all 21 to learn how to turn wild Missouri plants into biscuits, fritters, jellies, juices, pancakes, pies, salads, soups, wines and more. Color illustrations help you identify plants that are poisonous or have poisonous parts.

Events

The Events pull from a table that MDC manages on the site. These blocks are created by cloning a display in the Events view and making all necessary changes to the items for

the display. http://dev-mo-nature.pantheon.io/admin/structure/views/view/mdc_events/edit

This will create a block which can then be placed by the block location on the block admin page or in a Block reference field as noted below. Note that in order for the collapse functionality to work on the new block, verify that the classes has been added to the Description and Reservation fields (as described in the events section previously in the User manual.

Block References

The Page and Activity content types allow you to embed blocks into the nodes in specific spots. This gives a bit more freedom for event listings and other views that are created. These fields are hidden in a collapsed section so they are not misused. They are node references and only blocks and blocks from views will be shown as options.

The Block Embed field places embedded blocks under the main content but above the In This Section

The Block Reference field places blocks between the In This Section and the Related Content area.

The screenshot shows the 'Block References' configuration section in Drupal. It is divided into two main parts: 'Block Embed' and 'Block Reference'. Each part has a header, a list of items (currently empty), a description, and an 'Add another item' button.

- Block Embed:** The description states, 'The embedded blocks will sit under the main content but above the In This section.'
- Block Reference:** The description states, 'This places blocks between the In This Section and the Related Content Areas'.

Broken Links

The broken links module will help you monitor links that may have issues on the site. You can learn more at: <https://www.gortonstudios.com/how-to/broken-links>

URL Default Path Settings

The following Patterns are set up for the site and should not be changed as blocks, breadcrumbs and views rely on the standardized paths:

Default for any content type not noted below:

[node:nodehierarchy:parent:url:path]/[node:title]

Activity: discover-nature/activities/[node:title]

Conservation Area: discover-nature/places/[node:title]

Downloads: discover-nature/file/[node:title]

Fall Color Reports: discover-nature/fall-colors/[node:title]

Features: discover-nature/[node:title]

Field Guide Entry: discover-nature/field-guide/[node:title]

Habitat: discover-nature/field-guide/habitats/[node:title]

Link: discover-nature/link/[node:title]

Natural Area: discover-nature/places/[node:title]

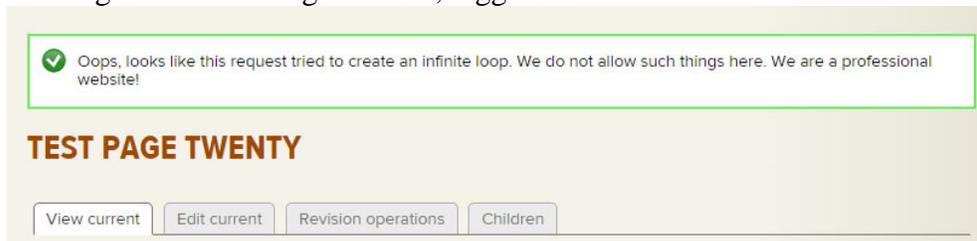
Recipes: discover-nature/recipes/[node:field_ingredient]/[node:title]

Taxonomy: [term:vocabulary]/[term:name]

If you are setting any manual URL paths, please start all nodes on the Discover Nature site with the following: discover-nature.

URL Redirects

The site is set up to create automatic redirects when a node title is changed. There are sometimes when a user titles a page, changes it to something else and then decides they like the original title and change the page back. When this is done, an infinite loop is created and will not allow users to access the page. If this happens you will see the warning when accessing the node, logged in:



Enter the edit area of the node and expand the URL redirect section and simply delete the offending redirect. Note it would be the one that is the same URL as what the page currently is.

▼ URL redirects (2 redirects)

The following are a list of URL redirects that point to this node.

From	Type	Count	Last accessed	Operations
test-page-twenty	Default (301)	5	47 sec ago	Edit Delete
test-page-twenty-one	Default (301)	0	Never	Edit Delete

How to view a list of existing content

Most content in the system can be navigated to the same way a public site user would.

Multiple views have been created to help you maintain your site. All should be accessible within the Content area of the Admin Nav bar.

From this area, you can also mass change items using the Bulk Operations field:

Children Views on your Website

Placing children on the site is discussed on the page title “Administrative settings at the bottom of the edit screens” if you go to the Drupal Tips link in your Admin Nav Bar.

