

Creating a Content List View



- [Goal](#)
 - [Prerequisite knowledge](#)
 - [Site prerequisites](#)
 - [Steps](#)
 - [Expand your understanding](#)
 - [Videos](#)
-

Goal

Create a page listing vendors that will be automatically updated whenever a vendor is added, deleted, or updated on the site.

Prerequisite knowledge

- [Concept: Uses of Views](#)
- [Concept: The Parts of a View](#)

Site prerequisites

- The core Views and Views UI modules must be installed. These are installed for you when you install with the core Standard installation profile.
- The Vendor content type must exist, with URL and Main image fields. Your site must have a couple of Vendor content items. See [Adding a Content Type](#), [Adding Basic Fields to a Content Type](#), and [Creating a Content Item](#).
- The *Medium* (220x220) image style must be defined. This is created on your site when you install the core Image module (installed with the core Standard installation profile) but

can be recreated if deleted. See [Setting Up an Image Style](#).

Steps

1. In the *Manage* administrative menu, navigate to *Structure > Views > Add view* (*admin/structure/views/add*). The *Add view* wizard appears.
2. Fill in the fields as shown below.

Field name	Explanation	Example value
View basic information > View name	Name of the view that will be visible in the administration pages	Vendors
View settings > Show	Type of information listed in the view	Content
View settings > of type	Specify content type	Vendor
View settings > sorted by	List order	Title
Page settings > Create a page	Create a page that displays the view	Checked
Page settings > Page title	Title show above the view	Vendors
Page settings > Path	Address of the page	vendors
Page settings > Page display settings > Display format	Type of list	Table
Page settings > Items to display	Number of items visible on the page	10
Page settings > Use a pager	Split up the list in several pages if there are more items	Checked
Page settings > Create a menu link	Add the view page to the menu	Checked
Page settings > Menu > Type	Type of menu item to create	Normal menu entry
Page settings > Menu > Menu link title	Label of the link in the menu	Vendors
Page settings > Menu > Parent	Menu in which to add the link	Main navigation

Add view ☆

View basic information

View name *Machine name: vendors [\[Edit\]](#)☐ Description

View settings

Show: of type: tagged with: sorted by:

Page settings

☒ Create a page**Page title****Path**

Page display settings

Display format: of:

Items to display☒ Use a pager☒ Create a menu link**Menu****Link text**☐ Include an RSS feed

Block settings

☐ Create a block[Save and edit](#)[Cancel](#)

3. Click *Save and edit*. The view configuration page appears.
4. Under *Fields*, click *Add* from the dropdown button. The *Add fields* pop-up appears.
5. Enter the word "image" in the search field.
6. Check Main image in the table.
7. Click *Apply*. The *Configure field: Content: Main Image* pop-up appears.

8. Fill in the fields as shown below.

Field name	Explanation	Example value
Create a label	Add a label before the field value	Unchecked
Image style	The format of the image	Medium (220x220)
Link image to	Add a link to the content item	Content

9. Click *Apply*. The view configuration page appears.

10. Under *Fields*, click *Add* from the dropdown button. The *Add fields* pop-up appears.

11. Enter the word "body" in the search field.

12. Select *Body* in the table.

13. Click *Apply*. The *Configure field: Content: Body* pop-up appears.

14. Fill in the fields as shown below.

Field name	Explanation	Example value
Create a label	Add a label before the field value	Unchecked
Formatter	The presentation of the field value	Summary or trimmed
Trimmed limit:	The number of maximum characters shown	120

15. Click *Apply*. The view configuration page appears.

16. Under *Fields*, click *Content: Title (Title)*. The *Configure field: Content: Title* pop-up appears.

17. Uncheck *Create a label*. This will remove the label that was created by the wizard.

18. Click *Apply*. The view configuration page appears.

19. Under *Fields*, click *Rearrange* in the dropdown button. The *Rearrange fields* pop-up appears.

20. Drag the cross bar handles of fields to put them into the right order: Image, Title, Body. As an alternative to dragging, you can click the *Show row weights* link at the top of the table and enter numerical weights (fields with lower or more negative weights will be shown first).

21. Click *Apply*. The view configuration page appears.

22. Optionally, click *Update preview* for a preview.

23. Click *Save*.

Vendors (Content) ☆

Displays

Page

+ Add

Edit view name/description ▼

Display name: [Page](#)

View Page ▼

Title

Title: [Vendors](#)

Format

Format: [Table](#) | [Settings](#)

Fields

Add ▼

[Content: Main image](#)

[Content: Title](#)

[Content: Body](#)

Filter criteria

Add ▼

[Content: Published \(= Yes\)](#)

[Content: Content type \(= Vendor\)](#)

Sort criteria

Add ▼

[Content: Title \(asc\)](#)

Page settings

Path: [/vendors](#)

Menu: [Normal: Vendors](#)

Administration theme: [No](#)

Access: [Permission](#) | [View published content](#)

Header

Add

Footer

Add

No results behavior

Add

Pager

Use pager: [Mini](#) | [Mini pager, 10 items](#)

More link: [No](#)

▼ Advanced

Save

Cancel

24. Navigate to the homepage and click Vendors from the main navigation to see the result.



Anytown Farmers Market

HomeAboutVendorsMy accountLog out



RSS feed

Home

Vendors ☆



Happy Farm

Happy Farm grows vegetables that you will love.



Sweet Honey

Sweet Honey produces honey in a variety of flavors throughout the year.

Hours and location

Open: Sundays, 9 AM to 2 PM, April to September

Location: Parking lot of Trust Bank, 1st & Union, downtown

Expand your understanding

The link to the view in the main navigation will probably not be in the right place. Change the order of the menu links in the main navigation. See [Changing the Order of Navigation](#).

Videos

[Creating a Content List View](#)

#4		
	cocobook-sync 	2026-10-28 16:15:45 UTC
	cocobook-sync 	2026-10-29 04:14:58 UTC