

MEI 



# My Maps for Easy Content Creation



## OVERVIEW

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### Creating a map

- Adding map features
- Editing the data table
- Styling
- Adding visuals

### Importing data

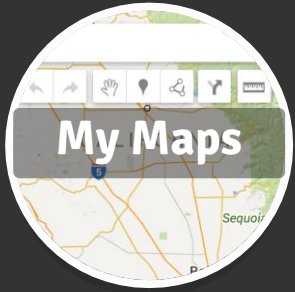
- Spreadsheets
- KMLs
- Photo albums

### Sharing & Collaboration

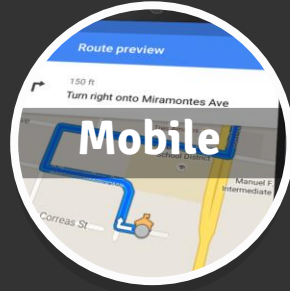
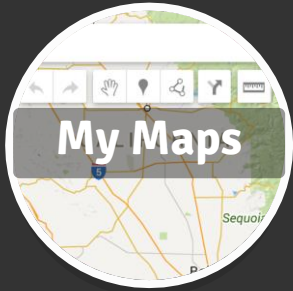
- Sharing settings
- Viewing My Maps across different platforms
- Collaboration

**Google My Maps** is an easy-to-use tool for **making**, **viewing**, and **sharing** custom maps.

You can make a new map at  
[mymaps.google.com](https://mymaps.google.com)



You can make a new map at  
[mymaps.google.com](https://mymaps.google.com)



and then view it anywhere you use  
**Google Maps.**

**New features**

## Photo demo

1 view

All changes saved in Drive

Add layer Share Preview

### Imported Photos

Individual styles

Unnamed Road

Wharf Road

Ridge Road

Unnamed Road

Wharf Road

Ridge Road

Ridge Road

Wharf Road

Unnamed Road

Wharf Road

Ridge Road

Ridge Road

Wharf Road

Ridge Road

Wharf Road

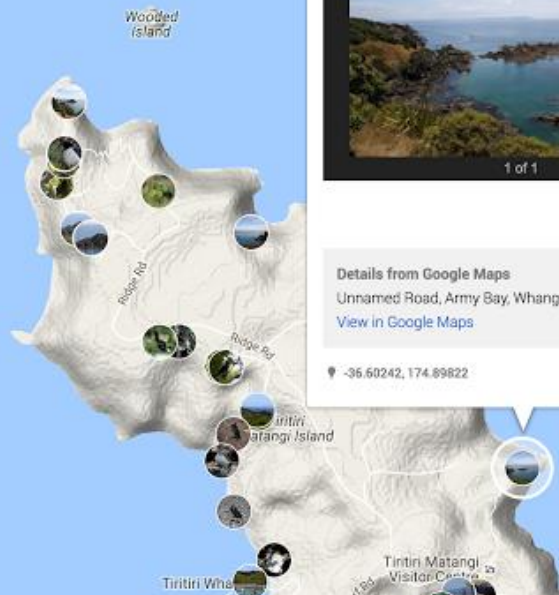
Ridge Road

Unnamed Road

Ridge Road

Ridge Road

Wharf Road



### Unnamed Road



1 of 1

Details from Google Maps

Remove

Unnamed Road, Army Bay, Whangaparaoa, New Zealand  
[View in Google Maps](#)

-36.60242, 174.89822



# Photo album import

explore sample maps at  
**[sites.google.com/site/mymapssamples](https://sites.google.com/site/mymapssamples)**



my maps samples



# Getting Started



Welcome to  
My Maps

[Create a new map](#)

[Open a map](#)




[Take a tour](#)


<https://mymaps.google.com>


# Give Your Map a Title and Description

Untitled map

All changes saved in Drive

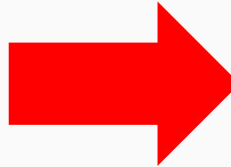
 Add layer  Share 


Untitled layer 

 Import

Add places to this layer by drawing or importing data. [Learn more](#)


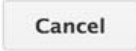
Base map



Edit map title and description 

Important Places

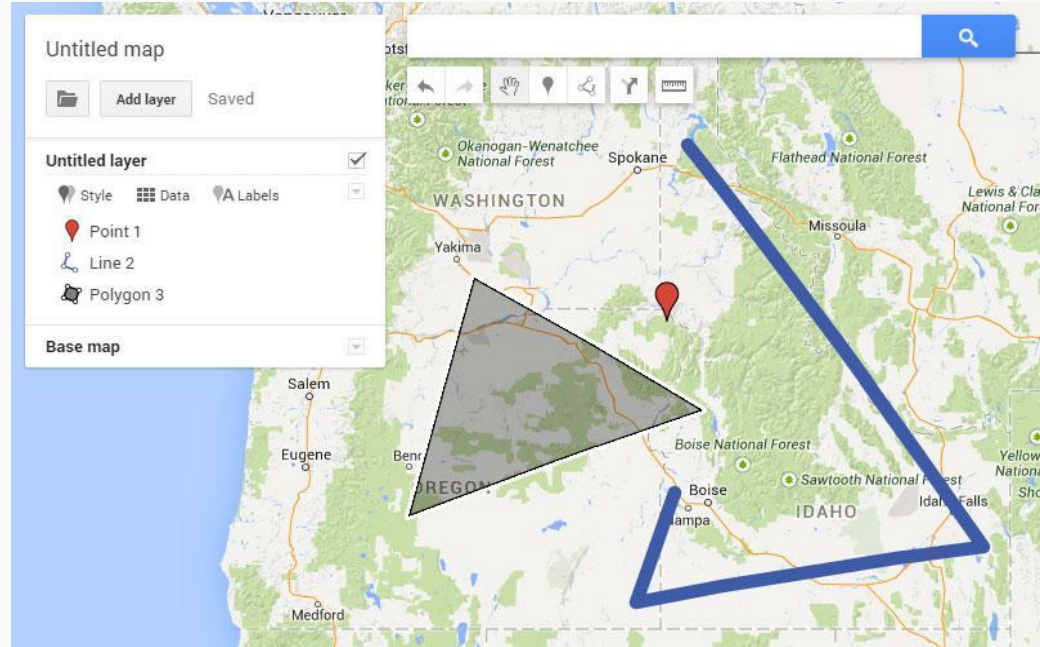
The 3 most important places for participants in the Indigenous Mapping Workshop.

