

Green Map System Tutorial : How to Make a Green Map on Carto Builder



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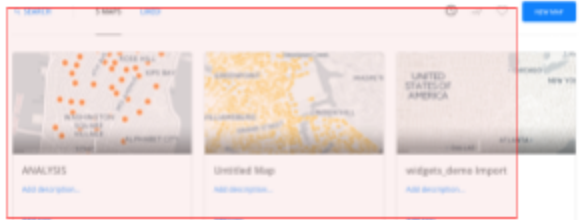
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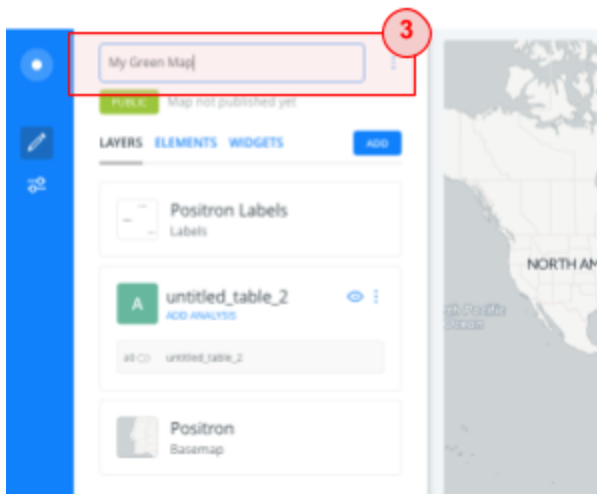
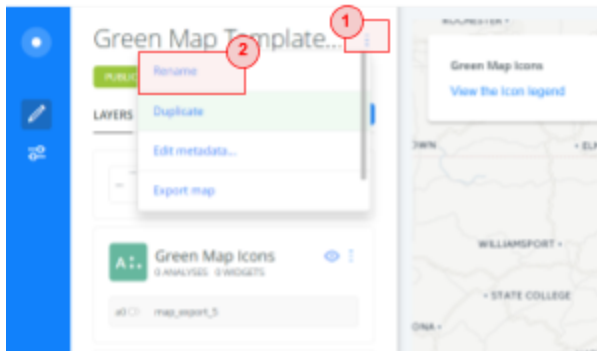
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Step 1 - Create your Map




1. Open Carto at: <https://www.carto.com>
2. Sign into your Carto account. If you don't have an account already, create one. It's free for the typical Green Map project. Your account on CartoDB is completely separate from your Green Map account. You will need to input a unique ID and email address
3. Download the Template from here: [Green-map-template.carto](https://www.carto.com/templates/green-map-template)
4. Drag and Drop the template file from your desktop to anywhere on the Maps Dashboard. This action will automatically import the Green Map icons into your map and create a map.
5. Carto's tutorial can be helpful for first timers, their website offers good support

