

Adding locations to a Google My Map

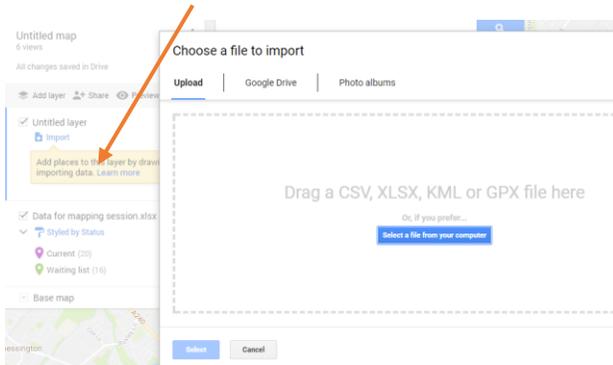
- 1) Log in to your Google account and go to <https://www.google.com/maps/d> and select Create Map



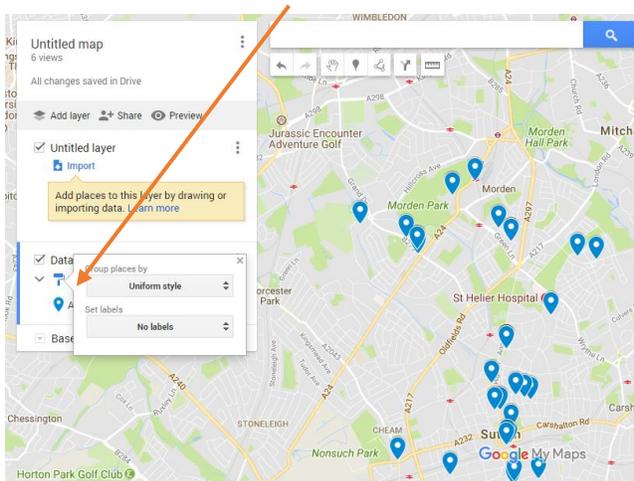
+ CREATE A NEW MAP

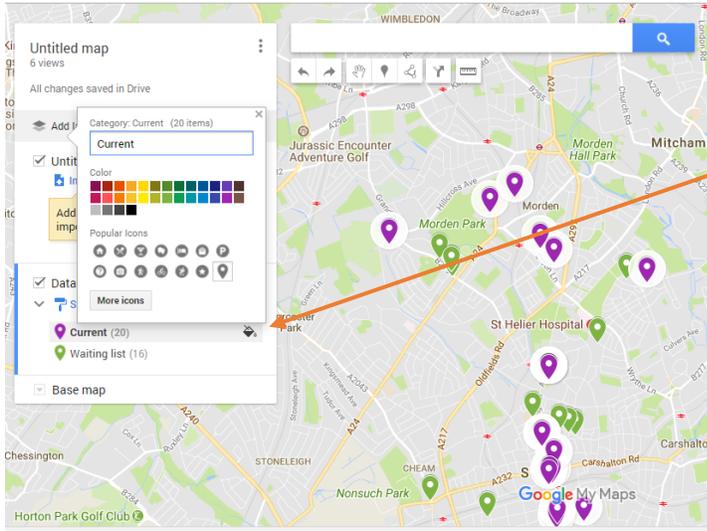
- 2) Next give your map a name and zoom into the area you want map