 Save  Cancel

# Hands-on Activity #1: Create a new map

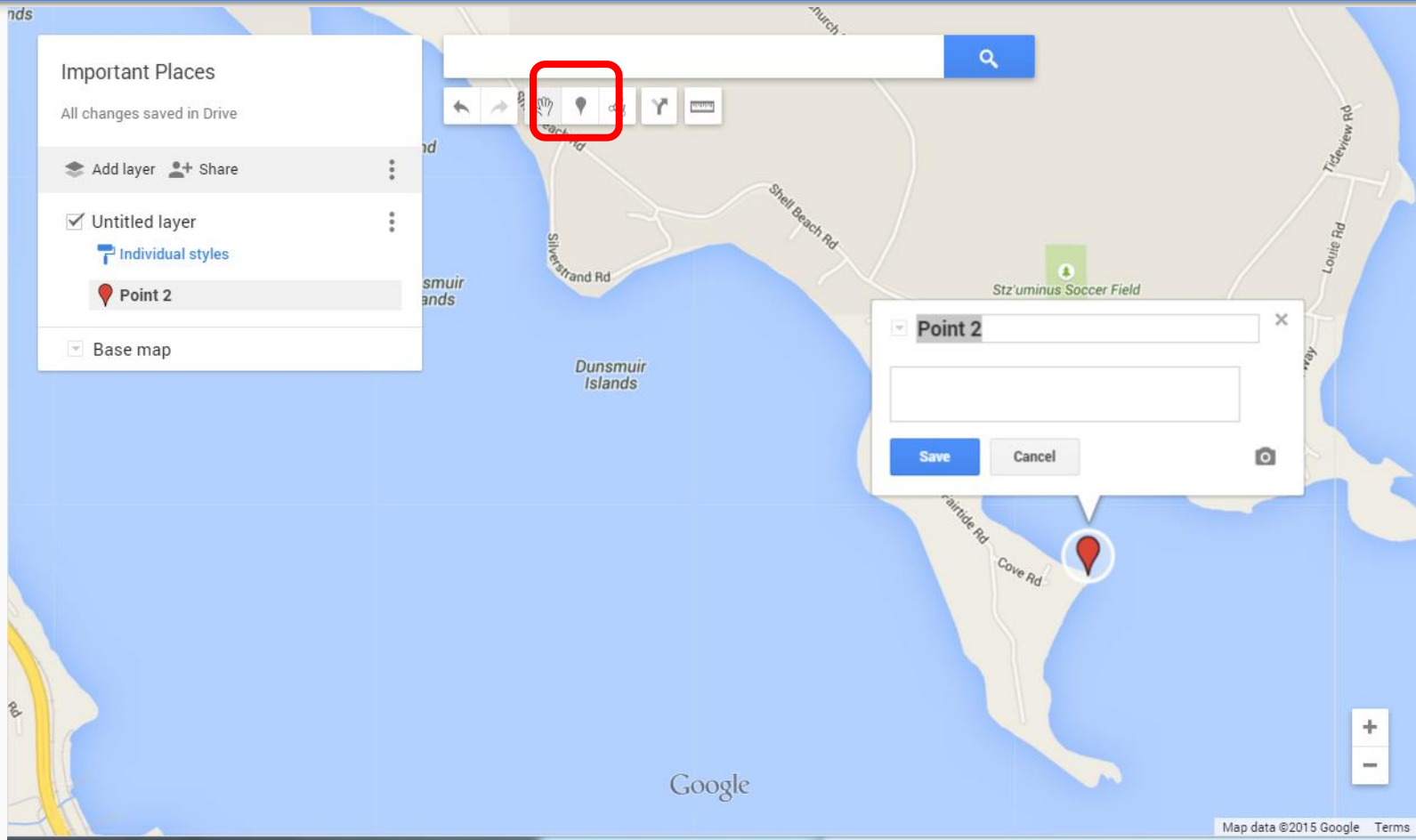
1. Create a new map at [mymaps.google.com](https://mymaps.google.com)

1. Give your map a title and description.

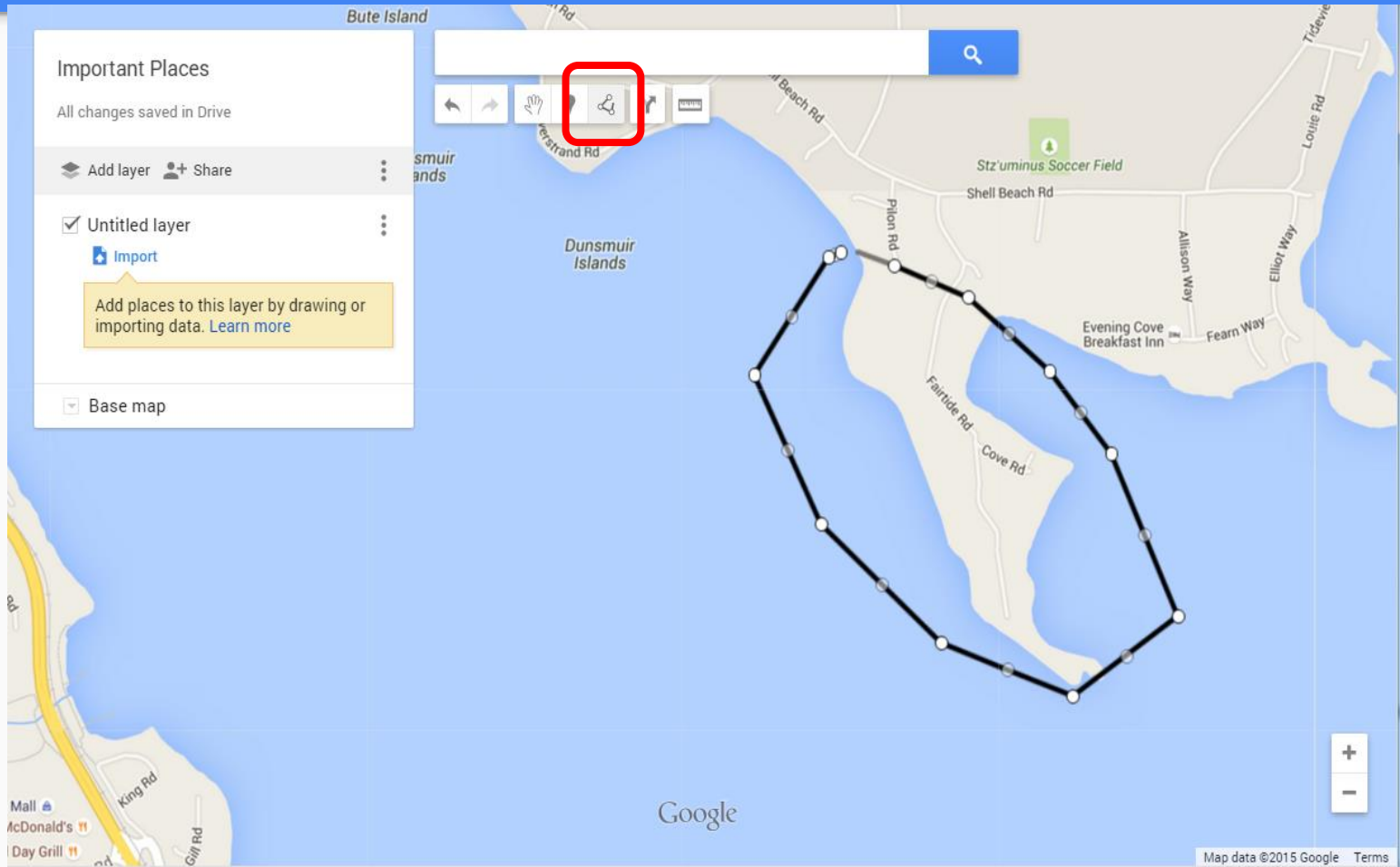


**Add Your Data**

# Adding points



# Adding lines and polygons



# Add a Location by Searching

The screenshot displays the Google My Maps interface. On the left, the 'Important Places' sidebar is visible, containing a search bar with the text 'Dunsmuir Islands, Cowichan Vall...', a list of 'Dunsmuir Islands' with a green location pin icon, and an 'Untitled layer' section with an 'Import' button and a yellow callout box that reads 'Add places to this layer by drawing or importing data. [Learn more](#)'. Below this is a 'Base map' section. The main map area shows a satellite view of the Dunsmuir Islands. A search bar at the top right contains a magnifying glass icon. A map toolbar with navigation icons is positioned below the search bar. A details popup window titled 'Dunsmuir Islands' is open, showing 'Details from Google Maps' with the address 'Dunsmuir Islands, Cowichan Valley H, BC, Canada' and a 'Google+ page' link. A red rectangular box highlights the 'Add to map' button within this popup. A green location pin is placed on the map, with a label 'Dunsmuir Islands' and a speech bubble pointing to the 'Add to map' button.