Step 2 - Title your map

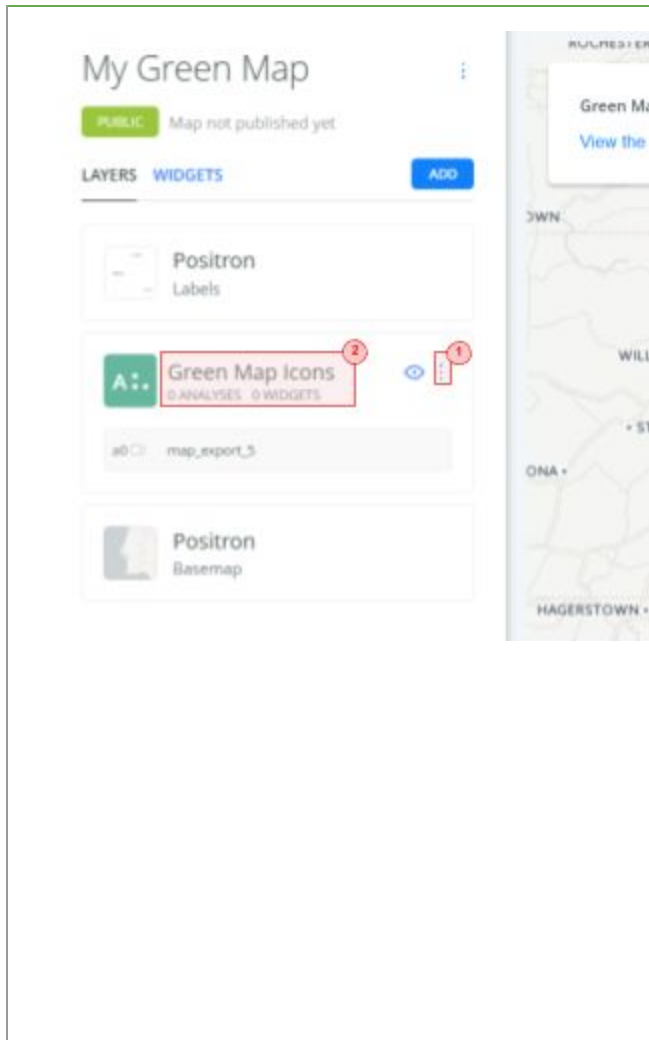


To find your map more easily, give it a title and description. You can include your city & country for global viewers.

1. Click the 3 grey dots  to the right of the default title.
2. From the dropdown menu, select 'Rename'.
3. Type in "My Green Map" or any other title you like and press enter.

The new title will save and appear on the top of the left-side column.

Step 3 - Using Layers for your Map



Carto automatically provides you with a label layer, a table for data, and a basemap layer.

You can use [Green Map Icons categories](#):

- Sustainable Living, Nature, Culture & Society

Or sub-categories:

- Green Economy, Mobility, Fauna, Flora, Cultural Character, Outdoor Activities etc.

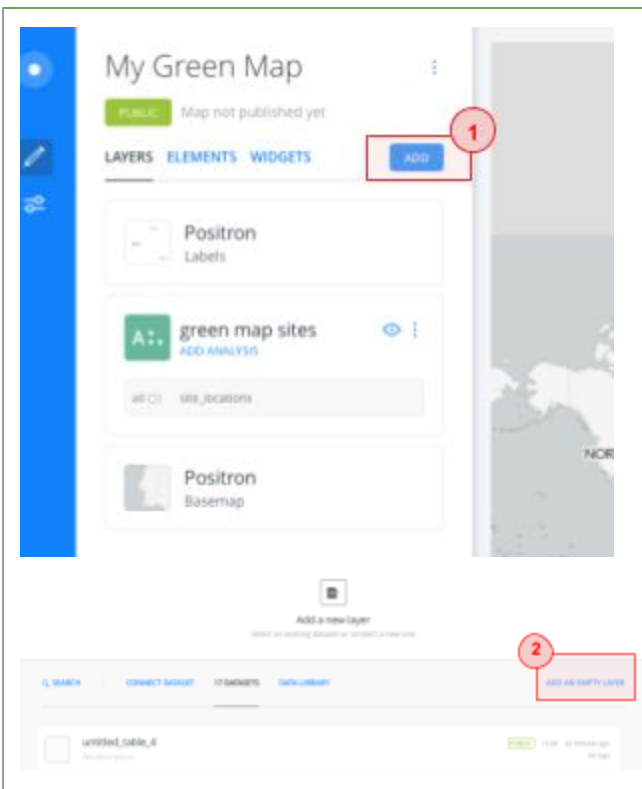
If you want to, you can also define your own layers to organize your Green Map, such as Youth, Tourists, Food, etc.

Each green site should only be added to one layer, but it's easy to change the layer it is on. All the layers can be viewed together, or toggled by map users.

To rename the default layer:

By default a newly created layer will be called "Untitled layer". **To edit the name of a layer:**

