How To Make A Google Map
For <mark>North Carolina</mark> House and Senate Districts

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In 2019 North Carolina adopted new districts for the state house and state senate. The state is hosting the new district boundary data on a GIS (Geographical Information System) server. These step-by-step instructions show how to make a **Google map** that displays the boundary of any one of those new districts. The main steps are:

1. Download a GeoJSON file from the state's GIS server.
2. Use an online tool to convert the GeoJSON file into a KMZ file.
3. Import the KMZ file into Google maps.
4. Edit your Google map to add campaign information.
5. Get a link from Google that will display your map.
6. If needed, edit the link that opens your map.

Step 1. Download a GeoJSON file from the state's GIS server.

Use the following web page to download the data for any North Carolina house or senate district. When you find the district you want, **do not click the link**. <mark>**Instead, do a right click.**</mark>   Then select the option <mark>**"Save link as"**</mark>. Give the file a descriptive name and use the underline character instead of any spaces in the file name. You need to also type .geojson for the file extension. Your finished file name should look something like <mark>**my_file_name.geojson**</mark>

https://mappingsupport.com/p2/political/north_carolina/north_carolina_download_links.html

Step 2. Use an online tool to convert the GeoJSON file into a KMZ file.

Open this web page:
https://mygeodata.cloud/converter/geojson-to-kmz

This site allows you to convert 3 files per month for free. The site places a cookie in your browser to keep track of how may files you have converted.

The following instructions were developed using a windows 10 PC.

1. Add your <mark>**_____.geojson**</mark> file and click "Continue".
2. On the next screen, click "Convert now" in the lower right corner.
3. On the next screen, click "Download"
4. Save the file. The file name will be <mark>**mygeodata.zip**</mark>
5. Open the folder where you saved this file
6. <mark>**Right click**</mark> the filename and select "Extract all"
7. Click "Extract"
8. Your current folder now has a new folder named "mygeodata". <mark>**Your kmz file is in that new folder.**</mark>

You will change the file extension in the next step.
5.   Rename the file like so: **_____.kmz**
6.   If your file name has a space, use the underline character instead.
7.   Use the 'Back' button in your browser to return to this PDF file.

Step 3. Import the KMZ file into Google maps.

1.   Start Google maps: https://maps.google.com

2.   Click the 3-bar symbol (menu) in the upper left corner of your screen. A new sidebar appears.

3.   Click 'Your places'. A new sidebar appears.

4.   Click 'Maps' near the top of the sidebar.

5.   Click 'Create map'. Find this in the sidebar - **maybe at the bottom**.

6.   Click 'Import'.

7.   Drag or browse to the KMZ file you saved. Browsing to the KMZ file and double clicking it works fine. The district boundary will appear on the map. If you are using the Chrome browser and this step does not seem to be working, try telling Chrome to use 'incognito' mode.

Step 4. Edit your Google map to add campaign information

Caution! Do not click-hold **inside the district** and drag your mouse. Doing so will move the district boundary.

At this point the dialog box on the left side of a desktop screen gives you some options to rename, change styles and change the basemap that displays when your map opens. **Consider changing the basemap to the aerial view.**

Important! Click inside the district. This is the information people will see in a popup when they look at your Google map and click on the district. Currently this is the attribute data that was on the GIS server for this district. However, that information is likely not very useful for a political campaign. **Click the pencil at the bottom of the screen.** You can now edit this information.

       Name: Enter the name of the district. For example: NC Senate District 37

Uncheck the boxes on the lines for OBJECTID, District, Shape-Area and Shape_Length.

Description: You can enter plain text and links. Google will make any link clickable. There is not any way to change the font or make text bold or include HTML when making a Google map with this method. Type ctrl-enter to go to the next line. Do it twice to insert a blank line.

Border width and color: Consider clicking the paint bucket symbol and increasing the border width a bit. To change the border color, click any of the colors.

There is a help forum for Google maps at
https://support.google.com/maps/threads?hl=en&max_results=20

Step 5. Get a link from Google that will display your map.

8.   Click <mark>outside the district</mark> and drag the map so the district is centered on your screen. Adjust the zoom if needed.

9.   Look at the insert in the upper left part of your screen and click the upper 3 dots. Click "Set default view".

10.   In the same insert, click "preview" .

11.   In the same insert, click 'Share'.

12.   Add a title and description, then click OK.

13.   If the popup on the screen says 'Private - Only you can access', then click 'Change'.

14.   Set the access to 'Public - on the web'. Save.

15.   Look near the top of the popup where it says **'Link to share'**. Copy and save that link. This is the link that will open Google maps and display your map.

Got questions? <mark>**I am volunteering to help any democratic campaign.**</mark> My contact link is at the top of this report.