# Managing GoogleMap Locations

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Version 1.0 – 21$^{st}$ July 2006

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# 1.	Login to Managing GoogleMap Locations

Access the GoogleMap Locations management Area by going to http://xxx.com
in your browser.  You will then be logged in and see the Main Screen.



**Figure 1 – Main Screen**

# 2.	Creating a GoogleMap Location

In order to create a new GoogleMap Location you should click the Create Button.  You will
then see a form which will allow you to create a GoogleMap Location see **Figure 2**. In **Figure
3** you can see where the fields are displayed within the Map and popup information balloon.

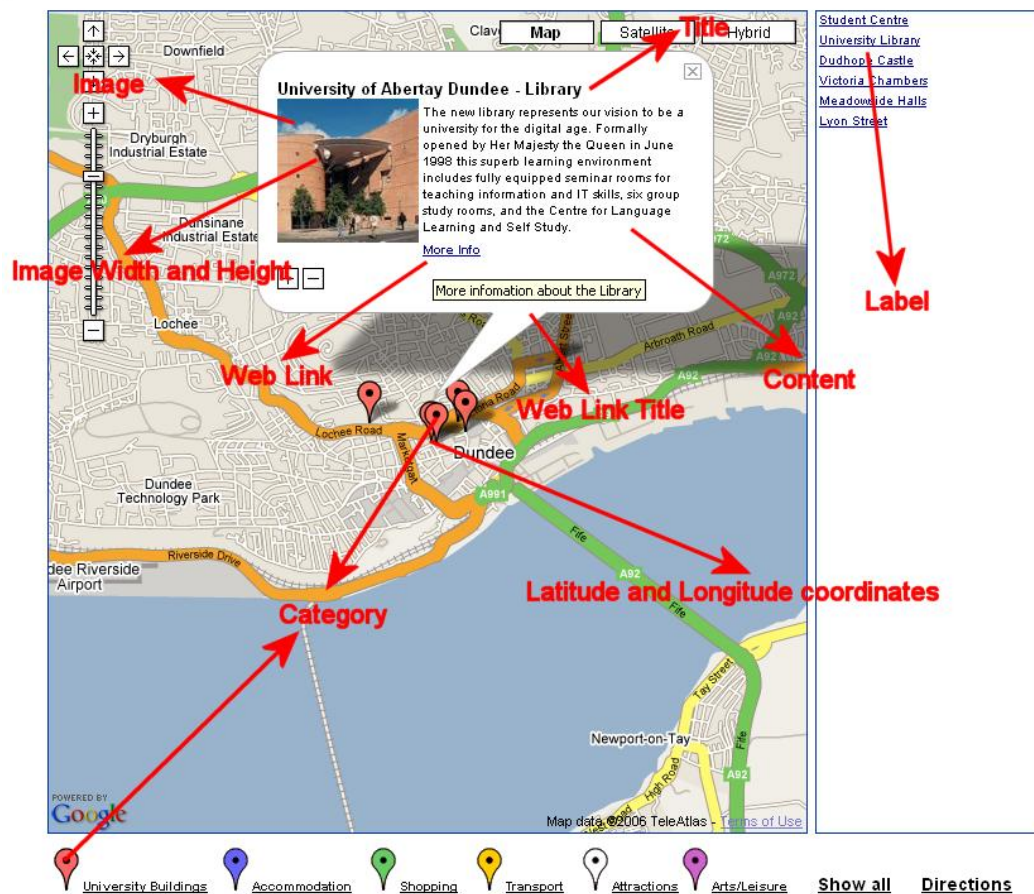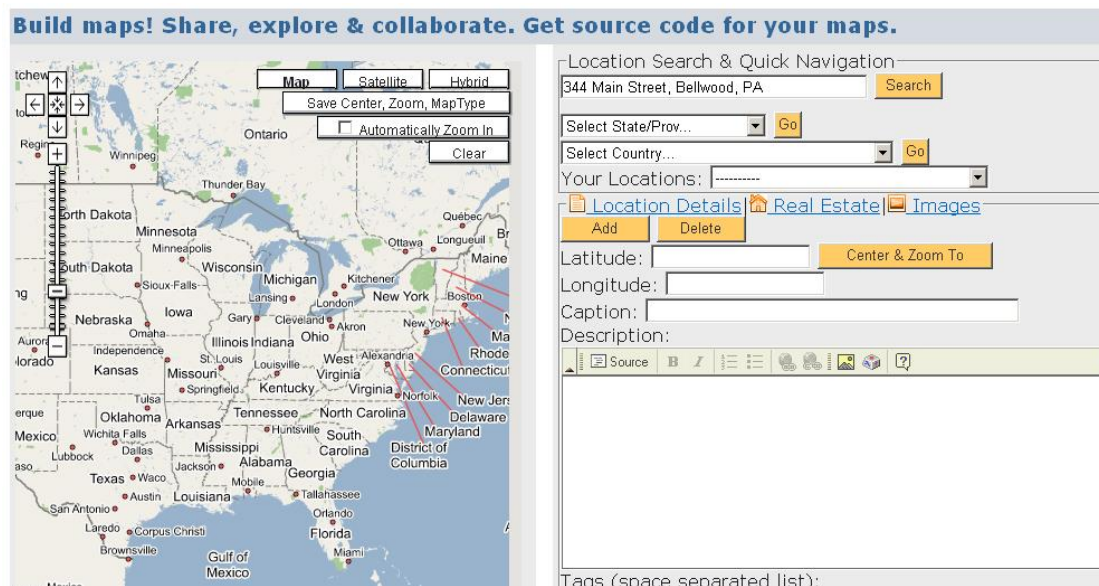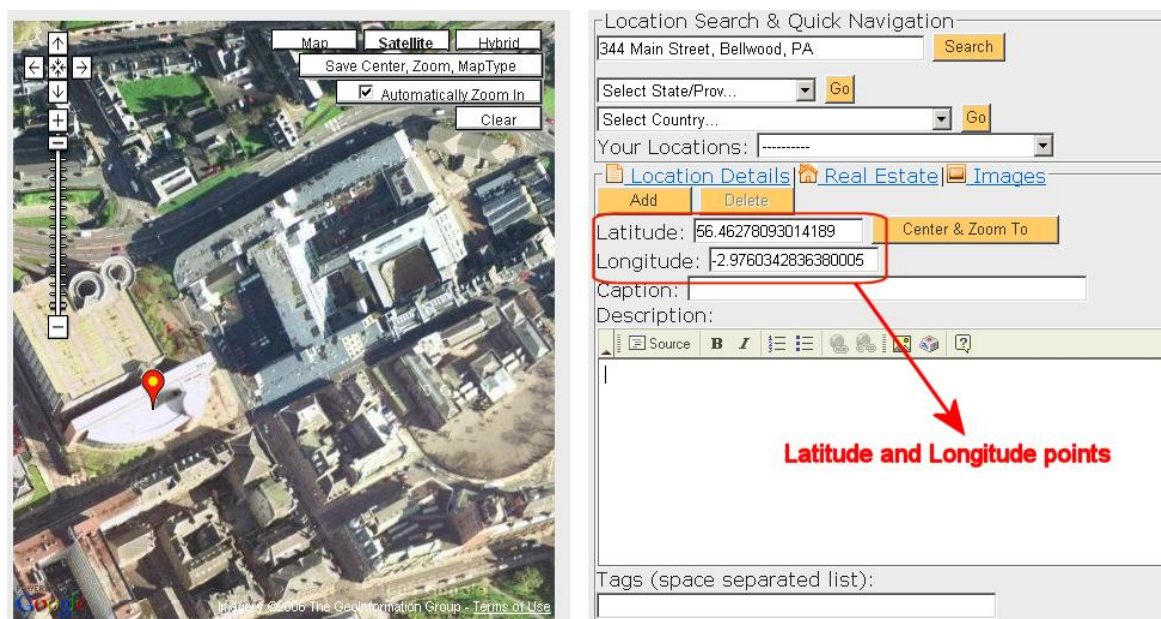**Figure 2 - Create Location Form**



**Figure 3 – Where the data goes**

Both the Latitude and Longitude fields need to be created by using a GeoLocator (see link at the top of the Location Form). You can use the following website to do this:-
http://www.mapbuilder.net/ See **Figure 4** below.