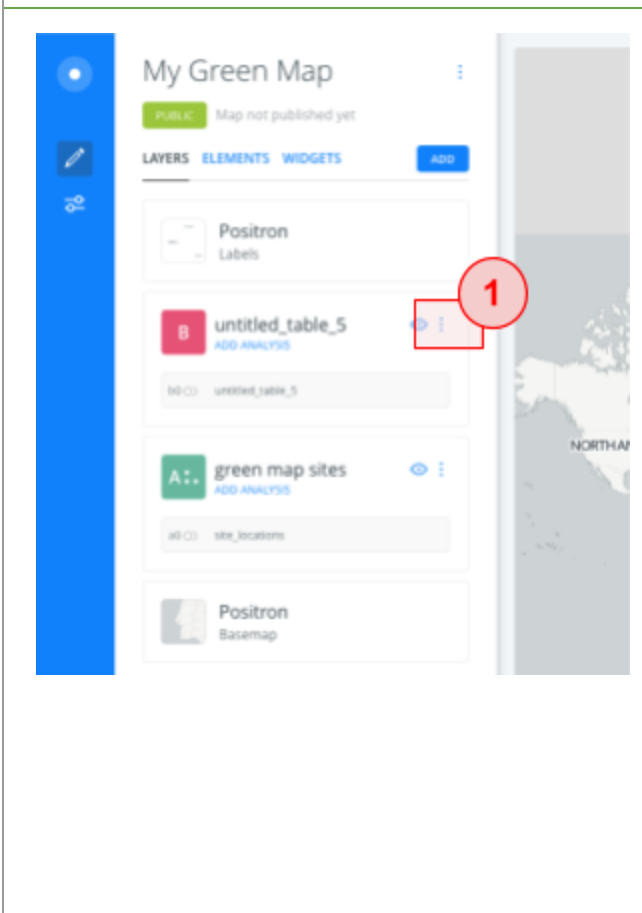
1. Click on the three dots next to the default layer, and select "Rename."
2. Type in "green map sites" or any name you like, and type enter to save the change.




To add a layer:

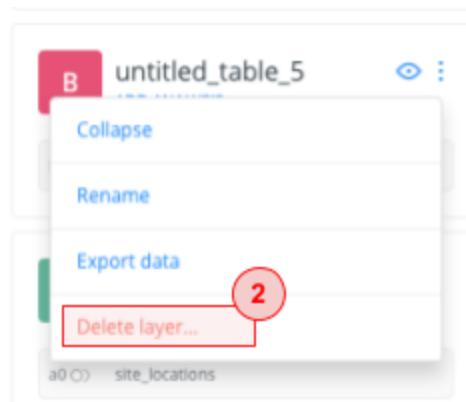
1. Click the Add button.
2. In the new overlay, click on “Add an Empty Layer” and click enter.

By default, you begin with one layer. You can have up to 10 layers. If you added Directions to your map, it counts as a layer.



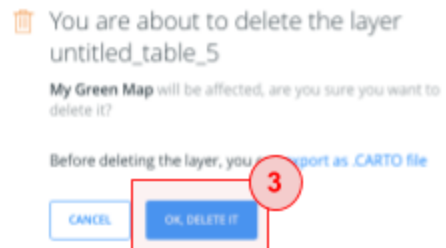
To delete a layer:

1. Make sure you have the correct layer. Click the 3 grey dots  to reveal the drop-down layer options menu.

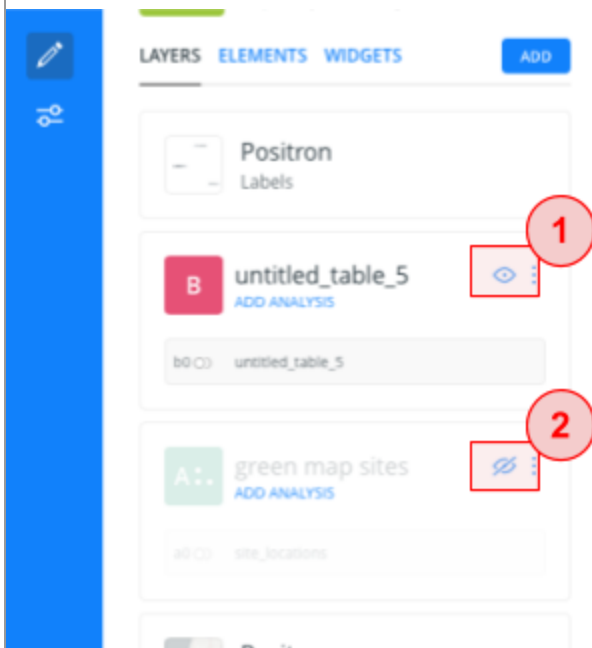


2. Then click “Delete layer...”
Note: Make sure you have the correct layer. Deleted layers cannot be recovered.

A pop up will show as follows:



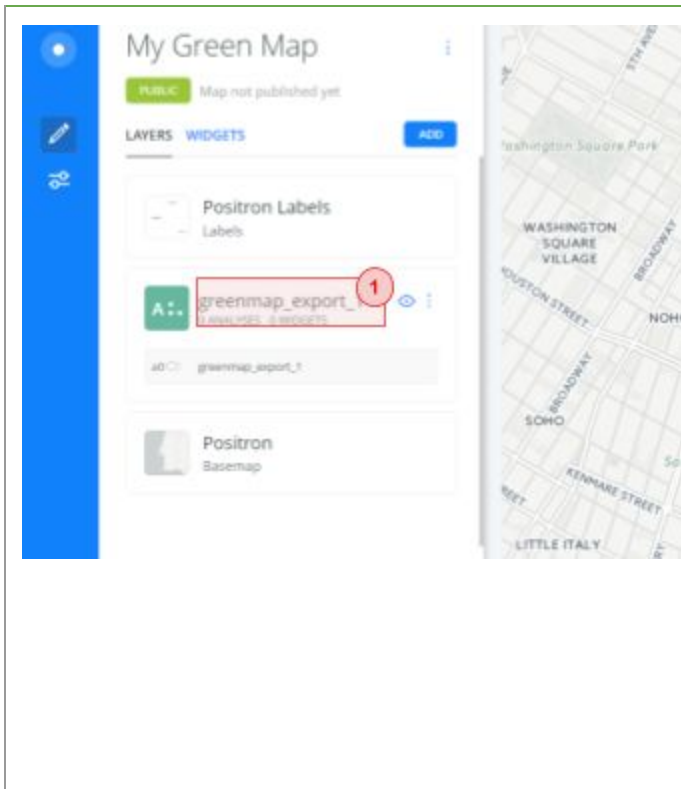
3. Click on the button “OK, delete it.”



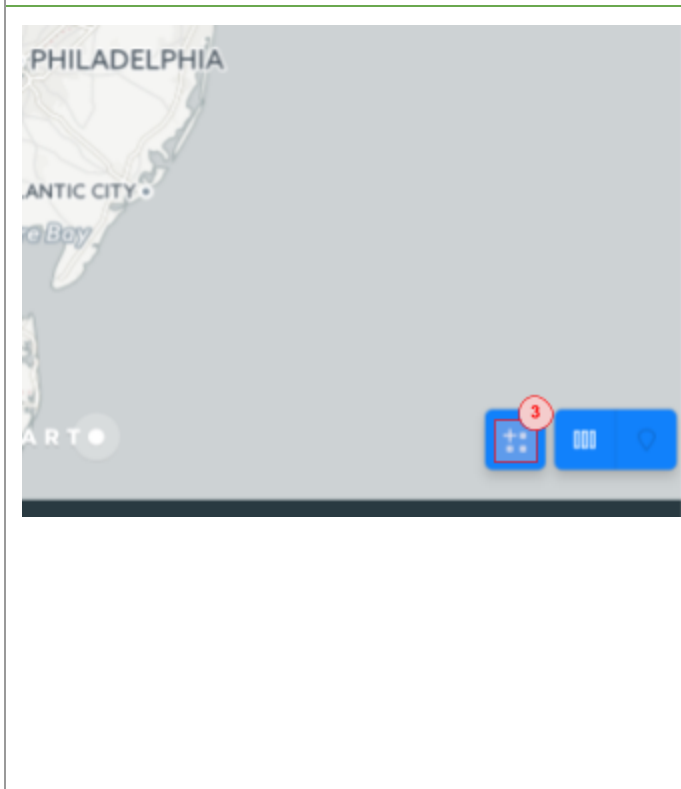
To hide or unhide a layer:

1. To hide a layer, click the “eye” icon to the right of the layer name.
2. To unhide a layer, click on the “closed eye” icon to the right of the layer name.