**Important Places**

The 3 most important places for participants in the Indigenous Mapping Workshop.

All changes saved in Drive

Add layer Share

Dunsmuir Islands, Cowichan Vall...

Dunsmuir Islands

Untitled layer

Import

Add places to this layer by drawing or importing data. [Learn more](#)

Base map

**Dunsmuir Islands**

Details from Google Maps

Dunsmuir Islands, Cowichan Valley H, BC, Canada

[Google+ page](#)

Add to map



# Add to the Infowindow

## Important Places

The 3 most important places for participants in the Indigenous Mapping Workshop.

All changes saved in Drive

 Add layer  Share 

Untitled layer 

 Individual styles

 **Dunsmuir Islands**

Base map



### **Dunsmuir Islands**

These are small islands in the Ladysmith harbour.

#### **Details from Google Maps**

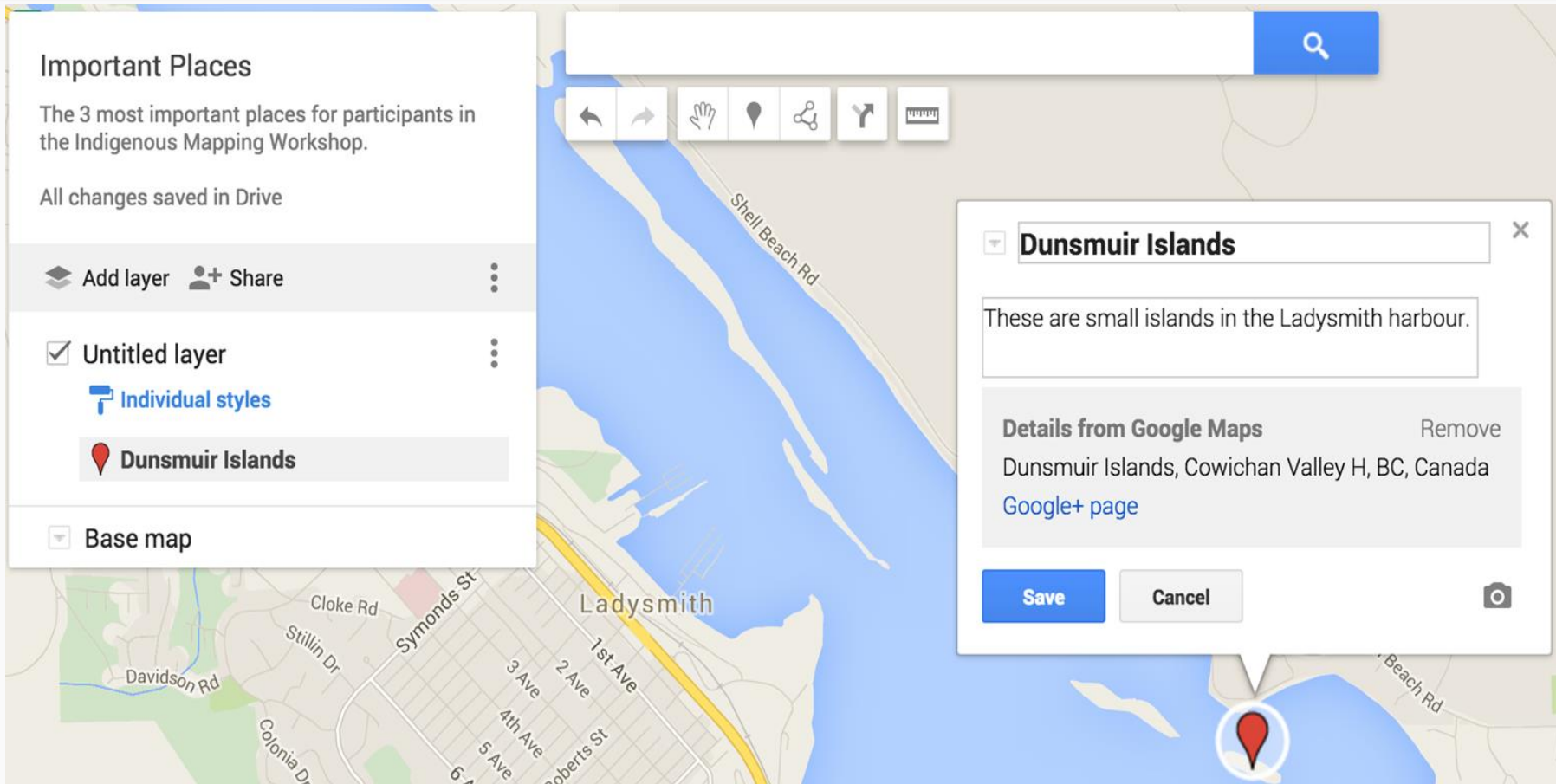
[Remove](#)

Dunsmuir Islands, Cowichan Valley H, BC, Canada

[Google+ page](#)

**Save**

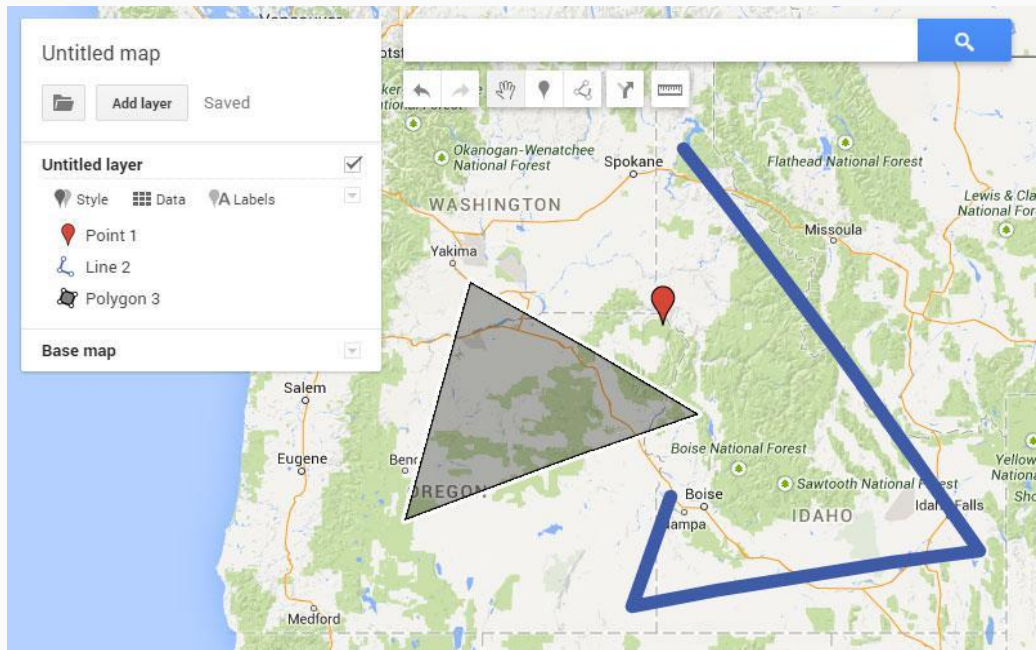
Cancel



# Hands-on Activity #2: Add features to your map

1. Add a point, line and polygon

1. Edit the titles and descriptions



# **Style your Map**

# Select the Base Map style

**Important Places**  
The 3 most important places for participants in the Indigenous Mapping Workshop.

All changes saved in Drive

☰ Add layer    👤 + Share    ⋮

Untitled layer    ⋮  
🗺 Individual styles

📍 Dunsmuir Islands

Base map

**Dunsmuir Islands** ✕

**description**    These are small islands in the Ladysmith harbour.

**Indigenous name** Swethuqun

✎ ↶ 🗑

Google




The screenshot displays the Google Maps interface. On the left, a 'Layers' panel is open, showing 'Important Places' with a description, 'All changes saved in Drive', and a list of layers including 'Untitled layer' (with 'Individual styles' selected) and 'Dunsmuir Islands'. Below this is a 'Base map' section with a grid of 9 different map styles. A search bar at the top right contains the text 'Dunsmuir Islands'. The map shows a coastal area with streets like 'Shell Beach Rd', 'Ladysmith', and 'Bayview Ave'. A red location pin is placed on the map, and a popup window is open over it, displaying the name 'Dunsmuir Islands', a description, and the indigenous name 'Swethuqun'. The Google logo is visible in the bottom right corner of the map area.

