

Glenville State University – Drupal Tutorials

How to Use the Layout Builder

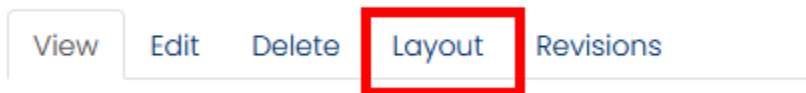
Last Updated: July 10, 2026 (By: Josh Chambers)

The Layout Builder is used to manage the display of pages beyond their default layout. This is primarily used to manage landing pages, which do not have a default layout. However, it is also used to manage the layout on basic pages, especially when managing sidebar menus on newly created pages.



NOTE: Only users with the Landing Page Editor role, the Menu Editor role, or another role that has permission can use the Layout Builder.

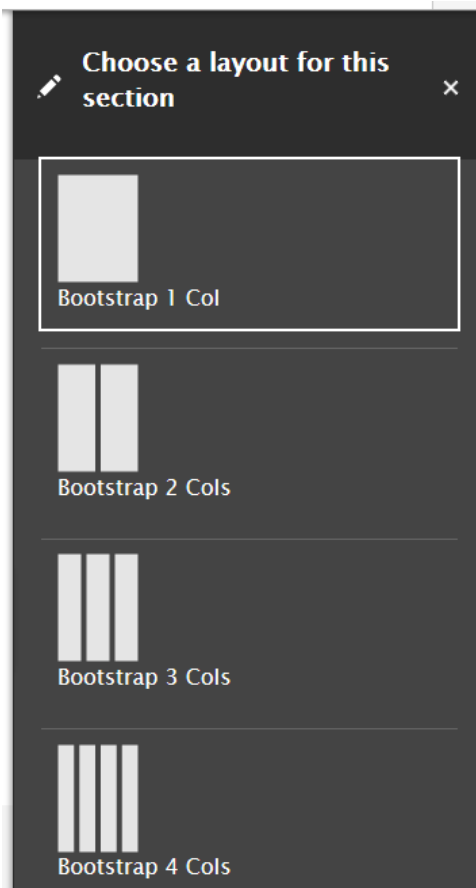
To access the Layout Builder on a page, visit the page, and click the Layout tab above the content:



The Layout Builder uses a system of sections and blocks. Sections are concerned with determining the layout of the page while blocks are the pieces of content themselves.

Creating a New Section

When adding a new section, you will usually get an option for a certain number of layout columns:



If you wanted to format a page with two columns for that section, you would select the “2 cols” option. You can have additional sections above or below this one with a different number of columns if desired as well.

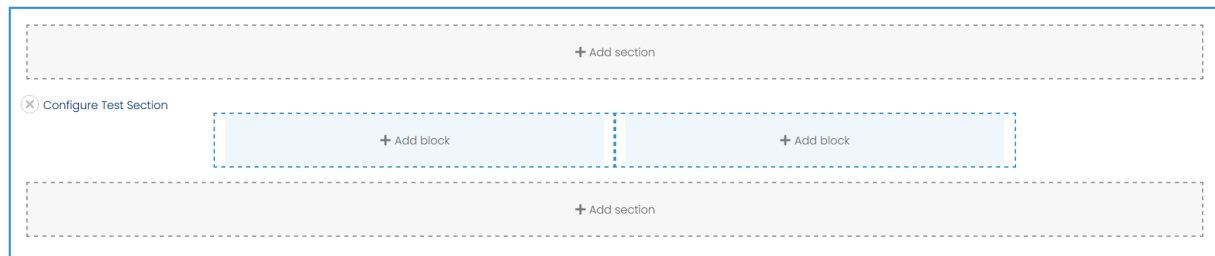
This will pop up a settings panel that allows you to select different settings. If you are using multiple columns, the main setting you will be concerned with is the width of the different columns. Default options for a 2-column page include 75%/25% (3 to 1 ratio), 67%/33% (2 to 1 ratio), 58%/42% (7 to 5 ratio), and 50%/50% (equal sized columns). This is also configurable for desktop, tablet, and mobile views, with tablets and mobile views having an additional option for each column to be displayed full width.

At the bottom, there is a field for Administrative label, which is the label that will display for that section in the Layout Builder.

There are additional display options as well as fields for adding CSS classes which are beyond the scope of this tutorial.

