

# Michael J Rosenfeld

---

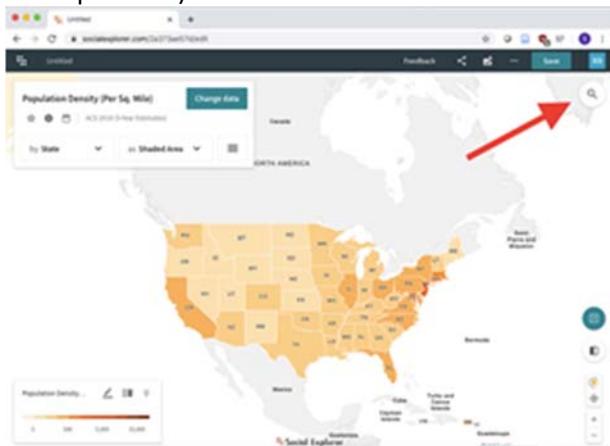
**Subject:**

FW: Social Explorer Tips!

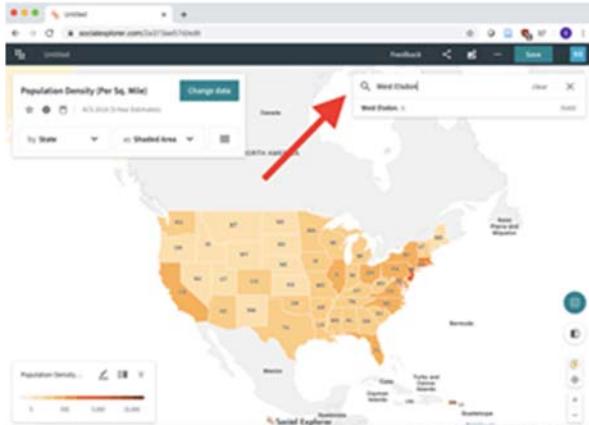
Hello Professor Rosenfeld!

I hope you're doing alright. I wanted to follow up with you on one of the comments you left on my social explorer paper! Sorry I took so long to respond, it's taken me a while to get adjusted to home. I am emailing you to let you know how I integrated locations to the legend for my maps. These are the steps:

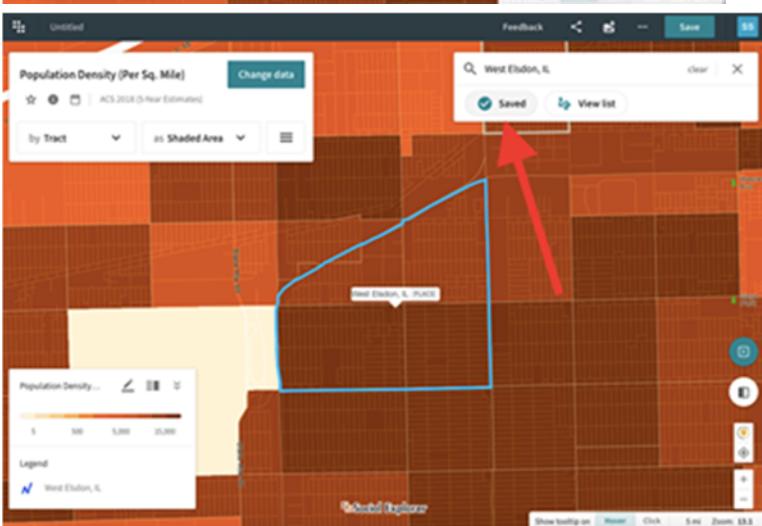
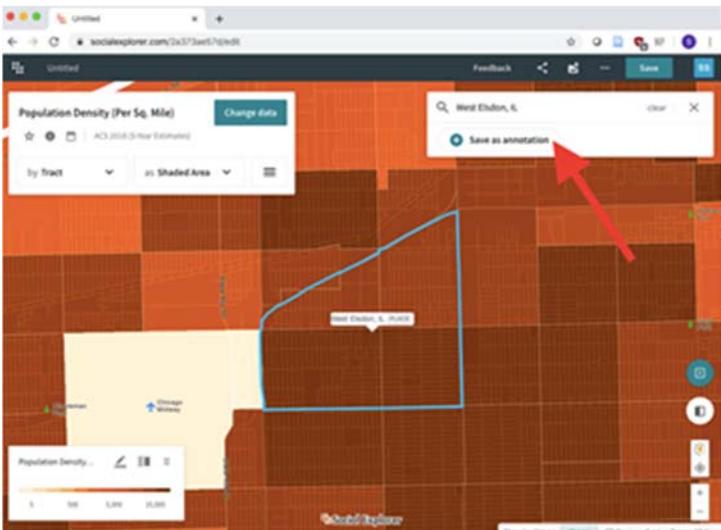
1. Open the map you're working on (make sure you're in single view, makes it a bit less confusing, but can still do with split view)



