

HOW TO TAG A BUILDING ON AEWORLDMAP:

1. open 5 tabs/windows: AEWORLDMap (blog), AEWORLDMap (map), google maps, google url shortener, and another for searching.
2. pick a building on the blog to tag.
3. copy and paste the name of the building or address into google maps.
4. if the building comes up right away, use google street view to confirm its location, then go to step 6*
5. if the building does not show up, use pictures, the map, and other websites to determine the building's location - if you cannot find it add 4 periods (....) to the end of the blog post.
6. when you find the building select "add marker" on the AEWORLDMap map and drop a tag on the building location.
7. replace "point #" with the name of the building.
8. fill in the location, architect, structural and mechanical engineer, and construction information.
9. copy the AEWORLDMap blog page link and put it into google url shortener to create a shortened link
10. copy and paste the shortened link into the map information under "AEWORLDMap link".
11. go to the blog and select which picture you want to use to represent the building on the map.
12. click on the picture to enlarge it.
13. right click on the picture and select "copy image URL"
14. click on the camera in edit mode on the tag information.
15. switch to image url and paste the url, wait for the picture to show up and then click select.
16. save the map entry.
17. check the shortened google link to make sure it takes you to the correct blog entry.
18. add 4 dashes (----) to the bottom of the entry to indicate the building has been mapped.
19. (final step) go back to the map and put the building tag in alphabetical order.