If a child has been placed onto a parent item and they are not showing up, it most likely means that a view has not been selected for how the children should be displayed. Most views are set to populate new content, but you may need to add a view or change the way something is displayed. To do this - enter the edit screen of the parent item that is not displaying its children. Do NOT add a child view to pages with special views attached to them.

1. Expand and enter the Node Hierarchy section.
2. Choose the view for the way that you want children to be displayed.



Node hierarchy children – Teaser Grid (no images)

(displays children in the order that you have them in the children list as teasers)

IN THIS SECTION

Test Webform Child

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Default

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Feeding

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Node hierarchy children – Title list

(displays children in the order that you have them in the children list as a list)

IN THIS SECTION

Test Webform Child

Default

Feeding

Test Off-site Link

Test Download PDF

Why Important

Test Page with Title Grid Children

Node hierarchy children – Image Grid

(displays children in the order that you have them in the children list as images with title and subtitles)

IN THIS SECTION



Test Webform Child
Here is a subtitle



Default
Here is My Subtitle on a Page



Feeding

Node hierarchy children – Title Grid

(displays children in the order that you have them in the children list as a list)

IN THIS SECTION

Test Webform Child

Default

Feeding

Test Off-site Link

Test Download PDF

Why Important

**Test Page with Title Grid
Children**

Node hierarchy children – Deluxe Grid

(displays children in the order that you have them in the children list as images with title and subtitles)** This should be used on full-width pages with consistent content types under it. Important to have short same length titles so all images line up.



Archery



Bicycling



Bird Watching

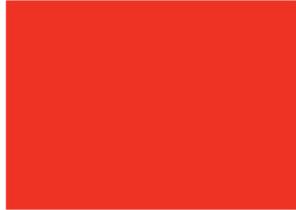


Bird Feeding

Node hierarchy children – Image Teaser Grid

(displays children in the order that you have them in the children list as images with title and teasers)

In This Section



Test Webform Child

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam non dolor dolor. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nam iaculis vehicula rhoncus. Phasellus venenatis purus ultricies, ornare ligula non, consequat nisi. Vestibulum at facilisis odio, eget mattis nulla. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus eget ante id ipsum blandit sollicitudin ut vel nisi.



Default

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam non dolor dolor. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nam iaculis vehicula rhoncus. Phasellus venenatis purus ultricies, ornare ligula non, consequat nisi. Vestibulum at facilisis odio, eget mattis nulla. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus eget ante id ipsum blandit sollicitudin ut vel nisi.



Feeding

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam non dolor dolor. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Nam iaculis vehicula rhoncus. Phasellus venenatis purus ultricies, ornare ligula non, consequat nisi. Vestibulum at facilisis odio, eget mattis nulla. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus eget ante id ipsum blandit sollicitudin ut vel nisi.

Taxonomy

Taxonomy is used for multiple items.

When items are selected in this area, they will be displayed on the node in the order that they are in the edit screen. Most of the vocabularies are used to populate the Faceted search on the Field Guide.

You can manage the items by going to the Taxonomy link found in the Structure section under Administer in your Admin Nav Bar.

Enter the “list terms” link to manage the list.

Vocabulary name	Operations
+ Binding Groups	edit vocabulary list terms
+ Field Guide Types	edit vocabulary list terms
+ Key Identifiers	edit vocabulary list terms
+ Color	edit vocabulary list terms
+ Size	edit vocabulary list terms
+ Habitat	edit vocabulary list terms
+ Status	edit vocabulary list terms
+ Counties	edit vocabulary list terms
+ Regions	edit vocabulary list terms
+ Safety Concerns	edit vocabulary list terms
+ Activity	edit vocabulary list terms
+ Conservation Area Classification	edit vocabulary list terms
+ Course	edit vocabulary list terms
+ Facilities/Amenities	edit vocabulary list terms
+ Land Cover Types	edit vocabulary list terms
+ Main Ingredient	edit vocabulary list terms
+ Media Type	edit vocabulary list terms
+ Natural Features	edit vocabulary list terms
+ Seasons	edit vocabulary list terms
+ Special Grouping	edit vocabulary list terms
+ Tags	edit vocabulary list terms

To delete any of the terms or edit any of the terms, enter the list terms link. Remember if you delete an item, anything associated with it will no longer have that place to be grouped by that term.

