An Introduction to Google Maps

This document provides an introduction to using Google Maps. Google Maps is free to use, although some features require users to create a Google Account.

Signing In

To sign into Google Apps for Education,

1. Go to http://go.uis.edu/google
2. Select Continue. Log in with your NetID and password.
3. Select Maps.

Using the Map

1. Navigating
   a. Zooming in and out on Google Maps can be done in a variety of ways. Most simply, using the wheel on the mouse and pushing forward will zoom in, and backward will zoom out.
   b. The navigation bar located to the left of every map can also be used to zoom in and out by clicking the “+” and “-” buttons, or dragging the bar on the scale.
   c. By right clicking on any part of a map, Zoom in and Zoom out are options to select.
d. To view the geographical features of a map select Earth at the top right of the map. To view only streets and highways, select Map.

2. Finding a location
   a. The simplest way to find a location on Google Maps is to simply type the city or address you are searching for, and then click Search Maps.
   
   b. When you sign in, Google Maps will allow you to set a Home and Work location to easily access directions and locations with simply a click. Click Set location, and then enter your work/home location. Click the dropdown arrow to edit the location.

3. Getting Street Views
   a. One of the most popular features of Google Maps is the ability to get street views of certain locations when they are available. Simply click the person figure to the left of the map, and drag and drop it wherever you want to see a street view. The streets will be highlighted in blue where street views are available.
i. **Click and drag** around with your mouse to view different angles of the street view. Also, for more popular locations, icons will appear at the top prompting other popular locations nearby. **Click on the thumbnail** to see other street views.

4. **Traffic**
   
a. Another great advantage of Google Maps is that it tracks traffic live and makes it available for you to view whenever needed. **Roll your mouse** over the map icon at the top right corner of the map, and click the **Traffic** button. Points of construction and area restrictions will also be identified.
Getting Directions

1. Click the Get Directions tab to the left of the screen to enter a destination and starting point for directions. You are able to enter specific addresses, or cities for a more general route of how to reach a destination. After entering your destinations, select Get Directions.

2. Google Maps will give you directions for four different modes of transportation.
   a. Driving directions

   Select options to decide which route is best for you

   Choose between the routes they have calculated
b. Public transportation

Select when you wish to depart

Walking directions are not guaranteed

Bicycling directions are not guaranteed

Extras

1. Traveling the world from home is made possible with Google Maps. Simply type in any location in the search bar along the top of the screen, and you will be able to access a variety of different tools to explore your specified area.
a. Enter a location in the toolbar, and several options will appear on the left of the screen for you to explore.

b. Roll your mouse over the dropdown arrow in the top right corner of the map for more options to explore more areas.

c. A dropdown menu will appear offering several more options for you to check out the area.

Click Search nearby, Explore this area, or check out Places and Photos to get a better idea of what is around this area!
d. **Check marks** indicate the feature is shown on the map. Click the photos, videos, bicycle baths, or whatever you would like more information on!

Create a Map

To create your own personalized map indicating selected landmarks, etc.,

1. **Under My places, choose Create Map.**

2. **Enter a Title** for your map, choose whether you want it to be **Public** for others to view, or if you would like to keep it **Unlisted**. Additionally, select **Collaborate** to invite other
users to edit on the map.

3. At the top left screen of your map are the tools you will use to begin creating your map and marking your selected landmarks. The far left hand icon allows users to move landmarks, the middle icon allows users to place landmarks, and the far right icon allows users to draw a line, a line along roads, or draw a shape, allowing them to highlight specific areas, routes, and distances.

   a. To place a landmark, drag and drop the landmark icon to your selected location.
b. After releasing your mouse, you will be able to add a **Title** and additional information about the landmark.

c. To draw a line, route or shape, click at the starting point, and click the points to make landmarks, and then click the last point to end the line.

4. After you have finished working on your map, click **Save** on the left side of the screen.

5. Your map will now appear under the **My Places** icon, and will be listed under your maps. To edit your map, click the link of the map and select **Edit**.