# Select the Base Map style

## Important Places

The 3 most important places for participants in the Indigenous Mapping Workshop.

All changes saved in Drive

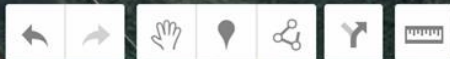
 Add layer  Share 

Untitled layer 

 Individual styles

 **Dunsmuir Islands**

Base map



## Dunsmuir Islands

**description** These are small islands in the Ladysmith harbour.

**Indigenous name** Swethuqun



Ladysmith

Symonds St

1st Ave

6 Ave

em St

# Change the Icon Style

## Important Places

The 3 most important places for participants in the Indigenous Mapping Workshop.

All changes saved in Drive

 Add layer  Share

Untitled layer

Colour



Icon shape



More icons

## Dunsmuir Islands

**description** These are small islands in the Ladysmith harbour.

**Indigenous name** Swethuqun



# Editing icons

Choose an icon ✕

[Shapes](#) [Sport and Recreation](#) [Places](#) [Transport](#) [Crisis](#) [Weather](#) [Animals](#) Filter:

**Shapes**

**Sport and Recreation**

**Places**

**click here for custom icons**

[See older icons](#)











































# Custom Icons from UVic's Ethnographic Mapping Lab!

UVic's Ethnographic Mapping Lab has made freely available [custom icons](#) in Google Earth style for Mapping Projects.



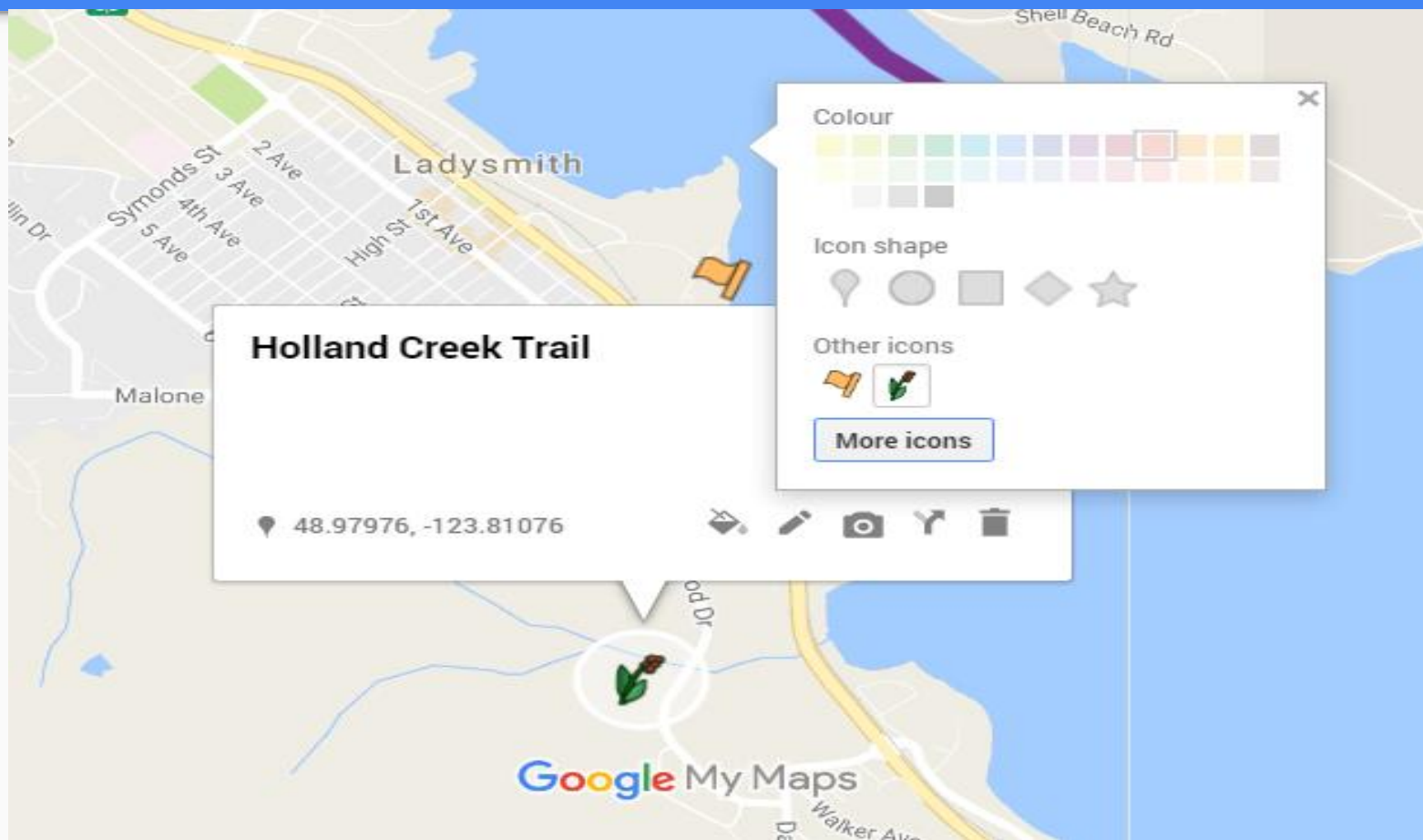


# Copy Image address to add custom icon to My Maps

Flatfish						
Roe						
Bivalve						
Seafood						
Crab						
Eggs						
Kelp						
Berries						

- Open link in new tab
- Open link in new window
- Open link in incognito window
- Save link as...
- Copy link address
- Open image in new tab
- Save image as...
- Copy image
- Copy image address
- Search Google for image
- Google Keep Chrome Extension
- LastPass
- Inspect Ctrl+Shift+I

# Change the Icon Style



## Hands-on Activity #3: Style your map

1. Change your base map style.
1. Change your icon style
1. Change the color of a line or polygon.

# Add Photos and Videos to your Placemarks

The screenshot displays the Google Maps interface with a placemark edit dialog open. On the left, a sidebar titled "Important Places" shows a list of layers: "Untitled layer" (checked), "Styled by Category", "cultural (1)", and "harvesting (1)". Below this is the "Base map" section. The main map area shows a coastal region with a placemark labeled "Dunsmuir Islands" highlighted by a blue circle. A search bar at the top right contains the text "Dunsmuir Islands". The edit dialog for this placemark is open, showing the following fields:

- description**: These are small islands in the Ladysmith harbour.
- Indigenous name**: Swethuqun
- Category**: harvesting
















At the bottom of the dialog are "Save" and "Cancel" buttons. A red square highlights a camera icon in the bottom right corner of the dialog, indicating the option to add a photo or video to the placemark.