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**Figure 4 – GeoLocator**

When mapbuilder loads you can drag the map to the area that you are interested in. Put a check in the Automatically Zoom In button and then when you click on the Map with your Left mouse button the map will zoom in. Continue this until you find the area you are looking for. You can also zoom in using the Plus and Minus buttons at the top left hand side of the map. Once you have found the area you are looking for you can switch to Satellite view (by clicking the Satellite button) and find the building/area you want to plot on your GoogleMap. In **Figure 5** below we have located the Library. Note the Latitude and Longitude information is displayed for this point on the map.
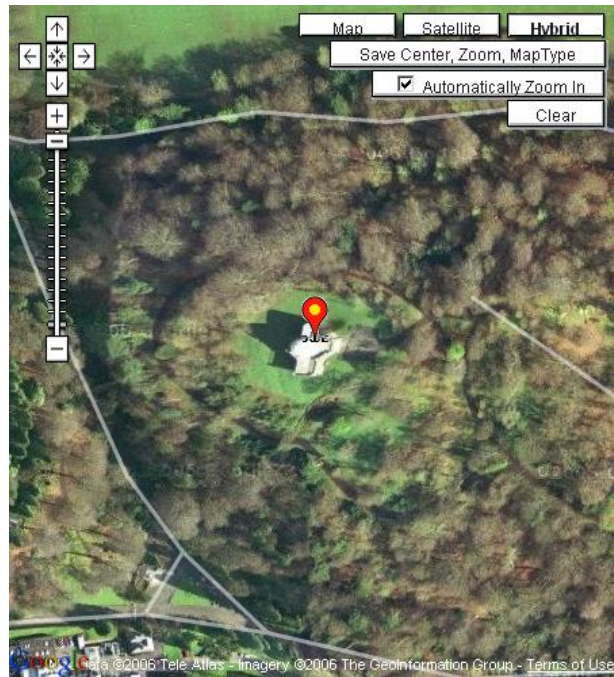


**Figure 5 – Location of the Library**

The following example shows how we create a location point for Mills Observatory. We have already returned the Latitude and Longitude figures from mapbuilder these are:
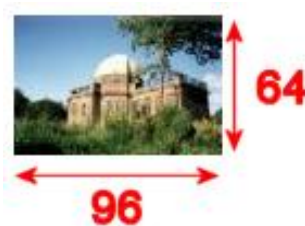
Latitude:- 56.46485548162939
Longitude:- -3.012356758117676

See **Figure 6** right →



**Figure 6 – Mills Observatory**

We have also found an image already so we know the sizes are as shown in **Figure 7** below.



**Figure 7 – Mills Observatory Image with sizes**

**Figure 8** shows our Location Form once filled in. Note the fields that are marked with a star are required. The only fields that aren't required are the Web Link fields. If you are not uploading an image that will be associated with a location then the Width and Height fields can just be entered as 0 (zero). We can now click create to add the information to the database.

**Figure 8 – Filled in Location Form**

The information about the location has now been added to the database. You are then offered three choices see **Figure 9** below. You can add an image to the location you just added, add another location or list all locations (the main screen). The next step is to add an image.
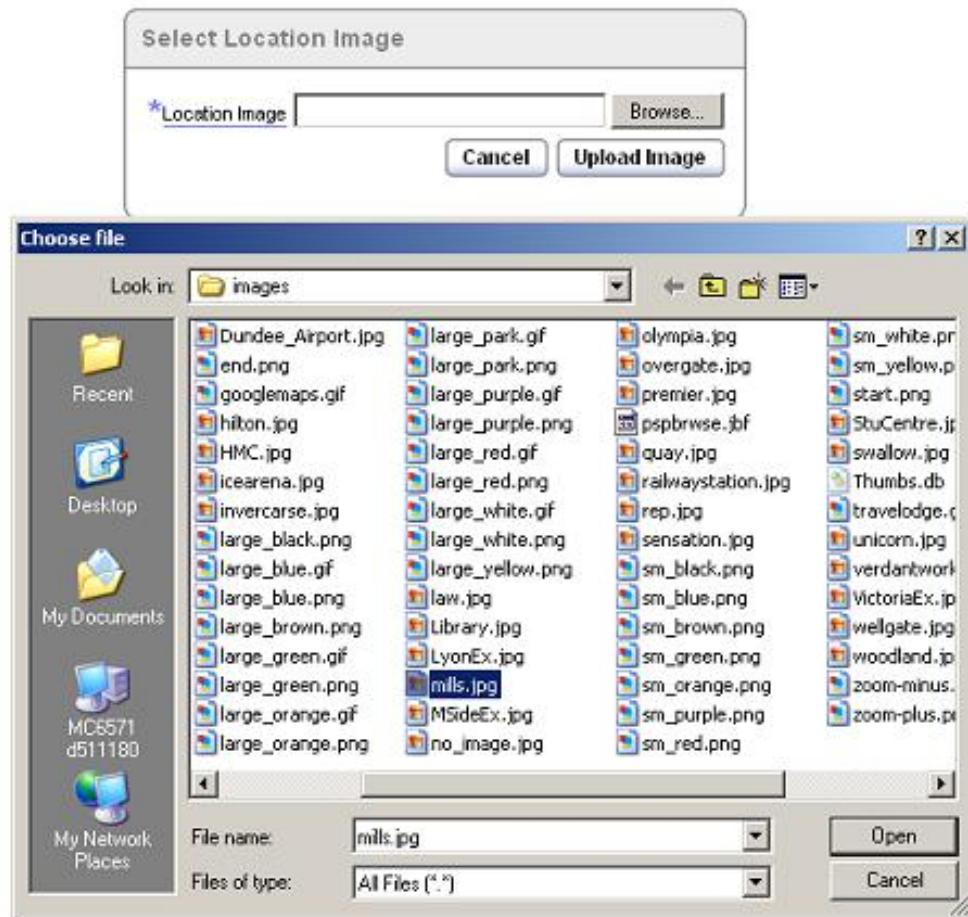


