

Glenville State University – Drupal Tutorials

How to Manage the Main Navigation Dropdowns

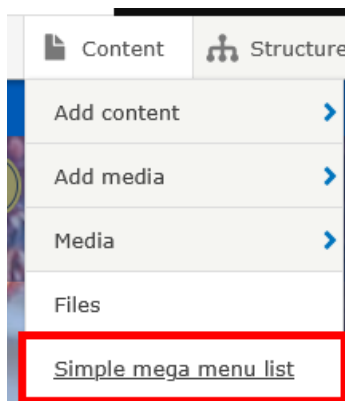
Last Updated: July 10, 2026 (By: Josh Chambers)



The main menu has a special dropdown menu that appears when you hover over its nav items. This menu is managed independently of the main Drupal menu management system. This tutorial will review how to manage the mega menu system.

NOTE: Menu editing functions are restricted to users who have the Menu Editor role or another role with permissions to manage menus.

This menu system is known as the “mega menu.” To access its management page, go to Content -> Simple mega menu list in the menu:



This opens the list of available mega menus to edit. Each link has its own mega menu that can be managed:

+ Add Simple mega menu

Simple mega menu ID	Name	Type	Target Menu	Operations
1	About - Mega Menu	Megamenu main	Main navigation	Edit ✕
6	Admission - Mega Menu	Megamenu main	Main navigation	Edit ✕
11	Academics - Mega Menu	Megamenu main	Main navigation	Edit ✕
16	Student Life - Mega Menu	Megamenu main	Main navigation	Edit ✕
21	Athletics - Mega Menu	Megamenu main	Main navigation	Edit ✕
26	After Glenville - Mega Menu	Megamenu main	Main navigation	Edit ✕
31	Emergency - Mega Menu	Megamenu main	Main navigation	Edit ✕
36	Financial Aid - Mega Menu	Megamenu main	Main navigation	Edit ✕
41	Graduate Studies - Mega Menu	Megamenu main	Main navigation	Edit ✕

To edit one of the menus, either click the link for that menu or click the edit button to the right.

The first two fields are Name and Text.

The **Name** field is the descriptive name for this menu on the previous page. However, the **Text** field is what displays at the top of the menu when hovered over:

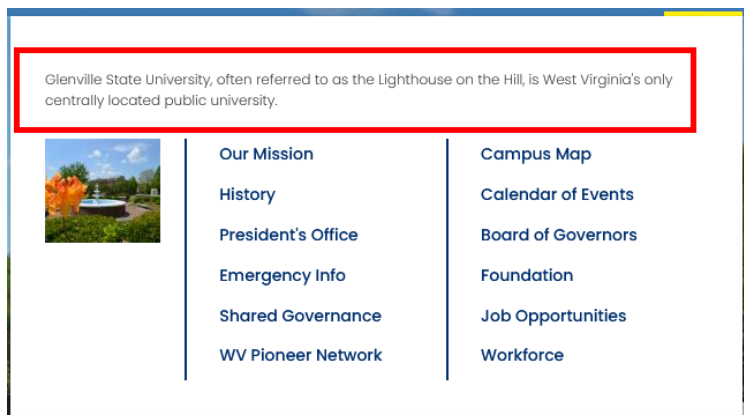
Text

Paragraph

B *I*           Styles

         Source

Glenville State University, often referred to as the Lighthouse on the Hill, is West Virginia's only centrally located public university



The next field is an optional Image field:

^ Image

doraheflinflower.jpg (196.67 KB)
Remove



Alternative text*

Campus Fountain with Dora Heflin Flower

Short description of the image used by screen readers and displayed when the image is not loaded. This is important for accessibility.

This field is not attached to the media library and requires an image uploaded directly from your computer. The image uploaded into this field will be resized to fit, although it is recommended you resize the image before adding it. The image in the About menu displays at 100 px by 90 px.

Below this is where the link management begins. There are two hierarchies to be concerned about. First, there are columns, which determine the different columns that display. Then within each column, the individual links are set.