# Add Photos to your Placemarks

Choose an image or a video ×

Upload   Web camera   Image URL   **Your photos**   Google Drive   Google Image Search   More ▾

Your photos ▶ Photos from posts

 <p>2016-10-30 1 photo</p>	 <p>2016-10-22 1 photo</p>	 <p>2016-10-22 1 photo</p>	 <p>2016-10-18 1 photo</p>	 <p>2016-10-14 1 photo</p>
 <p>2016-10-14 1 photo</p>	 <p>2016-10-09 1 photo</p>	 <p>2016-10-09 1 photo</p>	 <p>2016-10-09 1 photo</p>	 <p>2016-08-27 1 photo</p>
				

Select   Cancel

# Add Photos to your Placemarks cont'd

The screenshot displays the Google Maps interface with a placemark for 'Dunsmuir Islands' in Ladysmith harbour. The map shows a bay with several small islands and boats. A sidebar on the left lists 'Important Places' and 'Untitled layer' with categories like 'cultural' and 'harvesting'. A search bar at the top right contains 'Dunsmuir Islands'. The placemark popup shows a photo of the islands, a description, and an indigenous name 'Swethuqun'.

**Important Places**  
The 3 most important places for participants in the Indigenous Mapping Workshop.  
All changes saved in Drive

Add layer Share

**Untitled layer**  
Styled by Category

- cultural (1)
- harvesting (1)

Base map

**Dunsmuir Islands**

1 of 1

**description** These are small islands in the Ladysmith harbour.

**Indigenous name** Swethuqun

Save Cancel


# Add a YouTube Video to your Placemarks

## Choose an image or a video ×

Google Image Search   Image URL   Video search   **YouTube URL**

Paste YouTube URL here:

Kayaking Ladysmith harbour



**Select**   **Cancel**

**note:** YouTube videos should be set to 'public' for My Maps to display them

# Add a YouTube Video to your Placemarks cont'd

The screenshot displays the Google My Maps interface. On the left, the 'Important Places' panel is open, showing a list of layers: 'Untitled layer' (checked), 'MyMaps Demo (Responses)' (unchecked), and 'Base map' (checked). The 'Untitled layer' is expanded to show 'cultural (1)' and 'harvesting (1)'. The main map area shows the Dunsmuir Islands in the Ladysmith Harbour, with labels for Cassidy, Nanaimo Airport, and Swethuqun. A video player overlay is positioned over the map, displaying a video titled 'Kayaking Ladysmith harbour'. The video shows a person kayaking on the water. Below the video, the description reads: 'These are small islands in the Ladysmith harbour.' and the 'Indigenous name' is listed as 'Swethuqun'. The video player includes a play button, a progress bar, and a '2 of 2' indicator.

**Important Places**  
The 3 most important places for participants in the Indigenous Mapping Workshop.  
All changes saved in Drive

Add layer  Share

**Untitled layer**

- Styled by Category**
- cultural (1)
- harvesting (1)

MyMaps Demo (Responses)

**Base map**

**Dunsmuir Islands**

Kayaking Ladysmith harbour

< 2 of 2

**description** These are small islands in the Ladysmith harbour.

**Indigenous name** Swethuqun



## Hands-on Activity #4: Add photos and videos to your map

1. Add a photo from your computer or from the web
2. Add a YouTube video

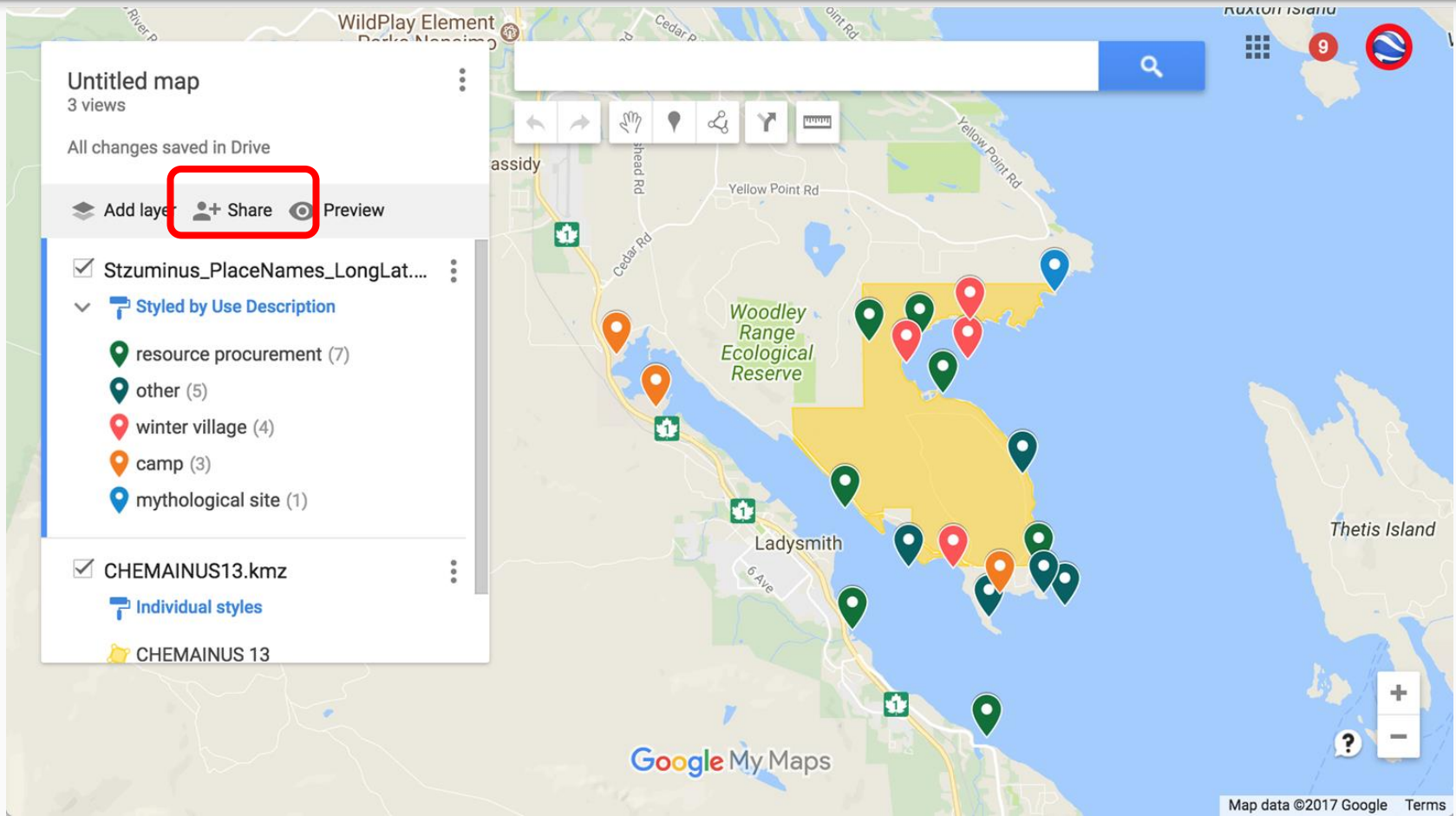
Note: You can add multiple images to a placemark.