**Figure 9 – Three choices**

Assuming that you have already found an image and it is on you computer you can browse for it in your local file system before uploading it to the database. See **Figure 10** and **Figure 11**.



**Figure 10 – Browsing for the image**



**Figure 11 – Upload Image**

Once the image has been added to the database you are returned to the main page. Your new location should now appear in the list of locations. See **Figure 12** below.

**Figure 12 – New Location listed**

If you need to make any changes to it you can do this by clicking the Edit Item image ✐ next to a location you wish to change.  You can then make changes to the location or remove/replace the image.  If you make changes to the Location you should then click the **Apply Changes** button.  If you wish to delete the location click the **Delete** button (above the form). If you want to delete/replace the image click the **Delete** button (above the image). See **Figure 13** below.

**Figure 13 - Edit Location / Delete Image**

If you didn't add an image in the first place or are adding a new image after deleting a previous image you should click the Upload button. See **Figure 14**. You can see the process to add an image by viewing **Figure 10** above.
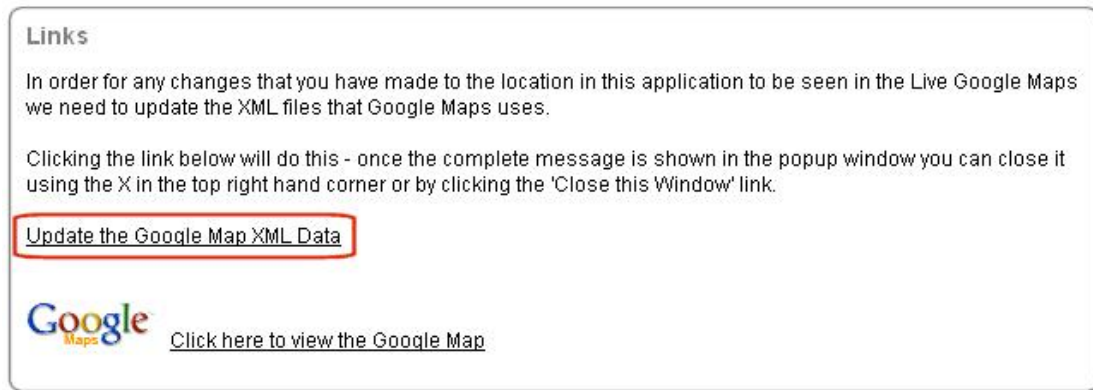


**Figure 14 – Upload Image Button**

## 3.      Adding the Data to GoogleMaps

Once you have added the locations you require you need to get the data from the database into a format that can be understood by GoogleMaps. GoogleMaps read data in an XML format so we have built in functionality to extract the data into XML. To run this process you need to click the '**Update the Google Map XML Data**' link which can be found in the Links panel on the main page. See **Figure 15** below.

