

How to add yourself to the Google Map 'Primary Teachers and Geography'

- 1) Click on 'Larger map' at the bottom of the thumbnail map
- 2) Click on 'Save to My Maps' – you will be prompted to sign in, or if you do not have an account, to create one. This is quick, free and easy to do and you will just need an email address and a password
- 3) Locate the map again (you may find you have a view of the USA!) then click on 'Edit'
- 4) In the top left hand corner of the map you will find the 'Add a place mark' icon – click and drag this to your location. You can either zoom right in to the map to do this with some accuracy or you can first find your location by typing in your postcode to the search pane at the top of the page.*

* If you choose the postcode search, a place mark will appear to show your location but you will then need to click on the 'My Maps' tab – and choose the map by name so that you get back onto the original map. You may need to re adjust the scale to suit. Now you can click and drag the place mark to sit over the postcode marker. Ignore the postcode marker once your place mark is in positioned (in the left hand pane of this page, there is a box you can uncheck that will hide the post code marker once your place mark is in the right place).

- 5) Now click on your newly positioned marker and a box will open up with space for a title and a box beneath to add text. In the title space write your name – if you are a GA member put GA first e.g. GA Paula Owens. In the box beneath write the name of your school/ Institution and / or your postcode. It would be great if you could share an email address and any other details about yourself e.g. the year group you teach or perhaps your areas of interest or specialisms.
- 6) In the top right corner of the box is a small inset box with the place marker icon – click on this and then on the tab 'My Icons'. You will see three figures – yellow, orange and red. Choose the one that best describes how you feel about teaching primary geography:

Yellow = not very confident

Orange = quite confident

Red = confident

- 7) Now click 'OK' in the text box – that's it! Just make sure you click 'Save' and / or 'Done' at the top of the left hand pane and you have saved your details.

Thank you very much – please let me know if these instructions need tweaking!

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