

Building a Custom Google Map

Opening the Map

- Log on to Google Drive and open **Google Maps**.
- In the upper left-hand screen there is a search bar. Click on the icon with 3 stacked horizontal lines to the left of the search bar (**menu**).
- Select "**Your Places**". Under Your places, you should see "labeled, saved, visited, and maps". Select Maps.
- **Choose map** from list (or create new map)
- On the left-hand side, you will see the title of the map, list of pins that already exist, and "**Open in My Maps**". Click on "Open in My Maps". If you don't do this, you will only be able to look at the map and save places but not make any edits. If locations are showing up as stars instead of pins, you will not be able to add additional content. Go back to "open in my maps" to create pins.

Documenting Pins

- Use the search bar to find location.
- The location will show on the map – click + Add to map
- After the pin is added to the map, you can utilize several features.
 - Pencil icon – add text
 - Camera – Picture or Youtube Video
 - Paint bucket – Change Pin Style or color