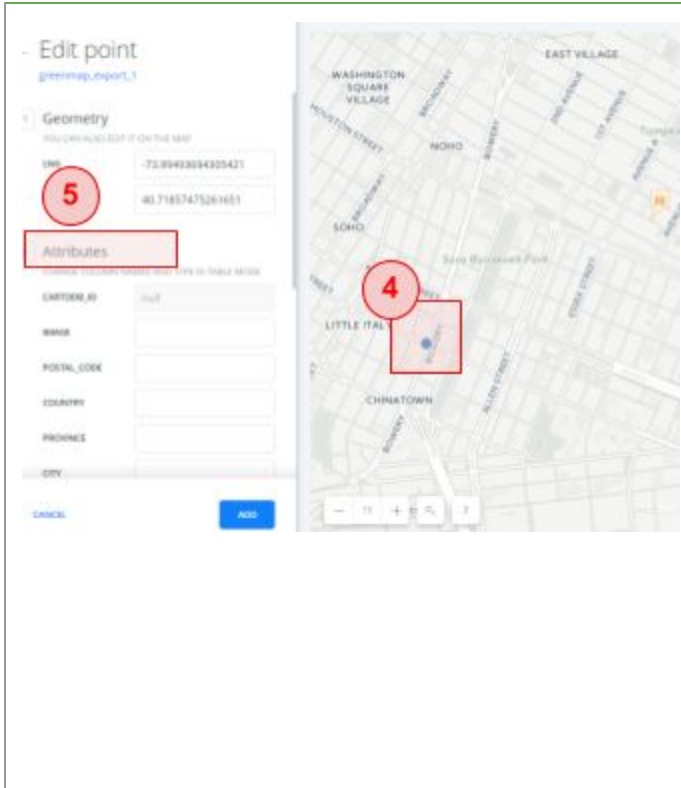
Step 4 - Adding Points to your Map



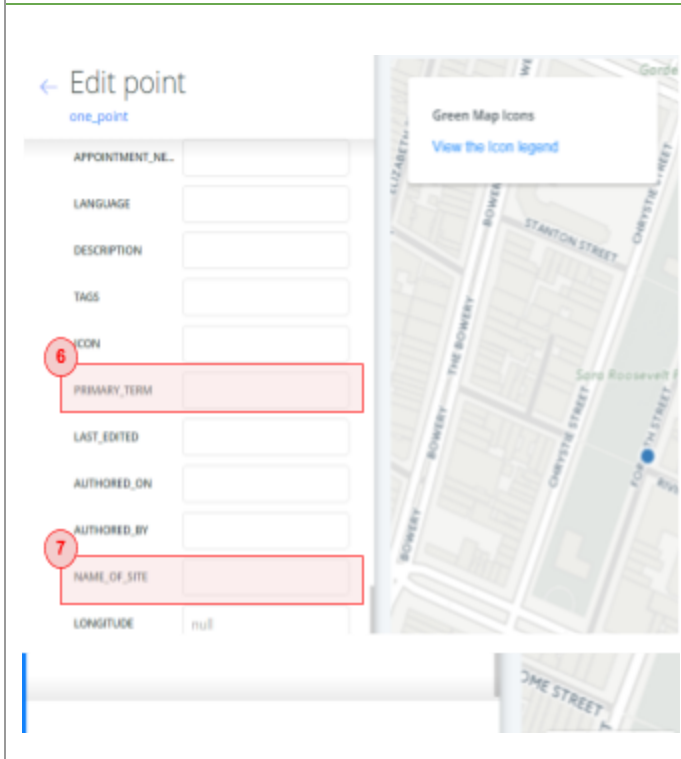
1. In the left panel, click the layer you want to use to add the point. Now you will see the new controls at the bottom right corner of your map.
2. Use the zoom in and out control or the search feature to navigation to the location of the point you want to add.