- 3) Click Import and then select the Excel file



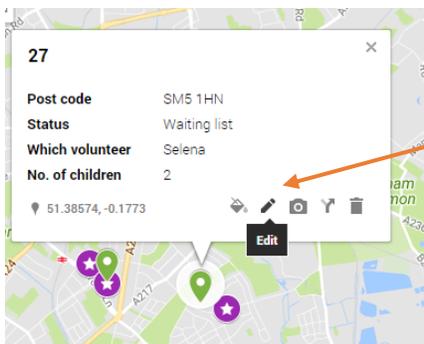
- 4) Change style and add labels



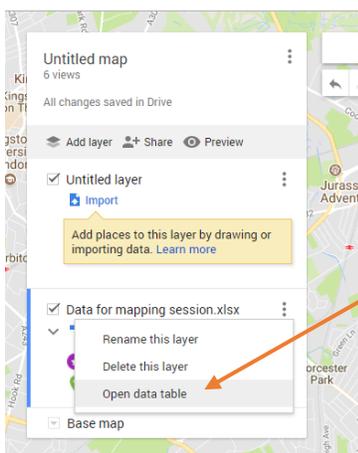


5) Change colours and icons for pins

6) Editing the map going forwards either click on the pin and then the Edit pencil



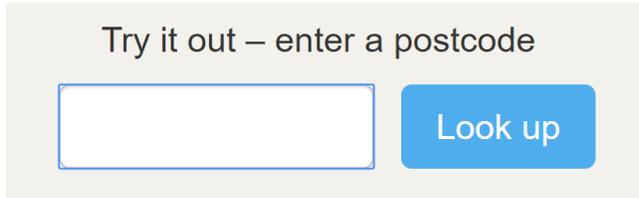
7) Or click on the 3 dots next to the Layer title and select Open data table



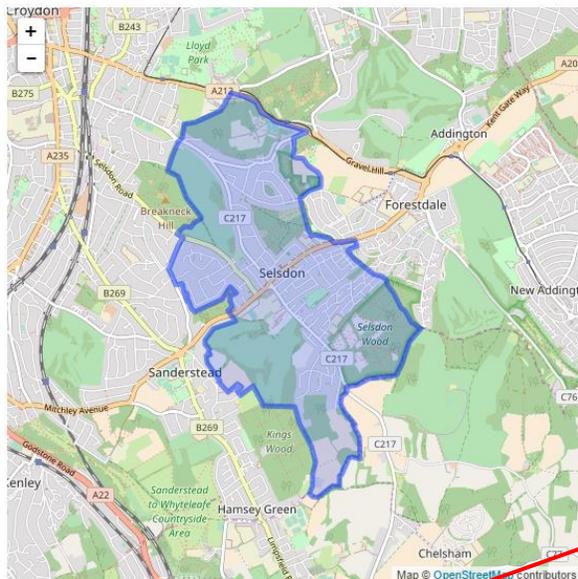
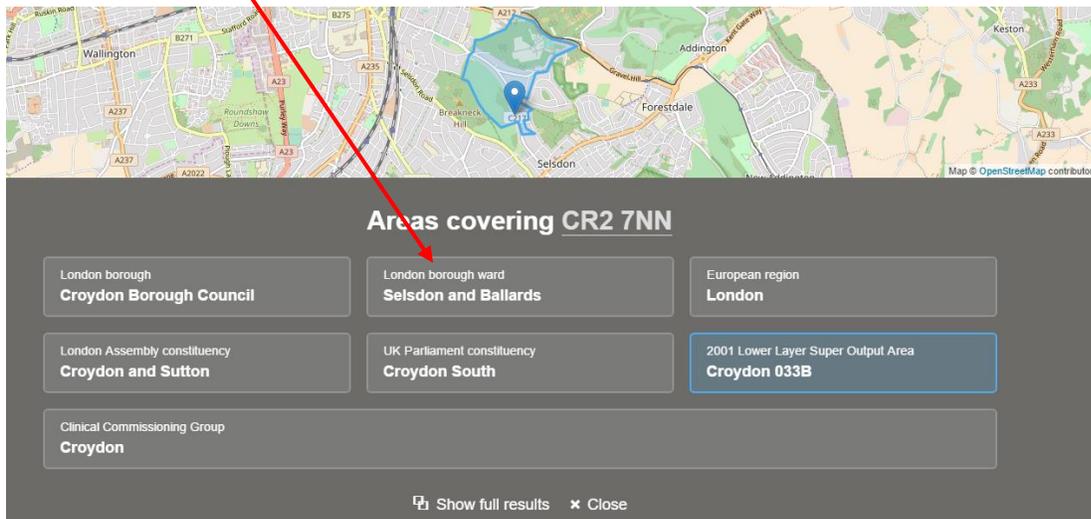
8) The Map will save in your Google Drive and if you right click you can choose who to share the map with

