GLOBAL GEOSPATIAL INSTITUTE

Build Your Own Story Map ~ Tour! (BYOSM)

1. First, you will need to go to the website http://storymaps.arcgis.com/en/app-list/. From here, you may choose any story map template you would like. Some are more work-intensive than others. They all can be hosted on ArcGIS Online, today we will choose one of these, the Tour template.

    TRANSITION STEP 1: If you simply search Story Maps and do not follow the link above, you will get an updated Interface, for ease of learning about the types of templates, etc. scroll down to the bottom and click on the hyperlink to "**Original version of My Stories**" or go to https://storymaps-classic.arcgis.com/en/my-stories/

    There are **three areas** you will want to review with your students on this page: All at the top, left to right.

    TRANSITION STEP 2: Story Maps (small grey drop down arrow, to access Arc GIS Online, students will navigate back to this once they have saved their Story Map)

    Gallery tab, click on it and scroll down, take as much time as you have to purview the thousands of Story Maps people from all over the globe have created and shared publicly**.** This is a great area to suggest student visit often to get ideas and to learn about how the different types of **Story Map Templates** are being used.

    In Gallery, notice the **Table of Contents** on the left, particular areas of interest are Search, All, Story Map App (Templates), Business, Industry. Note: if you click in an area for example, Business, you will need to click on All to get out of the selected area Business and re access All of the Story Maps.

    Apps tab, scroll down to view a graphic and title of each Story Map Template; Tour, Journal, Cascade, etc. find the first option, "Story Map **Tour**". Click on "**Build**".

2. You will now need to sign in if you have not already. Refer to the username/password slip which you have been given.

3. Next, you will need to *choose the source* of your story map's media (images or videos). You have two options; images or videos stored on your local computer or a network drive (ArcGIS logo on the right) OR images or videos from an online source's (software logo's on the left).

    For this Story Map Tour lesson, titled Most Beautiful Places content, the images have been procured for you and are available on your local computer. Preferably they have been placed in a folder on your desktop.

    Alternatively, images and videos can be chosen from **online source**; your Facebook, Flickr, or Picasa account. We suggest you refer to the **Tutorial** for the **Map Tour template** to learn about procuring images and videos from these sources. If you choose to upload your images and videos this way. To do this, simply click the program's logo, input your log-in information, and select your photo images and/or videos.

From the **online source**: there are **Advanced Option** (two grey wheels), such as importing information, images and videos prepared in a csv file, specifics about this option can be found in the **Tutorial** section.

4. To begin adding your data and once you have located the images you will be working with, begin by clicking the ArcGIS Logo on the right side.

   You will be prompted to list a "**layer name**" and a "**folde**r". Simply put the title of your layer, for students and their privacy we suggest using First Initial and Last Name (i.e. JSmith).   Leave Folder: as Root, click "**Create the layer**". This will create **Create hosted Map Tour Layer**. *Teachers: When done properly this will be an area student's can be graded on.*

5. You now ready to add your first tour point! Click on the green box titled **Select or drop picture**. Navigate to where your images are located and click on the first image. NOTICE: what happens to the **Media** tab once your image has been loaded. How did it change?

6. Next, go to the next tab titled "**Information**". Add a relevant title and/or caption.

7. Next click on the **Information** tab and complete the requirements. Finally, click on the **Location** tab. There are three ways to input the location information. Entering the Lat/Long coordinate is the most precise.

8. Next, click on the tab titled "**Location**". You can choose a location for this tour point by entering Lat/Long coordinates, typing in the name of the location in the search box at the bottom, or clicking on the data point and moving it to the location on the map. Note: You may also choose the color of your tour marker in the upper-left of this window. Finally, click "**Add Tour Point**".

9. Repeat steps 5-8 until you have added all your images and created all your tour points.

10. Remember to **Save** your progress! Near the top of the page on the left is the Save button, notice when you click **Save**, what happens? You will get an error because you have to give your Story Map a **title** before you can save it. For privacy, we recommend students use their first initial and last name in the title, i.e. JSmith's Story Map Most Beautiful Places.

11. For some fun and exciting options, let's *personalize* your story map! In the upper-left corner, edit your title and subtitle by clicking the gray pencils above each. Change your background/base map by clicking "**Change Basemap**" on the right of your screen. Choose which type of base map would suit your story best.

12. Go to the "**Settings**" tab underneath "Application Configuration". Choose which layout you would prefer.

    Go to the "**Colors**" tab and choose a color scheme. You may customize this by selecting the bottom-most option.

    Finally, go to the "**Extent**" tab. Click "**Draw a New Extent**."

Note: When creating a Story Map of Most Beautiful Places, the Extent will not be changed because the **Area of Interest (AOI)** and images represent areas throughout the world so the default extent, global extent, of the world is enough.

If your **Area of Interest** (AOI), is not global, use your mouse to select an area of the map where most of your tour points will be, i.e. Louisiana. If you are not sure, simply draw a square around the United States. Click "**Apply**".

13. To add **Information** to your tour points, select the tour point which you would like to edit. Click the gray pencil icon to edit the title and the caption of your tour point. Add any interesting, fun, or relevant information to your image! Do this for all of your tour points.

14. If you need to delete or reorder any tour points, click on the **"Organize"** tab one the left side.

15. Now to turn in your Story Map to your teacher and into the correct Group (or Class) access ArcGIS Online by referring to # **1, TRANSITION STEP 2.** Click on ArcGIS Online.

16. Lastly, now that we have returned to your school's **ArcGIS Online Organizational Account**, go to your **Content, Sharing** your Story Map (all three digital files, is very important) into the correct **Group** (Class). *Teachers, you will be grading students on getting this process correct.*

17. To continue editing your Story Map and finish adding all your media, information, etc. Click on **Groups**, scroll down to the **Group** you just shared your Story Map into. Once the **Group** is open, click on Content, find your three digital files. The one you want to open is the **Web Map Application**, click on **Web Map Application,** click on **View Application**, you should notice a little blue button, **Edit** button, in the top right hand corner, click on it and you will be back in the **Edit** mode. Find the big **✚ sign** and you can begin to add more photos.

Remember to Save often! Congratulations! Enjoy!