**Share your Map**

# Preview your map to see what it will look like to others




The image shows a screenshot of the Google My Maps web interface. On the left, a sidebar for an "Untitled map" is open, showing "3 views" and "All changes saved in Drive". It includes buttons for "Add layer", "Share", and "Preview", with the "Preview" button highlighted by a red rectangle. Below these are two layers: "Stzuminus\_PlaceNames\_LongLat..." (checked) and "CHEMAINUS13.kmz" (checked). The "Stzuminus..." layer is styled by "Use Description" and contains several categories of markers: "resource procurement (7)", "other (5)", "winter village (4)", "camp (3)", and "mythological site (1)". The "CHEMAINUS13.kmz" layer is also visible. The main map area shows a coastal region with a yellow-shaded area, "Woodley Range Ecological Reserve", and "Ladysmith". Numerous colored pins are placed on the map. The Google My Maps logo is at the bottom center, and map data is attributed to ©2017 Google.

# Share a Link to your Map



# Set your Privacy Settings

## Link sharing

-  **Public on the web**  
Anyone on the Internet can find and access this. No sign-in required.
-  **Anyone with the link**  
Anyone who has the link can access. No sign-in required.
-  **Specific people**  
Shared with specific people.

Access: Anyone (no sign-in required) [Can view](#) ▾

Save

Cancel

# Collaborate on your Map

Invite people:



team@teammates.com ×

Add more people...



Can edit ▾



Notify people via email - [Add message](#)

Send

Cancel



Send a copy to m



Can edit

Can view

# Embed your Map in your Website

## Important Places

The 3 most important places for participants in the Indigenous Mapping Workshop.

All changes saved in Drive

 Add layer  Share 

Ur

New map

Open a map

Delete this map

Set default view

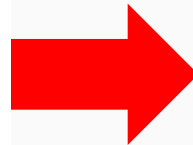
Embed on my site

Export to KML

Print map

My

 Base map



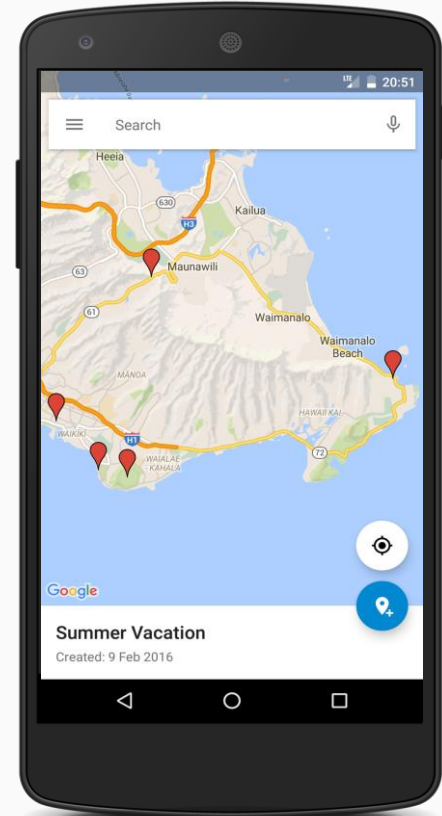
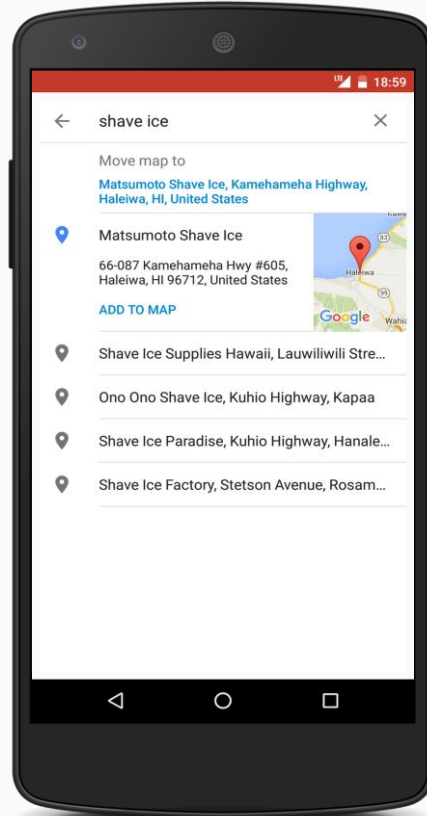
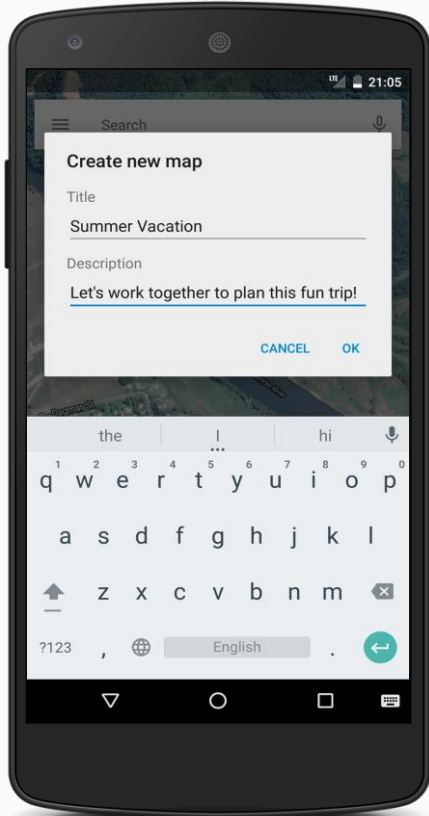
## Embed this map

To embed this map in your own website, copy the following HTML and paste it in the source code for your page:

```
<iframe  
src="https://www.google.com/maps/d/embed?  
mid=zYm8O7n_5GKw.kBvuSnt11nQs" width="640"  
height="480"></iframe>
```

