

Glenville State University – Drupal Tutorials

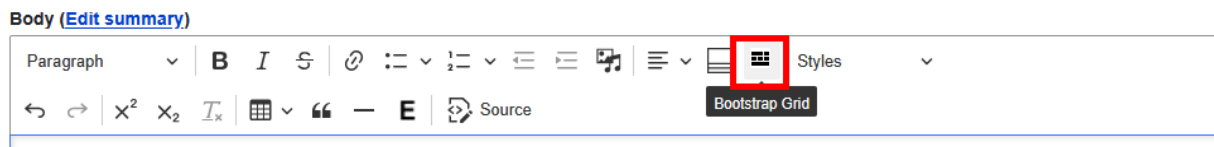
How to Use Bootstrap Grids

Last Updated: July 6, 2026 (By: Josh Chambers)

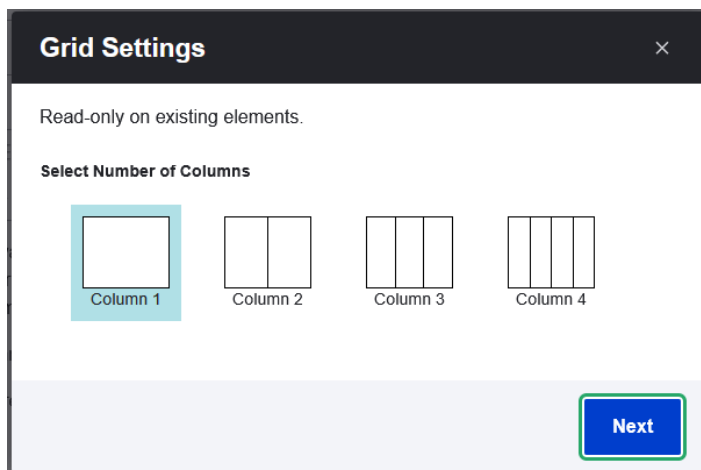
Bootstrap Grids are a way to organize content into columns in an accessible way without using tables.



To insert a bootstrap grid, click the bootstrap grid icon in the editor toolbar:



This opens a dialogue box asking for a number of columns. This will usually be either two or three. There is no reason to insert just one column (just insert the content normally), while four columns are usually too narrow to be useful:



Select your option and click Next.

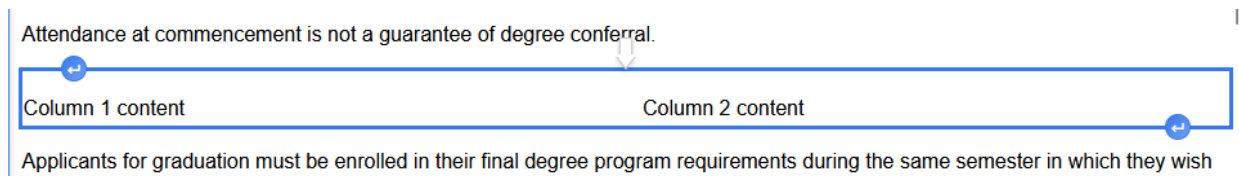
Here you will be presented with formatting options. The standard practice is the following (however, if you are confident enough, you can alter these and see what different results you get):

- Leave the Add Container and No Gutters checkboxes unchecked
- Leave Default (Extra Small) and Small as their defaults
- Select column widths starting with Medium. There are several options here, depending on how you want to format the columns and how many columns there

are. All options except Auto create a grid that is full width of the body area. For example, a two-column grid will have:

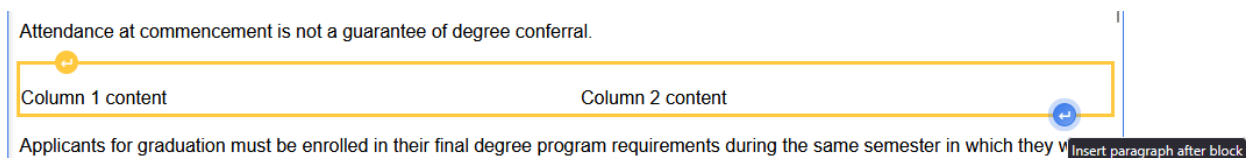
- o Equal widths
 - o 25% / 75% (left column is 25% width, right column is 75% width)
 - o 33% / 66% (left column is 33% width, right column is 66% width)
 - o 66% / 33% (left column is 66% width, right column is 33% width)
 - o 75% / 25% (left column is 75% width, right column is 25% width)
 - o Full Width causes each “column” to be full width, effectively making them single column grids (so should not be selected).
 - o Auto causes the width to be variable and is rarely if ever used.
 - o None (Advanced) can be selected if you want to use the Advanced settings, but that will not be covered in this tutorial.
- Whatever option you select for “Medium,” also select for all of the larger sizes as well (Large, Extra Large, and Extra Extra Large)

Once this is completed, click Save. This will insert the grid with your selected settings into the document:



You can now replace the default content in each column with your own.

Sometimes you can't insert your cursor after a Bootstrap Grid, such as if you want multiple grids in a row. You can alleviate this by hovering over the grid and clicking the blue arrow at the bottom. (You can similarly insert a new line above the Grid by clicking the arrow at the top):



There is no way to alter the number of columns or the width of columns of a grid once placed. You will need to add a new grid and remove the old one.

Removing a Grid

Deleting a Bootstrap grid can be tricky, but there is one trick that seems to work:

Click the insert paragraph buttons to create a blank line above and below the Grid you wish to delete if they don't already exist. Put your cursor in one blank line and try to "select" to the other blank line. This should highlight the grid, outlining it in blue. It is advisable that you clear any content from the grid you wish to delete first to make this process easier:

Attendance at commencement is not a guarantee of degree conferral.

Column 1 content	Column 2 content
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Applicants for graduation must be enrolled in their final degree program requirements during the same semester in which they wish

Once the grid is highlighted, you can hit your delete or backspace button to remove it. Also make sure to remove any blank lines you created in the process if desired.