The entire link column itself can be given a **Title** or removed altogether at the top:

Link Column

Link Column

Remove

Title

Link

Most of the menus leave the Title field empty, but it is possible to enter one. The Athletics submenu is an example of a menu that uses column titles:

MEN'S SPORTS	WOMEN'S SPORTS	ATHLETICS
Baseball	Acrobatics and Tumbling	Athletics Home
Basketball	Basketball	Athletic Directory
Boxing	Boxing	Athletic Training
Cross Country	Cheerleading	Alumni and Boosters
Football	Cross Country	Hall of Fame
Golf	Golf	Live Video
Track and Field	Soccer	NCAA Compliance
Wrestling	Softball	Prospective Student Athletes
	Track and Field	
	Volleyball	

Within each column, there are pairs of fields for each link: **URL** and **Link text**.

URL

Our Mission (24101)

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

Link text

Our Mission

Remove

The URL field can be used to search for a page by entering its title or by pasting the URL in directly. The Link text is the actual text that will be linked.

You can remove the link directly by clicking the Remove button to the right.

If you wish to reorder the existing links, you can click-drag a field set by using the up/down arrow icon in the upper left of each field set. This will highlight the set yellow, and you can then drag it to whatever position in the list you want.

At the bottom of the column, there are a couple other options.

The first is a link to add a new link to that column:

Add another item

☒ Divider

If checked, a dividing line will separate this list of links from the next. (Appears on the left hand side).

This will create a new empty field set. There is also usually an empty field set already available at the bottom of the list for you to use.

There is also an option here to add a divider. This adds a small vertical line between columns when the menu is displayed.

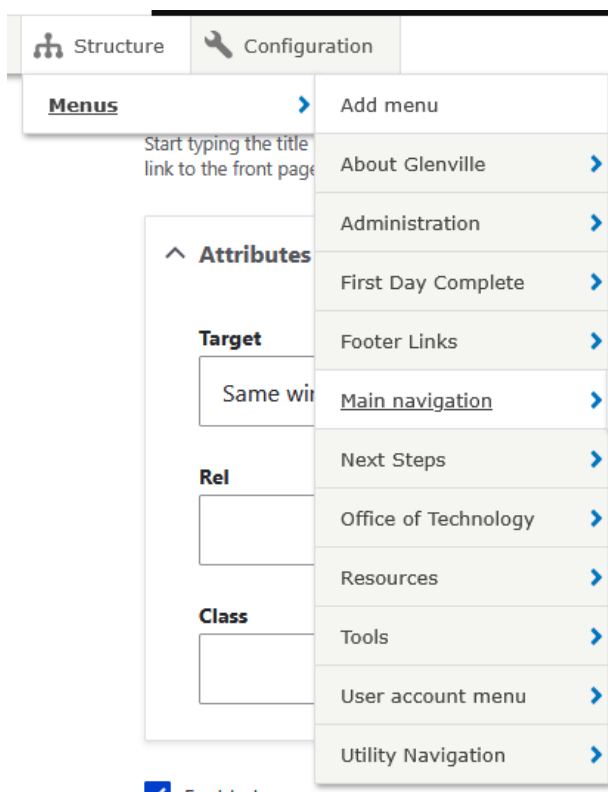
Below all the links and columns there is a link to add a new column if it is desired:

[Add Link Column](#)

Attaching or Removing a Mega Menu on a Main Navigation Item

If the top-level main navigation itself is edited, it will be necessary to add and/or remove a mega menu item so that it will display (or no longer display).

To do this, go into the Drupal menu management page for the main menu by going to Structure -> Menus -> Main navigation:



Edit the top-level menu item by clicking the Edit link to the right of it:

On the edit menu item page, edit the Simple Mega Menu field at the bottom. You can just empty it to remove it. To link it to a new Mega Menu, you can start typing the name of the menu and select it:

Simple Mega Menu



Academics - Mega Menu