**Figure 15 - Update the Google Map XML Date link**

A small popup window will display to confirm that all files have been updated. You can close this window by clicking the 'Close Window' link. See **Figure 16**.



**Figure 16 - Database to XML extraction process window**

Once the xml files have been updated you can click the link to view the Google Map. You new location(s) will now be displayed on the map and listed in the right hand navigation. Clicking the location point will display the information balloon. See below.
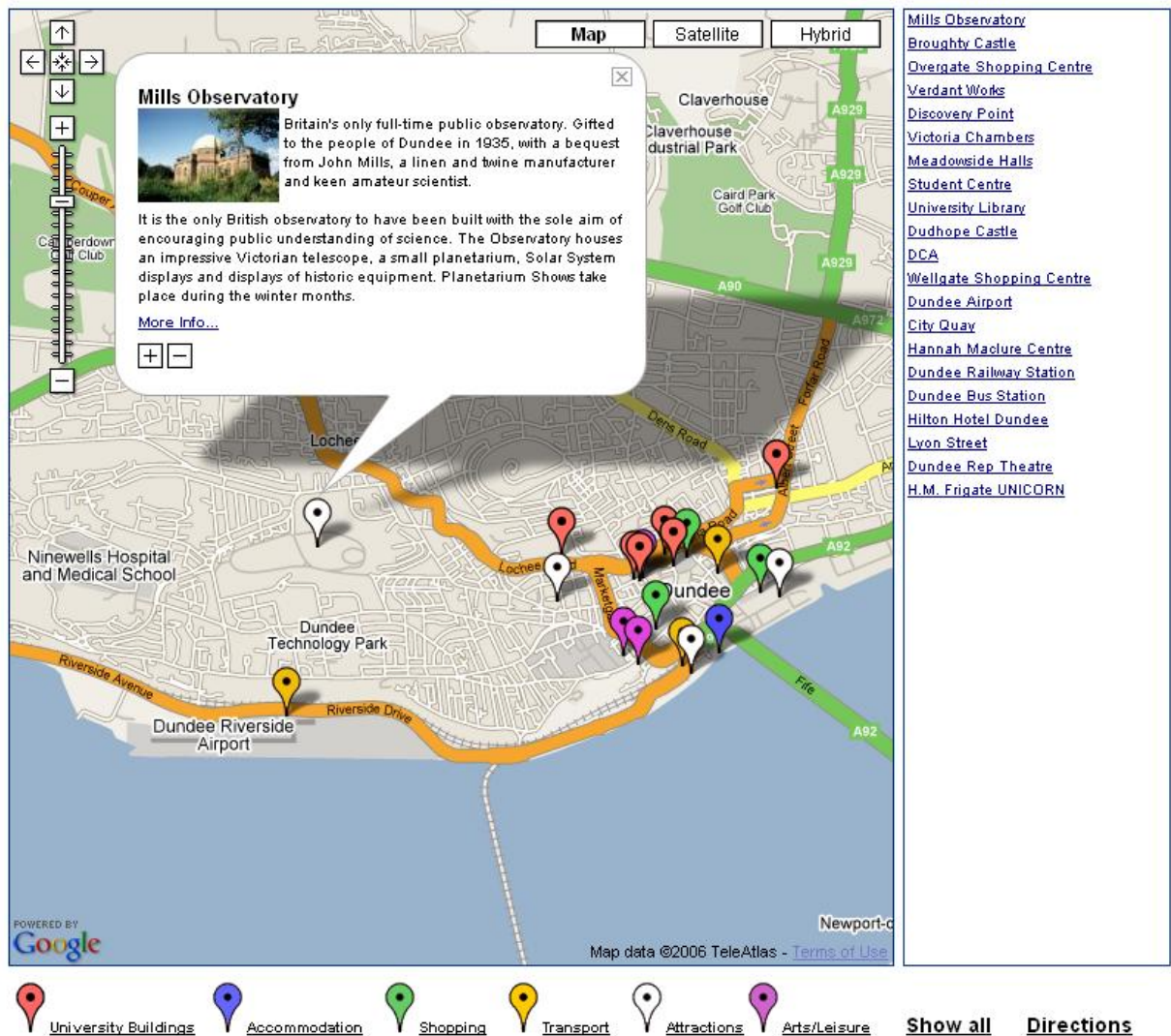
**Figure 17 - Google Map with information balloon**