Add the new term by choosing the link at the top of the page: “add term”. Enter in the title and a description (if desired) as well as any other information that the vocabulary is asking for. Fields vary depending on the vocabulary.

Save the term.

Merging terms within a Vocabulary

You have the capability to merge terms within a vocabulary to clean up large lists. This can be done by going to the “merge terms” tab in the vocabulary.

<https://www.drupal.org/node/2074695>

Revision Moderation

Revision Moderation has been set up as the default on the following content types: Field Guide Entry, Page, and Habitat.

The following steps will vary slightly depending on what variations (if any) are set up on the content type. When creating or editing a new node, determine if you would like it to
 1) Create a new revision, no moderation (it means you create/edit the page and it will publish immediately.) **OR**

2) Modify the current revision, no moderation (it means that you can edit the page and no new revisions are created. This works well when fixing typos and other administration edit are completed). **OR**

3) Create a new revision and moderate (it means that the existing page and version will stay live while you work on editing new content which you need to have reviewed and approved). You can also use the third option to complete the changes to the page and schedule it for publications at a later date. Enter in the date and time that you would like the item published or unpublished. The time is in military format so you need to use a 24 hour designation. Keep in mind that the Cron command has to run on your server in order to trigger the publishing and unpublishing. We typically set this up to run hourly. This will affect the time of unpublishing and scheduling. If you set up an item to unpublish/publish at 14:32 but cron doesn't run until each hour – the item will not publish until Cron is run at 15:00.

Any nodes that have the create new revision and moderate will show up in the Pending Revisions view within the content area of the site.

▼ **Revision information** (New revision)

Revision log message

Provide an explanation of the changes you are making. This will help other authors understand your motivations.

Revision creation and moderation options

- Modify current revision, no moderation
- Create new revision, no moderation
- Create new revision and moderate

Moderation means that the new revision is not publicly visible until approved by someone with the appropriate permissions.

Optionally schedule a date and time for publication

Please use this format: *d-m-Y H:i*, e.g *12-05-2015 13:34*. If you enter "now" this content will be published immediately. If you do not wish to schedule publication, leave the field blank.

Footer Blocks/Menu

This section pulls from the main MDC site.

SAML Settings

Users will need to log in to the site using their SAML credentials. The following steps should be used in order to give users admin privileges on the site.

1. Have them log in using their SAML credentials
2. Once they are logged in, a User or super admin will need to find their information in the people area of the site and assign them a role.

Atlas Settings

The Conservation Areas are added thru Atlas and have fields that are edited only in Atlas. Additional Drupal fields have been added that can enhance the content. You can add and edit content on the Drupal site to any of the Drupal fields, but all Atlas pulled fields should be updated and edited in Atlas as any changes made in Drupal on those fields will be overwritten. Note all Atlas pulled fields are in a collapsed section in the edit screen.

Updates will be pulled nightly at midnight and changes made in Atlas will not take effect until the next day once the pull is completed. A shell script executes 3 drush commands. That script is called at midnight by the crontab.

There is a Drupal Alert field that can be used if something needs to be shown on a Conservation Area immediately. If you need to change something immediately in one of the Atlas fields, you can do so – but those changes will be overwritten the next Atlas pull.

The admin page where you can adjust the URL for the Atlas End point can be found at:
`/admin/atlas`

"Recent Log Messages" screen can be filtered by "MDC Atlas." A message will be logged when Atlas data is synced or fails.
`/admin/reports/dblog`

The MDC Import Script:

Pantheon account - You will first need to create a pantheon account at <https://pantheon.io/register> and then have your account added to the mo-nature project.

SSH Key - In pantheon, go to Dashboard > Account. Then, under SSH Keys, upload an SSH key that was generated on your server under the account that will be used to run the script.

Drush - Drush will need to be installed in order for this script to work. On our server, we are currently using Drush version 5.8. You can find out more about drush here <http://www.drush.org/en/master/>

Drush Aliases - In pantheon, go to Dashboad > Download Drush Aliases. These will need to be added to your .drush folder in a file called aliases.drushrc.php

Script - The following bash script should be added somewhere on the server that the crontab will be able to hit.

```
drush @mo-nature.dev ms --strict=0
drush @mo-nature.dev mdc-aga --strict=0
drush @mo-nature.dev mi MdcAtlasImport --strict=0
drush @mo-nature.dev mi MdcAtlasUpdate --update --strict=0
drush @mo-nature.dev ms --strict=0
```

When the site is launched, this script will need to be changed to hit the @mo-nature.live environment instead of @mo-nature.dev. To do this, just replace all .dev instances with .live.