OK

# View and edit in Android with the Google My Maps App (Android)

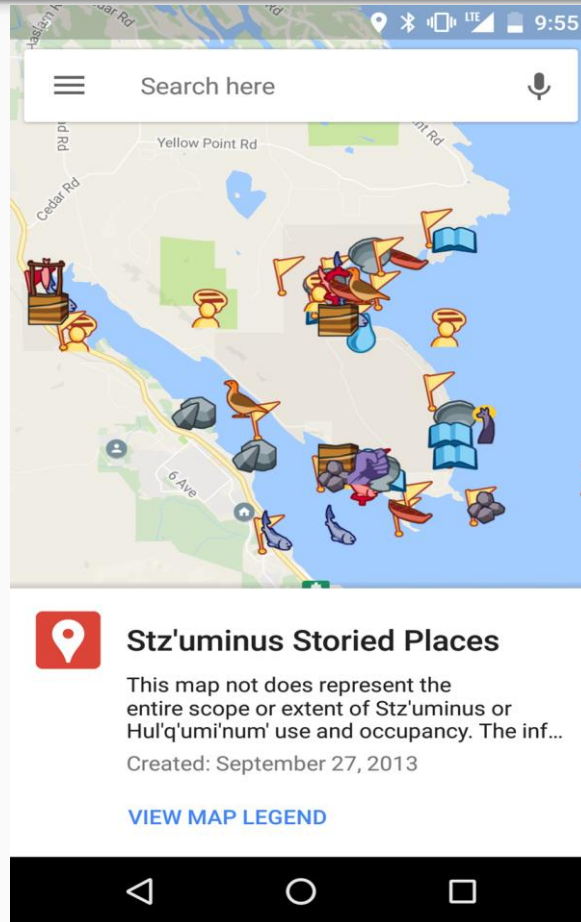




# View in Google Maps in your desktop browser in Google Maps

The screenshot displays the Google Maps desktop interface. The browser's address bar shows the URL: <https://www.google.ca/maps/@48.9990519,-123.8228261,13z/data=!4m2!10m1!1e4>. The main map area shows a coastal region with several labeled locations: Woodley Range Ecological Reserve (highlighted in green), St'z'uminus First Nation, Ladysmith, Frank Jameson Community Centre &..., and Coronation Mall. Roads shown include Brenton Page Rd, Christie Rd, Shell Beach Rd, Church Rd, and Tidewey Rd. A large body of water, Kulleet Bay, is visible to the east. The sidebar on the left, titled 'Your places', lists several saved locations with their dates: St'z'uminus Storied Places (November 10, 2016), IMW Denver 2015 Demo (November 10, 2016), Experiment (November 10, 2016), CICADA - Forestry Concerns (November 8, 2016), CICADA - Hul'qumi'num Settlement Sites (October 27, 2016), CICADA - Marine Concerns (October 27, 2016), Two Houses Half-Buried in Sand (October 27, 2016), and IMWC 2016 Fusion Table/My Maps Example (October 25, 2016). A 'CREATE MAP' button is located at the bottom of the sidebar. The bottom of the screen features a scale bar (1 km), copyright information (Map data ©2016 Google), and links for Terms and Send feedback. The Google logo is also present in the bottom right corner of the map area.

# View Google My Maps in Google Maps on Android & iOS



# Importing Data

## Supported file types:

CSV, TSV

Google Sheets & MS Excel (xlsx)

KML, KMZ

GPX

Google Photo Albums

## Requirements & limits

Min. of 2 columns: name/location

Max 10,000 features (points, lines, polygons) per map

Max 2,000 features per layer

Max 50 attributes (columns) per feature

Max 5 MB upload per KML/KMZ

Max 2,000 rows/points per upload

# Importing KML

**Stz'uminus Place Names** 🔍 ⋮

5 views ☆  
[SHARE](#) [EDIT](#)

**Place Names**

- 📍 resource procurement
- 📍 other
- 📍 winter village
- 📍 camp
- 📍 mythological site

**Chemainus No. 13 Reserve**

- 📍 CHEMAINUS 13

Map data ©2017 Google [Terms](#) 2,000 ft

Made with Google My Maps

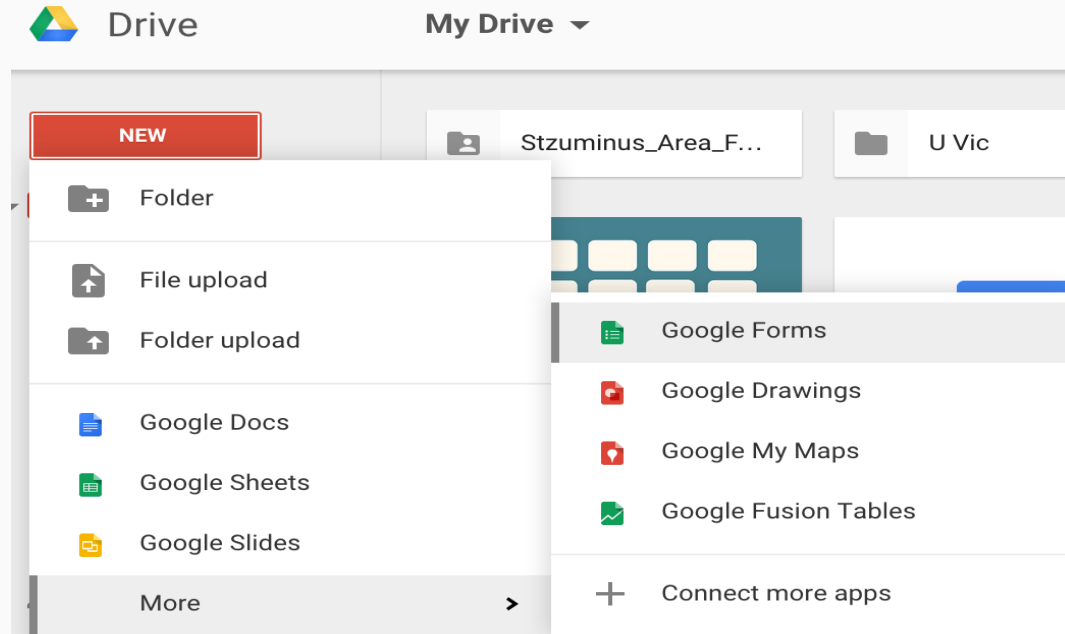
Google My Maps

The map displays the Chemainus No. 13 Reserve area, which is shaded in light brown. To the west, the Woodley Range Ecological Reserve is shaded in light green. The map includes several colored markers: purple (resource procurement), orange (other), yellow (winter village), green (camp), and teal (mythological site). Labeled locations include Chemainus 13, Ladysmith, and Kulleel Bay. Street names such as Yellow Point Rd, O Brian Rd, and Church Rd are visible. A sidebar on the left contains a legend and a list of selected place names. The top of the interface shows the title 'Stz'uminus Place Names' and navigation icons. The bottom of the map includes a scale bar and copyright information.

# **Collaborate Online to Build your Map**

# Using Google Forms and Sheets to Collaborate on Maps

We can crowd-source My Maps by using tools in Drive like [Forms](#) and [Sheets](#)



# Forms can be Quickly Created...

**Untitled form** ☆

File Edit View Insert Responses (0) Tools Help

Theme... Accepting responses Choose response destination View live form

Form Settings

Show progress bar at the bottom of form pages

Page 1 of 1

**Untitled form**

Form Description

**Untitled Question**

Option 1

Add item

Confirmation Page

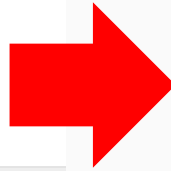
Your response has been recorded.

Show link to submit another response

Publish and show a public link to form results ?

