

Intro to ArcGIS Online & StoryMaps

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Places to look for images:

- Darwin Online (<http://www.darwin-online.org.uk>)
- Digital Public Library of America (<http://dp.la>)
- Wikimedia Commons (<http://commons.wikimedia.org>)

Where to find maps:

- Old Maps Online (<http://www.oldmapsonline.org>)
 - Search for a particular area
 - Click the Timeline button, and use the slider to select the time period you want (maps will appear in the righthand margin)
 - Click on the map to find a link to its origin, where you can download the map.

Can I use this content? (Understanding copyright)

Section 107 of the United States Copyright Act lists four factors used to determine when content usage may be considered "fair use." For a finding of fair use, all four factors do not need to be affirmative, and no single factor trumps the other factors.

- The purpose and character of the use (i.e., educational, nonprofit, commercial)
- The nature of the copyrighted work (i.e., factual or creative)
- The amount, substantiality, or portion used in relation to the copyrighted work as a whole (i.e., are you using the whole thing? Part of it? How significant is the part that you're using?)
- The effect of the use on the potential market of the copyrighted work. (If you use something, are you depriving the copyright holder of income or other benefits?)

For more info, see the UM Libraries Fair Use Guidelines:

<https://library.miami.edu/fair-use-guidelines/>

If you have questions about whether or not your use of content is appropriate for fair use, please ask!

Good practices for working with digital media:

- Check to see if there is a Rights Statement with terms of use.
- Cite your use of other people's content to give them credit, and provide links back to their site.
- If you are using content (images or other media), write about them, and discuss them in detail -- demonstrate that they are an important part of your argument/discussion.

How to get images into your map

From sites on the Internet:

1. Add a point to your map
2. Click the point, and click edit.
3. Find your image, and right click it to open the image in a new tab. Copy the URL for the image in that tab -- normally, these URLs end in .jpg or .png
4. Paste that URL in the Image URL. Optional: For the Image Link URL box, paste in the URL for the page that the image came from -- this means that if users click on your image, they'll be taken to the page that it came from, which is courteous to the institution providing it.
5. Provide a caption or commentary in the Description field; and include a brief citation and link back to the source of your content.

As static images in your StoryMap (if you can't use a link):

1. Download the image
2. In the StoryMap, click on the edit button and select either the Main or Side Stage.
3. Choose the orientation that you want for the image: full screen, centered, etc.
4. Upload the image, just like any other file.
5. If the image is for your side stage, provide a caption.
6. Check to see if the image is displaying correctly; adjust as needed if not.
7. Save, both in the pop-up, and in the upper righthand corner.

How to share content:**(If you're including an ArcGIS map (or any other ArcGIS content) in a StoryMap, you'll need to share it first).**

1. Log in to ArcGIS Online, and go to My Content. You'll see a list of materials that you've created.
2. Select any content that you want to share, using the checkboxes.
3. Select the Share button. If you want to share content for other people to see, select "Access" from the dropdown menu; if you want other people to be able to edit your content, select "Access and update capabilities."
4. Select the level of access that you want, and/or the groups that you want to share content with.
5. Click "Okay."
6. Check to see whether the content has been shared by reloading your StoryMap.
7. (If you want to unshare content, follow the same steps, and uncheck boxes.)

Things to Remember:

1. To add a map to your StoryMap, you'll need to share the Map from the MyContent section. For best results, share it with the Travels in Latin America section, and the organization.
2. When you build your own StoryMap for the class, you'll need to share it with your group (Travels in Latin America) so that your instructor can see it and evaluate it. If you

choose, you can also make the map public within the organization (UM) or the general public.

3. Remember to save often, especially when you're working with the StoryMap interface.
4. Everything takes more time than you would expect -- **don't leave this till the last minute.**

More questions? More help? Want to do something more advanced? Get in touch!

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For best results, please contact us about your plans by Week 11 (2 weeks before your StoryMaps are due).