It is also important to create a log file called mdc-import.cronlog for the crontab to log to. On our server we have this log file in the same location as the script.

crontab - this is a script that is executed on a regular basis. One of the trickiest parts about a crontab is ensuring that it will run at the intended time. The first part of a line in a crontab is what determines when it will run. The format is a five part date stamp with an asterisk serving as a wild card. The values in order are minute (0-59), hour (0-23), day of month (1-31), month (1-12), day of week (0-6 starting at sunday). So, for example, if you put 0 20 * * 2, then the command will run every Tuesday at 20:00. After the datestamp, you then enter in the command that is to be run, on the same line.

There are two crontab commands that will be used for MDC. The first one triggers what is called Elysia Cron. This is a module that enables more precise control over what Drupal commands are executed during Drupal cron. This needs to run every minute. In order to have this execute, add the following line to your crontab.

```
* * * * * curl http://open:sesame@dev-mo-
nature.pantheon.io/sites/default/modules/contrib/elysia_cron/cron.php?cron_key=_lqyzbp
NAbOIJGZxVscnq7qO6NE1GJZagim0SoYwLII
```

The cron_key parameter at the end of that url is site specific. It should also be noted that curl needs to be installed on the server where this is being run.

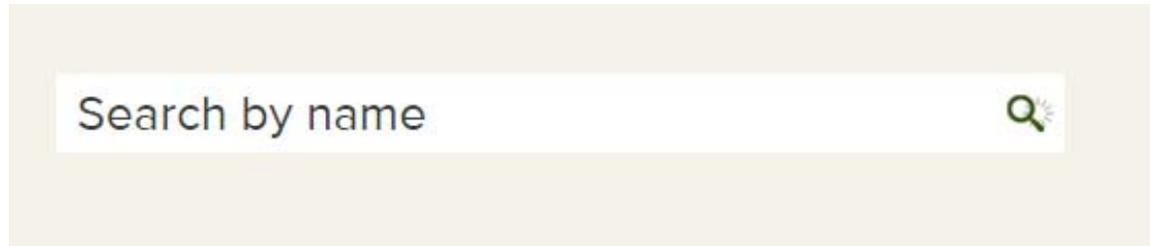
The second crontab command is the one that runs the script and logs it to the log file. Please ensure that you update the paths to match the location where the script and the log file live on your server. The command is currently set to import nightly at midnight.

```
00 00 * * * /home/siteroot/sites/git/scripts/mdc-import.sh >
/home/siteroot/sites/git/scripts/mdc-import.cronlog 2>&1
```

Field Guide functionality

The main search on the Field Guide base page searches on the following fields: Title, Common Name and Latin Name.

This will also start to autofill when text is entered based on the text in those fields.



Field Guide Buttons

The buttons that are on the bottom of the base Field Guide page pull from either the Safety Concerns or Status vocabularies.

These are added by checking the “add to field guide search page box” and placing it in order by the order number.

Add to Field Guide Search Page

Guide order

Add the number to place the items in order on the Field Guide page

You also need to add a png and a svg of the icon for the new section.

Icon



 [badge-exclamation.png](#) (1.82 KB)

Remove

Alt Text

exclamation mark

Alternative text is used by screen readers, search engines, and when the image

Icon file

 [endangered.svg](#) (482 bytes)

Remove

If additional ones are needed, they will wrap as it is set up to have six in a row.

Habitat Section for the Field Guide

Note that at the time of launch, this Habitat section is unpublished. When you are ready to have this go live, follow the below steps:

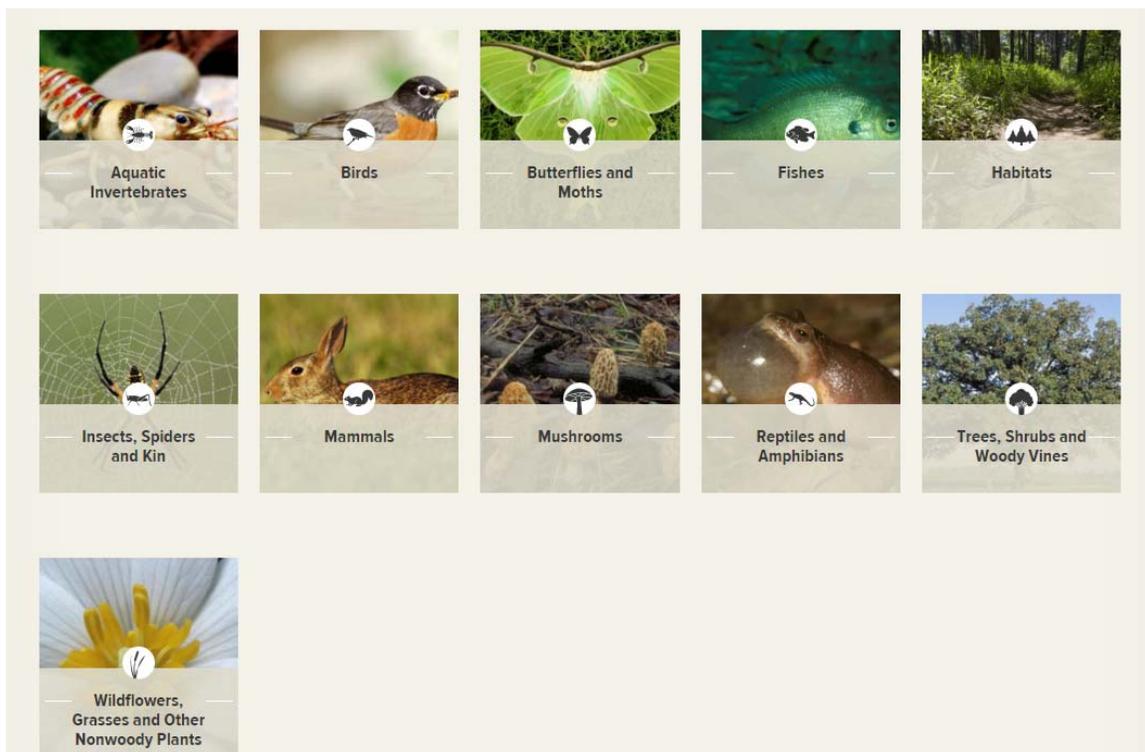
1. Create all the Habitats and publish the base Habitat page:
</discover-nature/field-guide/habitats>
2. Tag one of the field guide entries with “Habitat” in the Field Guide Entry type. It should not matter which you choose as this is just a trigger to place the item in the list on the base page.

FG Types

- Aquatic Invertebrates
- Habitats
- Birds
 - Long-legged waders
 - Cormorants and anhingas
 - Ducks, geese, swans, pelicans
 - Gulls and similar
 - Shorebirds, sandpipers, woodcock
 - Rails and gallinules
 - Quail, grouse, turkey, pheasant, prairie chickens
 - Owls, whip-poor-wills, nighthawks
 - Hawks, falcons, eagles, vultures
 - Doves and pigeons
 - Swallows and swifts
 - Hummingbirds
 - Woodpeckers, nuthatches, creepers
 - Roadrunner, cuckoos, kingfishers
 - Perching birds, songbirds
- Butterflies and Moths
- Fishes
- Insects, Spiders and Kin
- Mammals
- Mushrooms
- Reptiles and Amphibians
- Trees, Shrubs and Woody Vines
- Wildflowers, Grasses and Other Nonwoody Plants

Do NOT choose Habitats until Chris Cloyd says that the Habitat section is ready for publishing. Open the section and choose the Field Guide types that the field guide entry should be associated with.

When this is done, the Habitats block will show up on the Field Guide Base page and redirect to the URL: [discover-nature/field-guide/habitats](https://discover-nature.org/field-guide/habitats)



Places to Go functionality for filtering activity links

The main search on the Places to Go only shows top level activities. If you need to create a link for a sub activity to link to – use the following pattern:

If you want to show the “Fishing – Catfish” sub-activities use the following url:
[http://nature.mdc.mo.gov/discover-nature/find/places?sub_activity\[0\]=5807](http://nature.mdc.mo.gov/discover-nature/find/places?sub_activity[0]=5807)

If you want to show both “Fishing – Catfish” and “Fishing – Bass” sub-activities use the following url:
[http://nature.mdc.mo.gov/discover-nature/find/places?sub_activity\[0\]=5807&sub_activity\[1\]=5809](http://nature.mdc.mo.gov/discover-nature/find/places?sub_activity[0]=5807&sub_activity[1]=5809)

The **ID numbers** can be found using the edit links of the activities taxonomy:
<http://nature.mdc.mo.gov/admin/structure/taxonomy/activity>