3. To add a point, find the "Edit Point" icon on the lower right-hand corner of the map, and click on it.

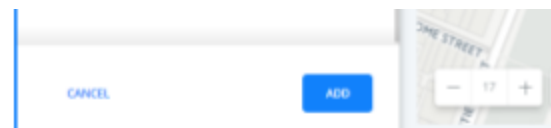


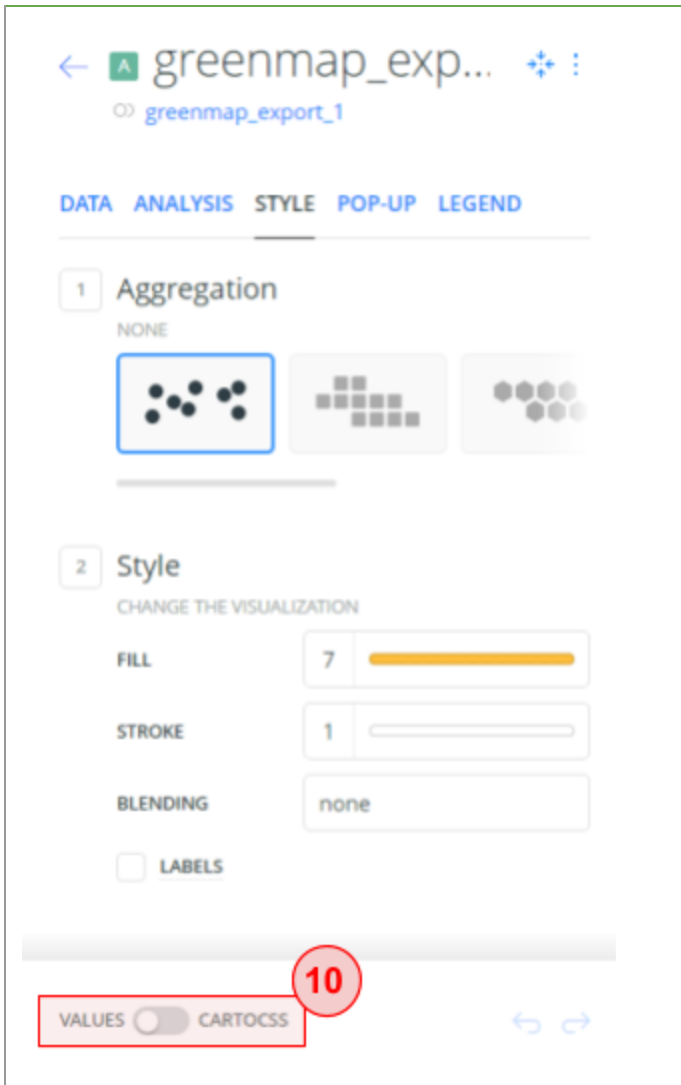
4. Move the cursor over the location of your point, and click on that location. A blue dot will appear.
5. In the left-hand side, fill out the "Attributes," fields, including Title, Description, and Website.



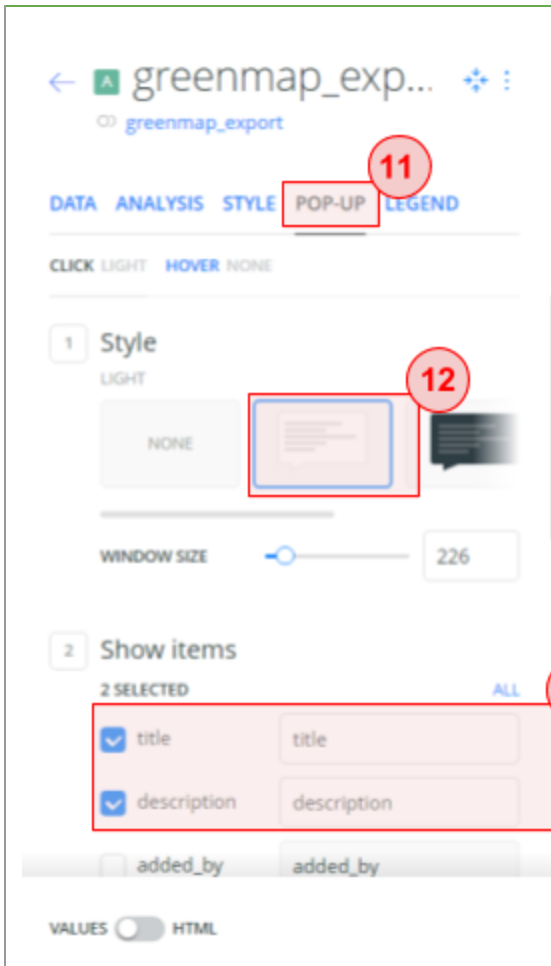
6. Open the [Green Map Icon Tool](#) find the icon you want and paste the name into the "Primary Key Field."
7. Type in the name of the point in the Name Of Site text field.
8. In the "Description" field, type in a description of the point.
9. Click on the "Add" button to save your new point. The new Green Map icon appears on your map.

Note: If a dot still appear on top your icon, refresh your browser to only display your icon.