How to add Ward or Borough outlines on a Google My Map

- Go to <https://mapit.mysociety.org/> and then enter a postcode in the Ward, Borough or Super Output Area (SOA) you want to highlight



- Now right click on the area you want to highlight – in this example, Ward) and select Open Link in New Tab



Selsdon and Ballards ID 8108

- Type: [London borough ward \(LBW\)](#)
- Exists in generations: 1–30
- Country: [England](#)
- A child of [Croydon Borough Council](#).
- [Example postcode](#)
- [Get this data as JSON](#)

Business user? Call the MapIt API with our [powerful paid plans](#).

Geometry:

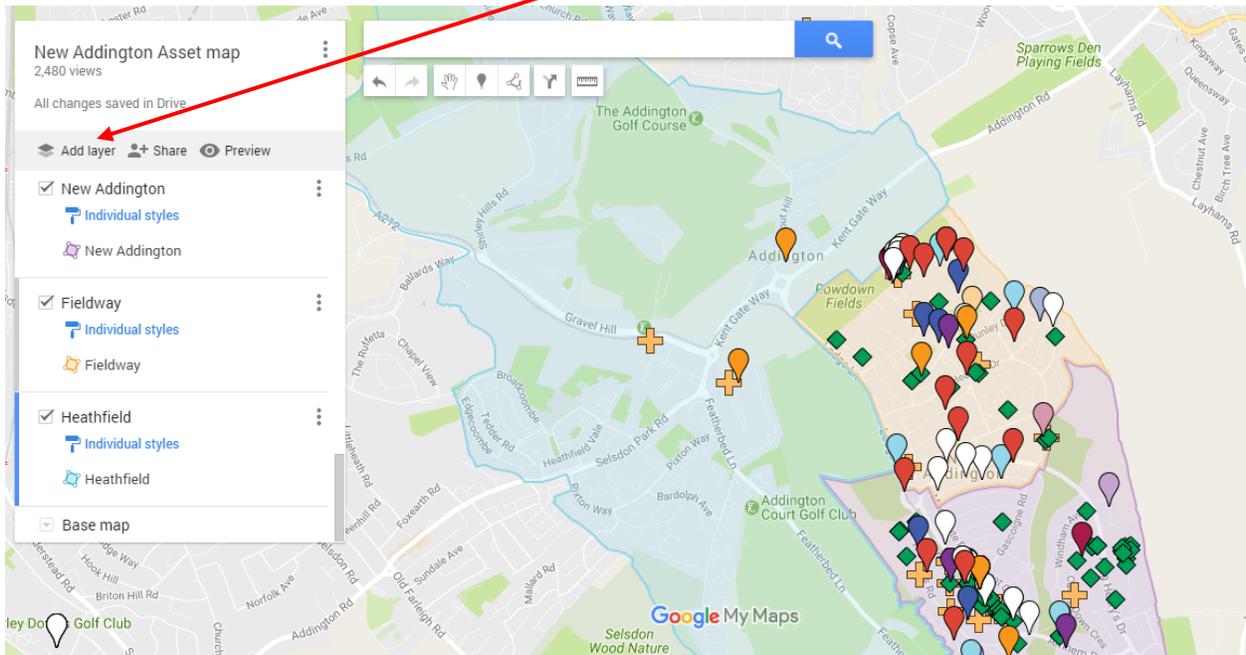
- [Geometry \(JSON\)](#)
- [WKT](#)
- [GeoJSON](#)
- [KML](#)

Areas:

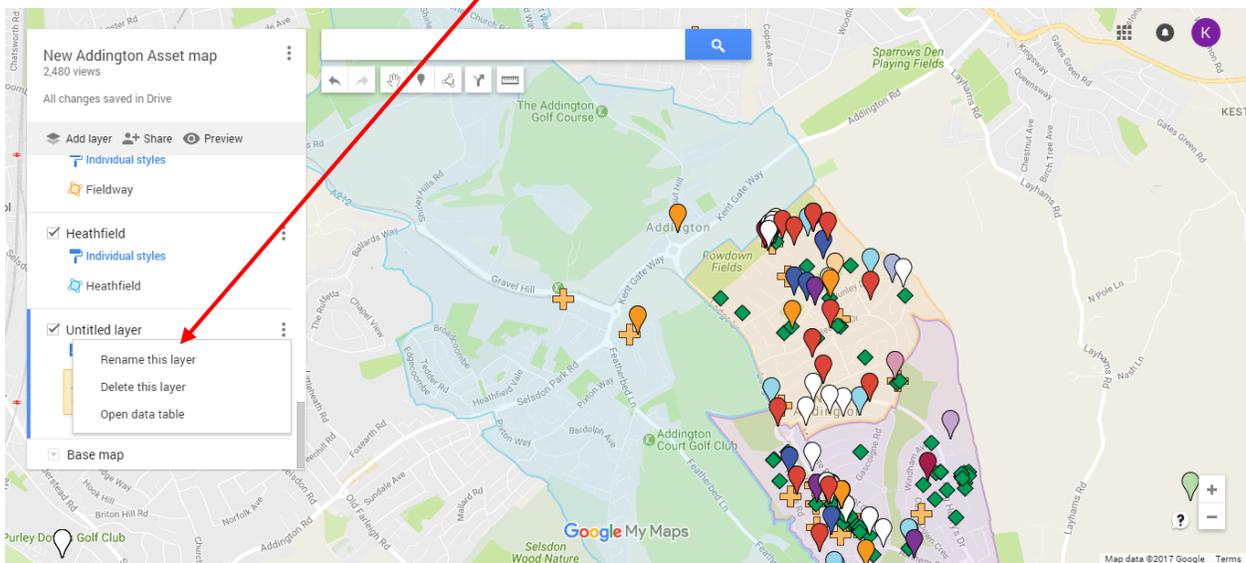
- [Touching this area](#)
- [Overlapping this area](#)
- [Covering this area](#)
- [Covered by this area](#)
- [Covered by or overlapping this area](#)

- Click on KML to download a KML file

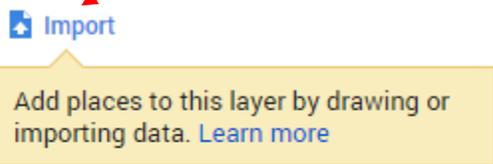
- Return to your Google Map and select Add layer