Allow responders to edit responses after submitting

Send form



**MyMaps Demo** ☆

File Edit View Insert Responses (0) Tools Add-ons Help All changes sa

Edit questions Change theme View responses View live form

Page 1 of 1

**MyMaps Demo**

Form Description

**Name\***  
Your name

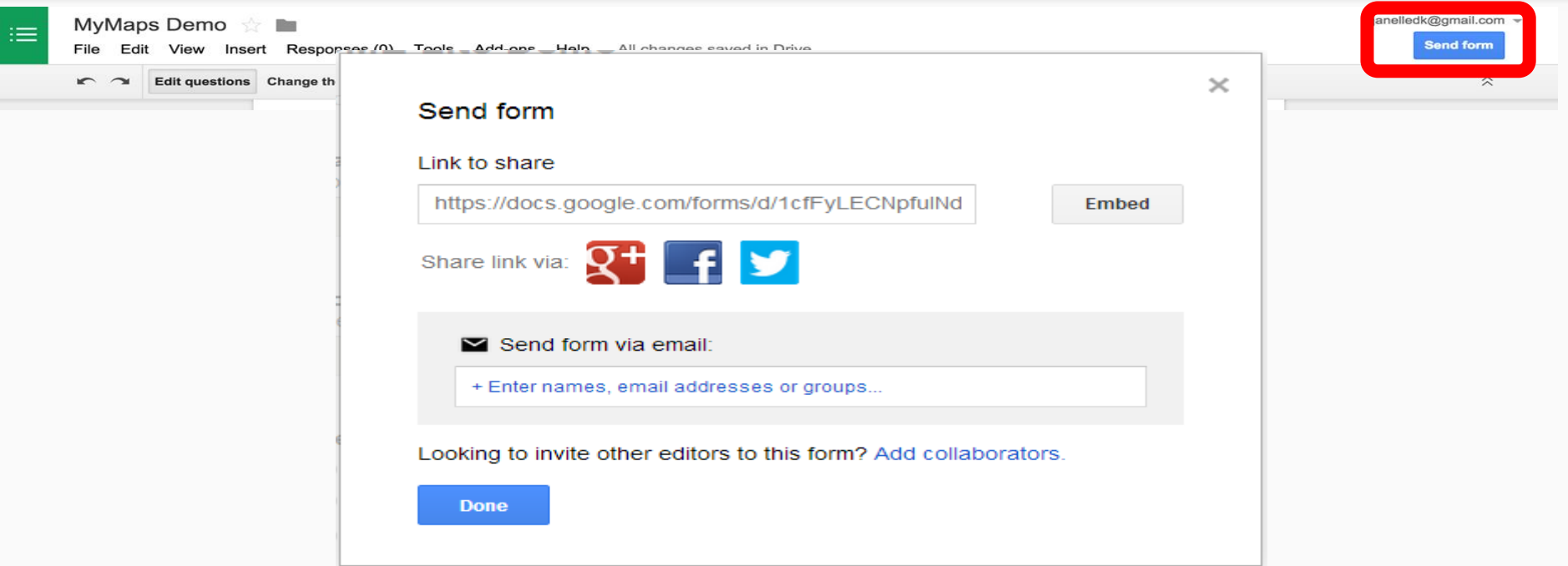
**Hometown**  
The place you call home

**Favourite Language you speak**

**Current Residence**  
What city/town do you live in now?



# ... and Shared with Others to Populate Sheets



click [here](#) to open IMW Google Form

# Responses in the Form will Populate a Google Sheet

The screenshot shows a Google Sheet interface. At the top, the title bar reads "MyMaps Demo (Responses)" with a star icon and a folder icon. Below the title bar is a menu bar with options: File, Edit, View, Insert, Format, Data, Tools, Form, Add-ons, and Help. A toolbar is visible below the menu bar, containing icons for print, undo, redo, copy, paste, currency, percentage, decimal, thousandths, font size (123), font family (Arial), font size (10), bold, italic, strikethrough, text color, background color, grid, zoom, and print. The spreadsheet grid has a formula bar at the top left with "fx" and "Timestamp". The grid has 8 rows and 5 columns. The headers are: Row 1, Column A: "Timestamp"; Row 1, Column B: "Name"; Row 1, Column C: "Hometown"; Row 1, Column D: "Favourite Language you speak"; Row 1, Column E: "Current Residence". Rows 2 through 8 are empty.

	A	B	C	D	E
1	Timestamp	Name	Hometown	Favourite Language you speak	Current Residence
2					
3					
4					
5					
6					
7					
8					

Note: the RESPONSES Sheet will be auto-saved in the same place in Drive as your Google Form

# Import the Sheet into My Maps

**Important Places**  
The 3 most important places for participants in the Indigenous Mapping Workshop.  
All changes saved in Drive

☰ Add layer    👤 Share

**Untitled layer**  
📄 **Styled by Category**

- 📍 cultural (1)
- 📍 harvesting (1)

**Import**  
Add places to this layer by dr importing data. [Learn more](#)

☑ Base map

**Choose a file to import**

← **My Drive**    Shared with Me    Recent

Stzuminus\_Area\_F...    U Vic

MyMaps Demo (Resp...    Indigenous Mapping ...

Select    Cancel

Map labels: Jich Rd, Shell Beach Rd, Ladysmith, Swethuqun, aqw'um, 1st Ave, 2nd Ave, 3rd Ave, 1st St, 2nd St, 3rd St, Shell Beach

- 1) My Maps will geocode your data
- 2) You will be asked which column to use to label your placemarks

## Choose columns to position your placemarks

Select the columns from your file that tell us where to put placemarks on the map, such as addresses or latitude-longitude pairs. All columns will be imported.

- Timestamp ?
- Name ?
- Hometown ?
- Favourite Language you speak ?
- Current Residence ?

Continue

Back

Cancel

## Choose a column to title your markers

Pick a column to use as the title for the placemarks, such as the name of the location or person.

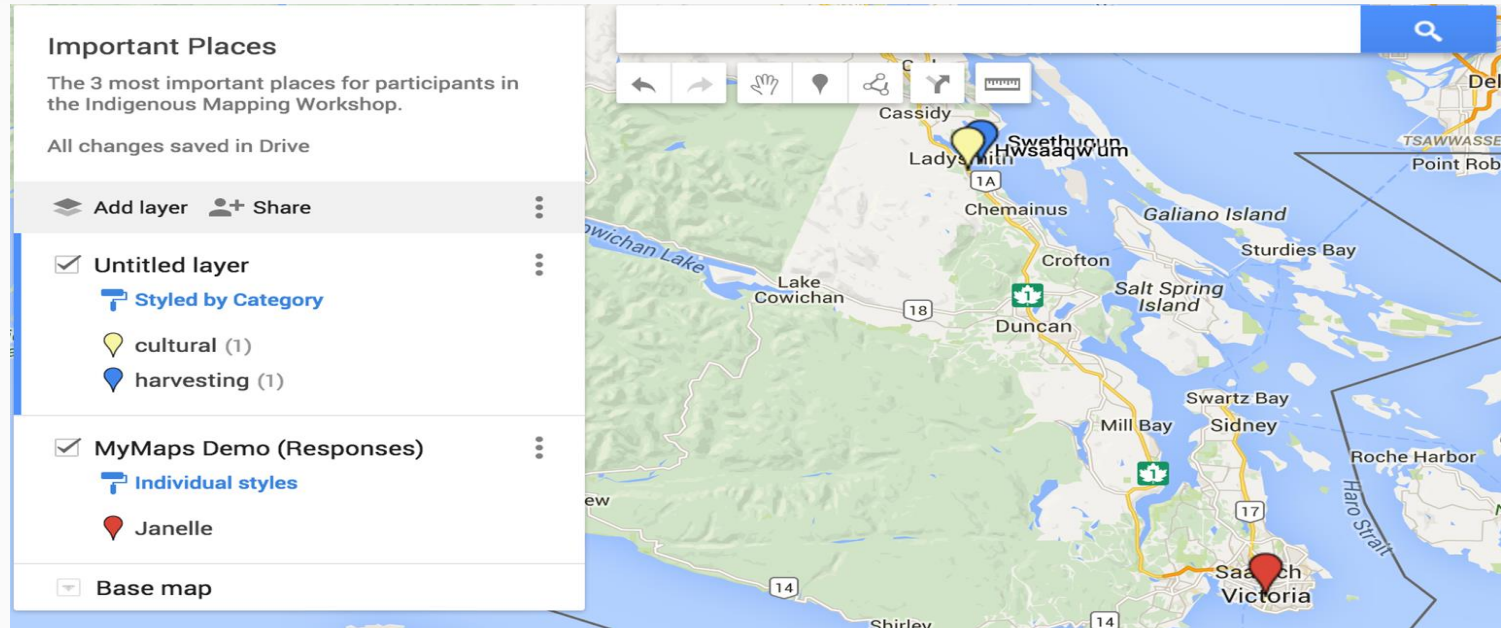
- Timestamp ?
- Name ?
- Hometown ?
- Favourite Language you speak ?
- Current Residence ?

Finish

Back

Cancel

# Final Product



A crowd-sourced My Maps that can be styled and shared

Thank you!