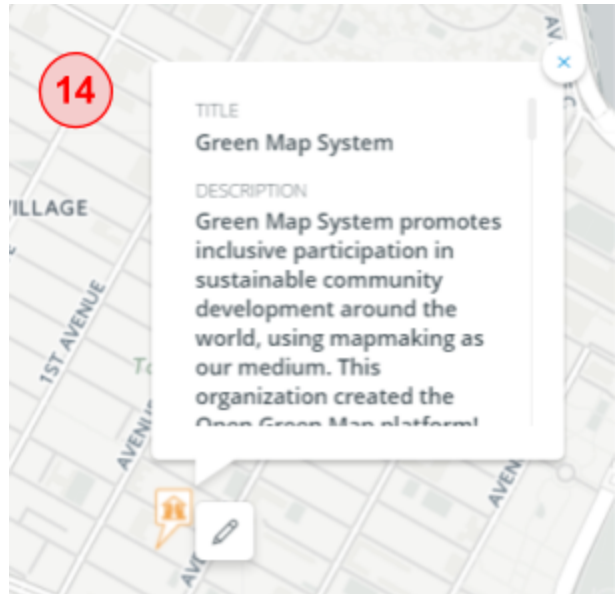




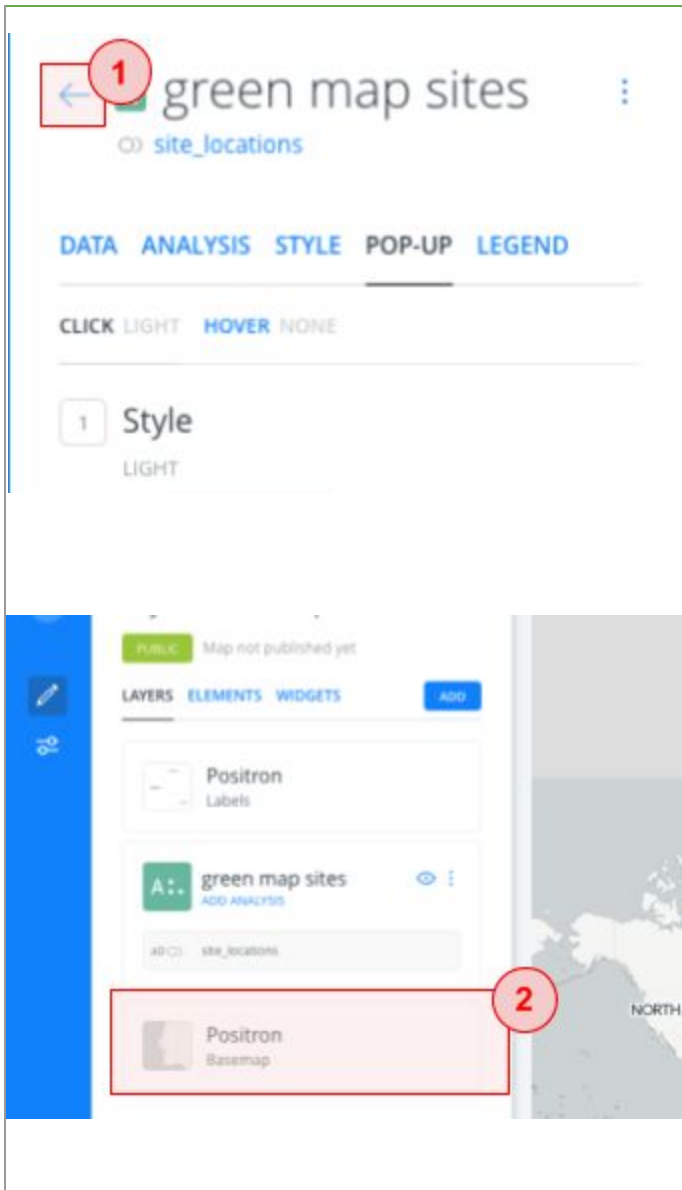
10. Make sure the Value / CartoCSS toggle switch is set to Value.



11. Next, click on “Pop-up” to show the information about the point.
12. Select a Style of the Pop-up bubble.
13. Select the attributes of the point you want to display. Your selections are automatically saved.
14. If you click on your point, the Pop-Up will now display.