For the purposes of this tutorial, I will pick 50% column widths for desktop and tablets, 100% for mobile, and name the section “Test Section.”

Once saved, the section will be inserted into the page, with new options to add blocks into each of the columns we created:

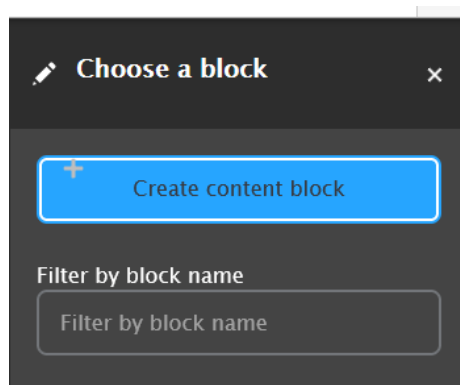


The configure link will return you to the pop-up that allows you to adjust the section settings. You now also have options to add sections above and below the setting you just inserted.

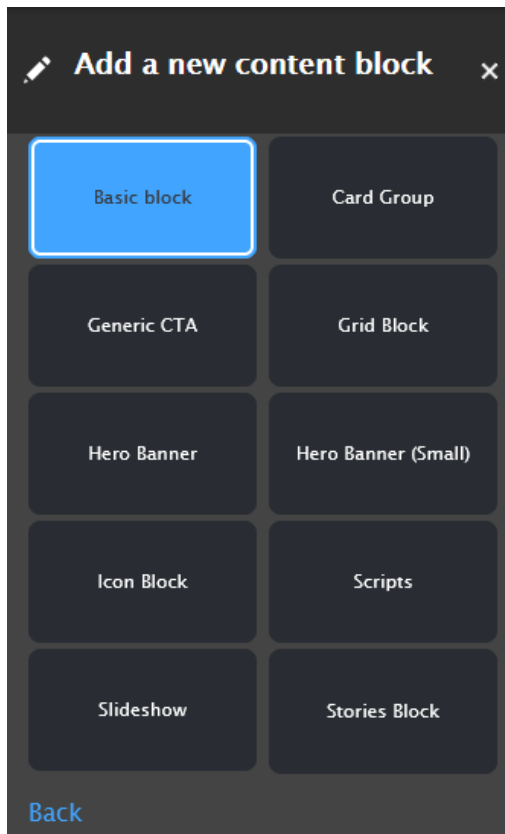
Inserting Content Blocks

Blocks are how you add actual content. This can be content that already exists, or a blank block that you can edit in the Layout Builder. To add a content block, click Add Block in one of the columns.

This will open the Choose a Block sidebar to the right. You can either create a new content block or search or browse the list for an existing content block. If you select Create a content block, that content block will be tied to this page and cannot be shared elsewhere, so if you wish to create content that can be inserted onto multiple pages, create it as an independent block. See the tutorial on How to Create and Insert a Basic Block.

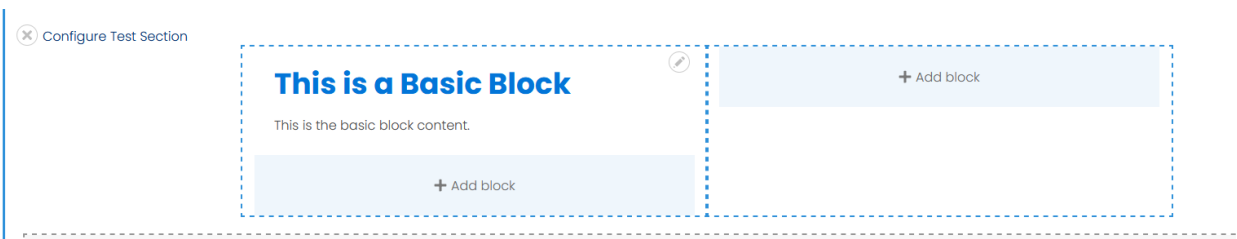


If you create a content block, there are various options, although it is advisable that the only block you create within the Layout Builder like this is a Basic block:



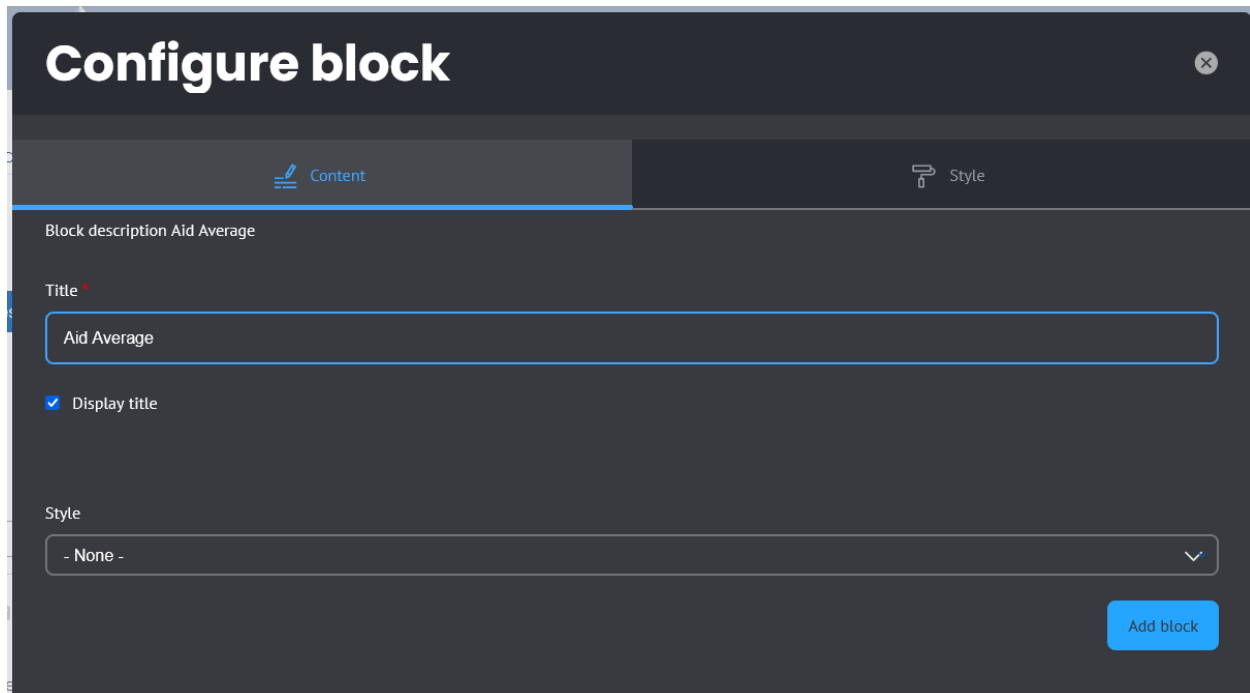
Selecting Basic block opens a pop-up in the Layout Builder that is similar to the editor you would find when editing a page. There is a Title field to name the block and a standard content editor. There is also an option to display the block title if the section needs a header.

When you are finished editing this block, click the Add block button at the bottom.



This inserts the block into the column. You can edit or delete the block by hovering over the block and clicking on the pencil icon.

You can also add content by searching or browsing the list for it. When doing this, while you can edit the display title for the block on the page, you cannot edit the block content. This has to be done via the normal Drupal block editor:



Configure block

Content Style

Block description Aid Average

Title

Aid Average

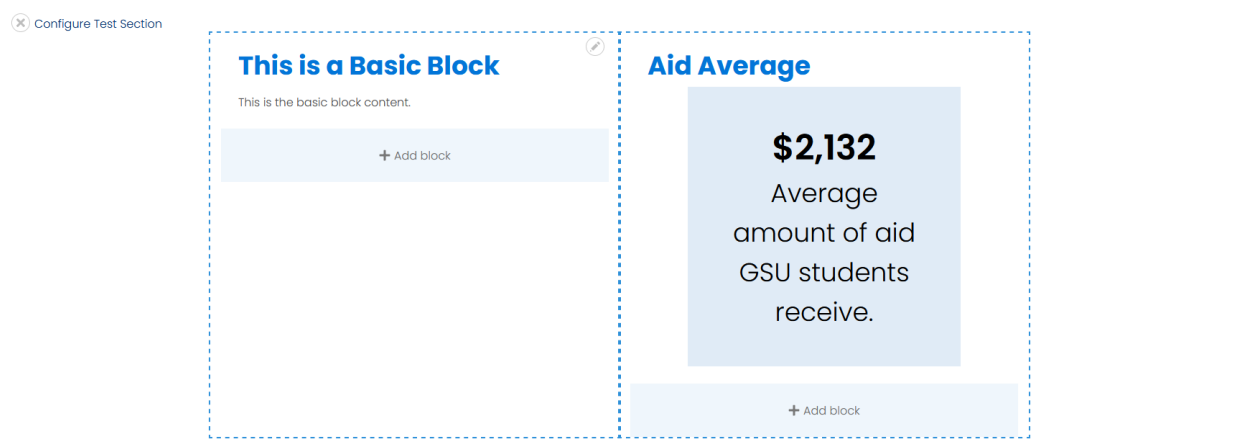
☒ Display title

Style

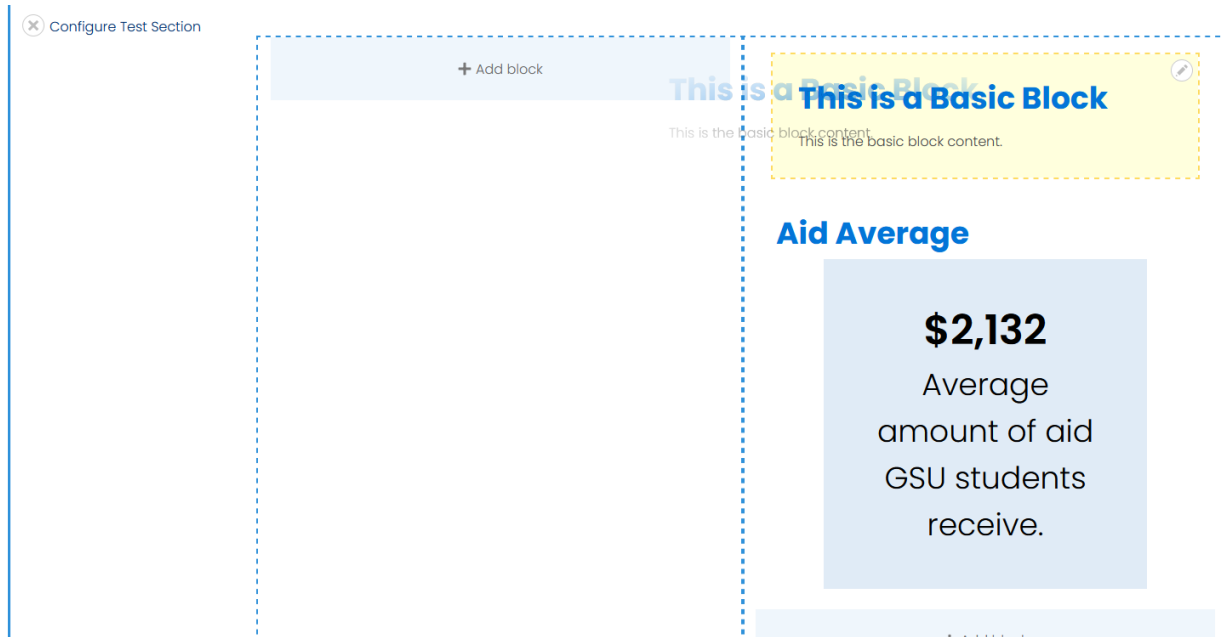
- None -

Add block

This is what this example page looks like adding an already existing content block to the second column:



It is possible to add additional blocks into these columns. You can also drag and drop blocks either within the same column or between columns of the same section.



Once you have finished building or editing the layout using the Layout Builder, click the Save layout button at the top of the page. If you have made a mistake and you don't think you can easily correct it by continuing to edit the page, click the Discard changes button.

Removing the Sidebar from a Basic Page

There is one special case where a basic page needs to have its content displayed without the sidebar.

To do this, first access the Layout Builder on the basic page by clicking on the Layout tab.

Next, scroll all the way to the bottom and click on Add section. This displays a lengthy list of layout options. Select the one that specifically says **Bootstrap 1 Col**, which is in the lower half of the list.

You can add an administrative label in the settings if you wish, but everything else should be left as is.

Add a block to the section you just created by clicking Add Block. In the search box, type "body" and find the entry for Body under the Content fields tab.

In the configure block pop-up, make sure the display title is disabled, and label is set to Hidden, then add the block. This should display the body field in that block.

Scroll back up and in the 2-column section, hover over any blocks that exist, click the pencil icon, and click Remove block. This will likely include the existing body field on the page.

This should leave the section empty. You can now click Save layout, and the page should now display the body content without a sidebar.