- Now rename the layer with the Ward name

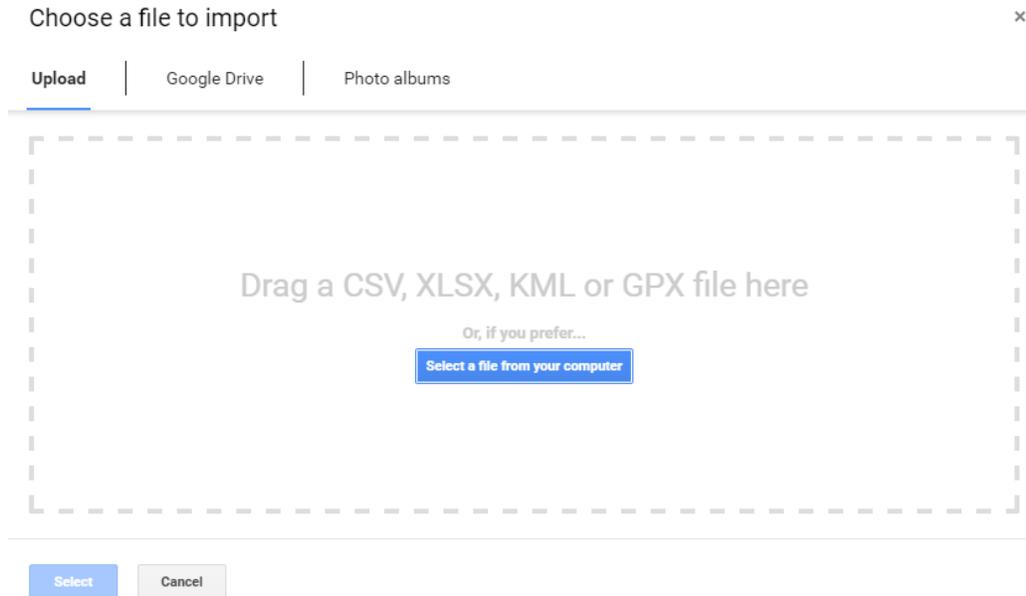


- Now select Import

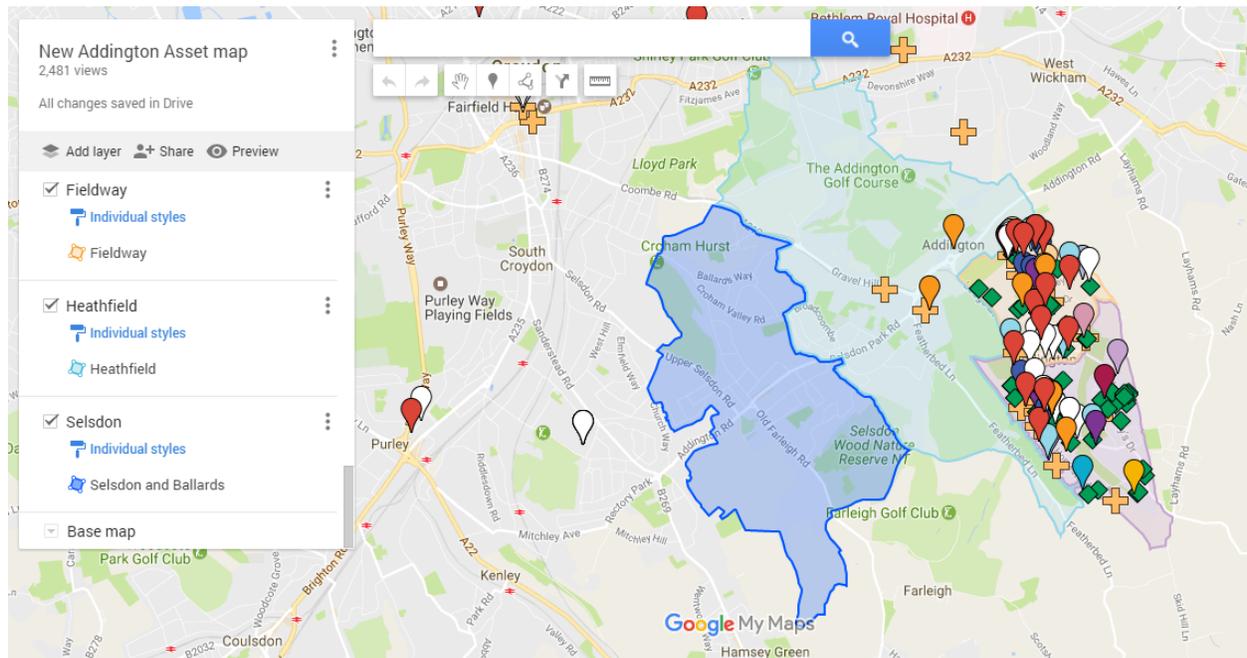


Base map

- Next either Drag & drop the KML file download or use the Select a file from your computer option



- You will now see the outline and shading of the Ward in question, which by default is blue



- Click anywhere in this area to change its name, give it a description and choose another colour for the outline and shading, or degree of transparency