Step 5 - Add a Base Map

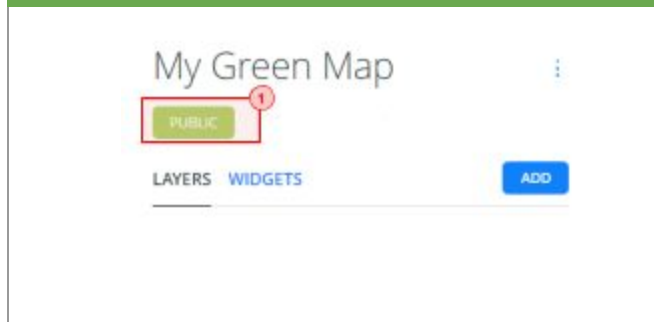


1. If you are in a layer, navigate back to the main page of your map by click on the blue left arrow.
2. Click on the Basemap Layer



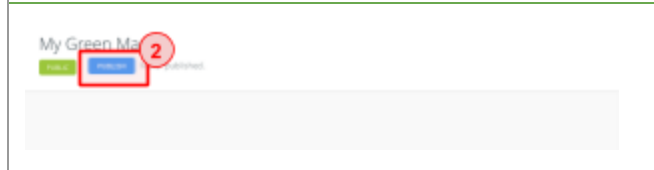
3. Select the Source of the Basemap you want to use.
4. Select the Style of the Source basemap.
5. Your basemap selection is automatically updated and saved.

Step 6 - Share your map

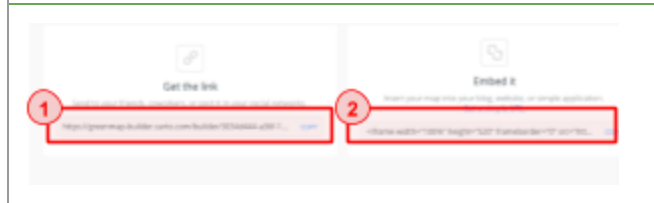


1. To publish and share you map, click on the "Public" button on the main map page.

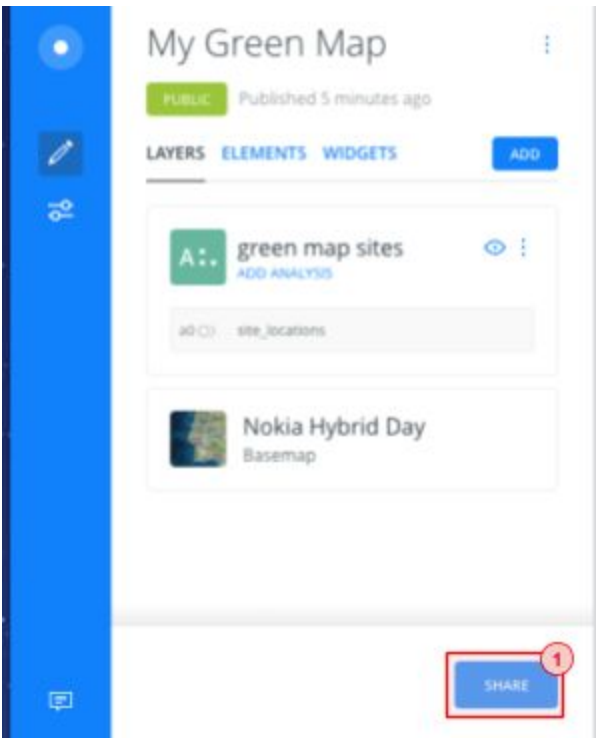
Note: Although it says "Public," your map has not been published yet. You must publish your map before it can be shared or viewed by others on the internet.



2. Next, click on the "Publish" button.
3. Your map is now viewable on the internet by others.



4. "Get the Link" has the url of your map you can view in a web browser.
5. "Embed It" has html code you can use to embed your map in a web page.



The screenshot shows the 'My Green Map' interface. At the top, it says 'My Green Map' and 'PUBLIC Published 5 minutes ago'. Below this are tabs for 'LAYERS', 'ELEMENTS', and 'WIDGETS', along with an 'ADD' button. The main content area features a layer titled 'green map sites' with an 'ADD ANALYSIS' link and a search box containing 'site_locations'. Below that is a 'Nokia Hybrid Day Basemap' layer. At the bottom right, a blue 'SHARE' button is highlighted with a red rectangular box and a red circular notification badge containing the number '1'.

6. If you ever need to get back to this screen, click on the "Share Button at the bottom of the main map page.ps