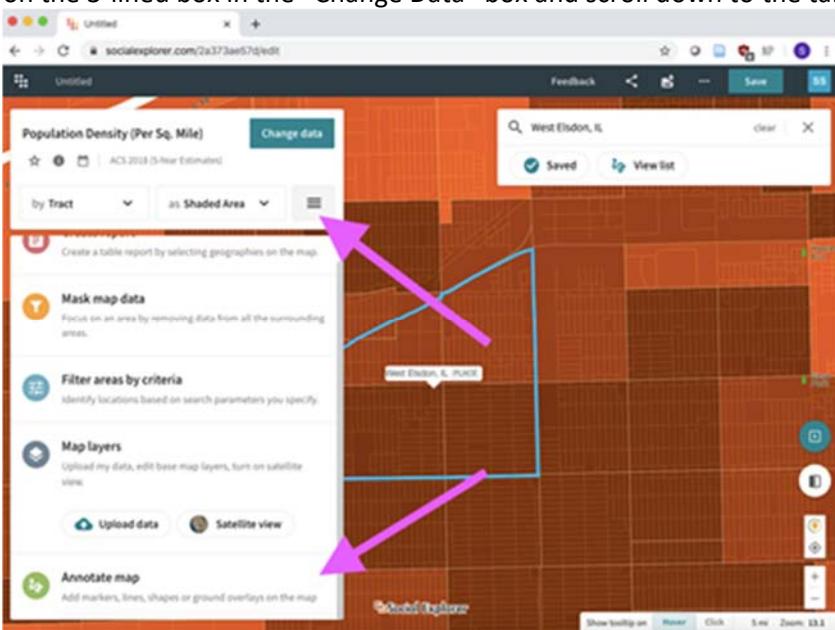
2. On the top right-hand side of the screen you'll see a magnifying glass → that's the search bar. Click on it!
3. Type in your desired location, it can be a city, zip code, state, neighborhood, etc.



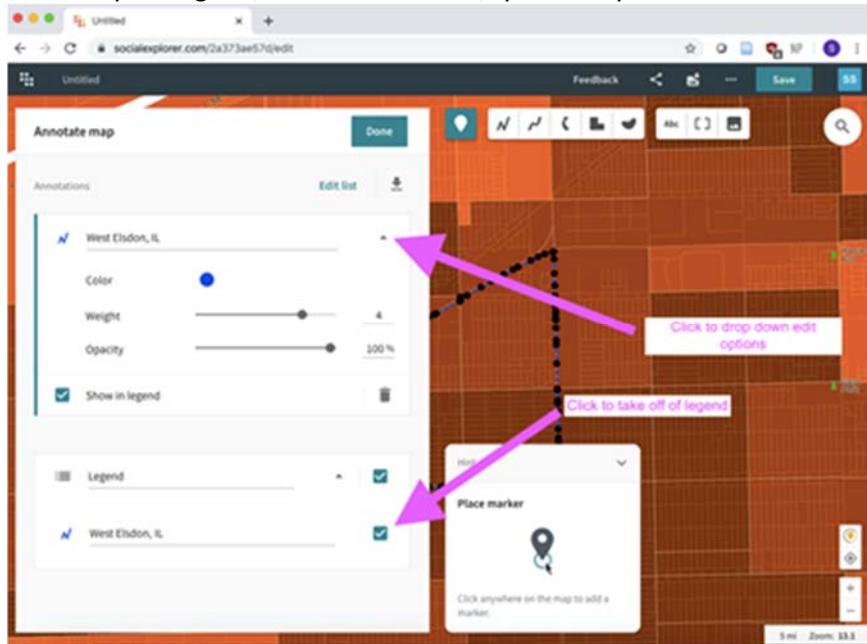
4. Then you'll get a drop down of all the results you get, click on the one you want and social explorer will automatically zoom into that place (place close attention to the state abbreviation)
5. Once you click on your desired location, you'll get the option to "Save as annotation." Click it! It will then say "Saved"



- Then, to view or edit your annotations, which will also appear on your legend if you want them to, you can click on the 3-lined box in the “Change Data” box and scroll down to the tab that says “Annotate Map”.



7. In the “Annotate Map” menu you can check your annotations, add annotations and markers, decide what you want on your legend, and edit the color/symbol of your annotation.



I hope these are helpful! Let me know if you have any questions, I'd be happy to help. Please take care! Happy Sunday!

Warmly,  
Shania

**Shania S Santana (she/her)**

Stanford University | Class of 2021  
B.A. Candidate | Urban Studies  
Barrio Assistance | Co-President  
FLIP | Community Building Chair  
[ssantana@stanford.edu](mailto:ssantana@stanford.edu)