

## Changing the location of a Map Pin

Once you have Map Pins added as a layer to your project you can use the **Map Pins Panel** to control the appearance of the layer, as well as the data associated with it. The following instructions will give you a step by step guide on how to change the location of a Map Pin in your layer.

### Before you begin

Before you start editing your Map Pins, make sure that you have your data set up in a saved project. If you need assistance getting the data into SKiN please refer to the following sections:

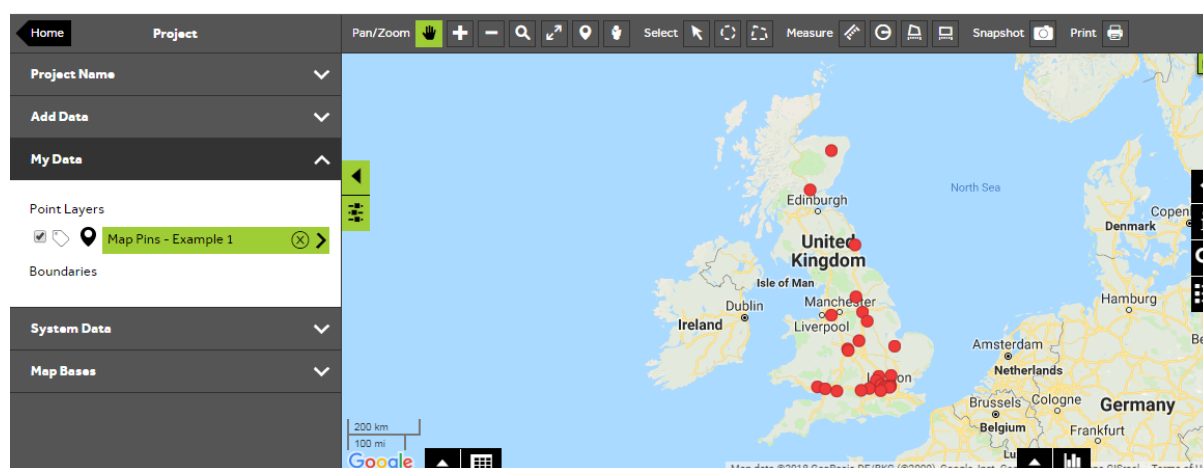
- Map Pins Steps - Create Project
- Map Pins Steps - Import Data



1 of 6

### Edit a Map Pins layer

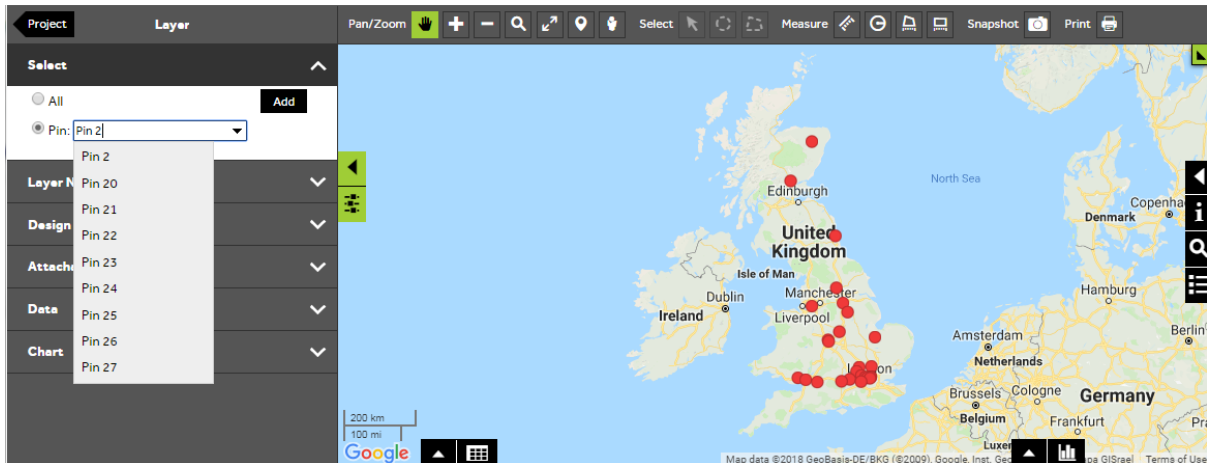
- To change your own data, **Open an existing project** and then select **My Data**, click on the layer you wish to edit



2 of 6

## Select Map Pin to move

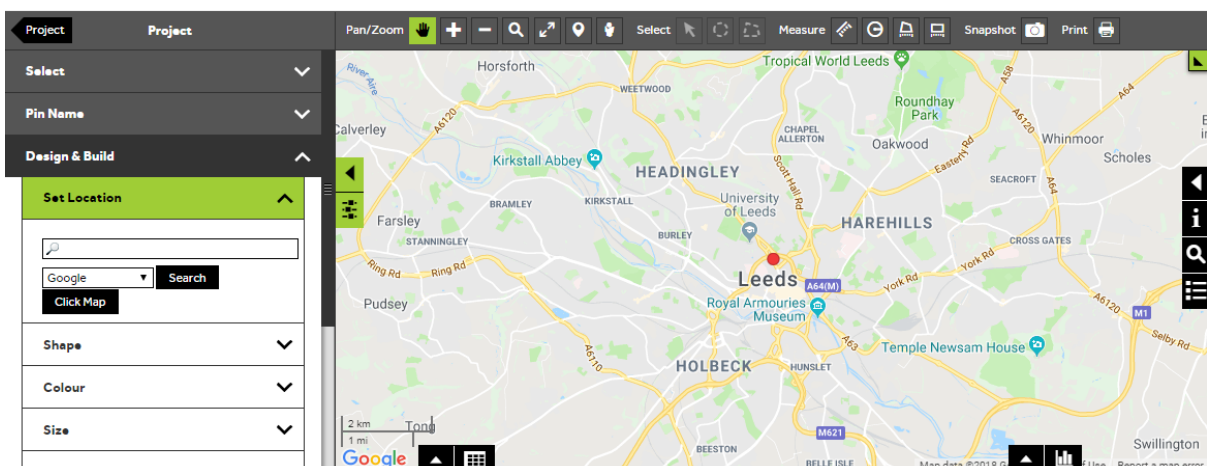
- To change the location of a Map Pin on the map, you need to firstly select the Map Pin. To select your Map Pin, open the **Select** section and click on the button next to **Pin**, then start to type in the name of your Map Pin into the text box, you will see a dropdown list of Map Pin names. When you can see your Map Pin, click on it to select it.



3 of 6

## Select the set location panel

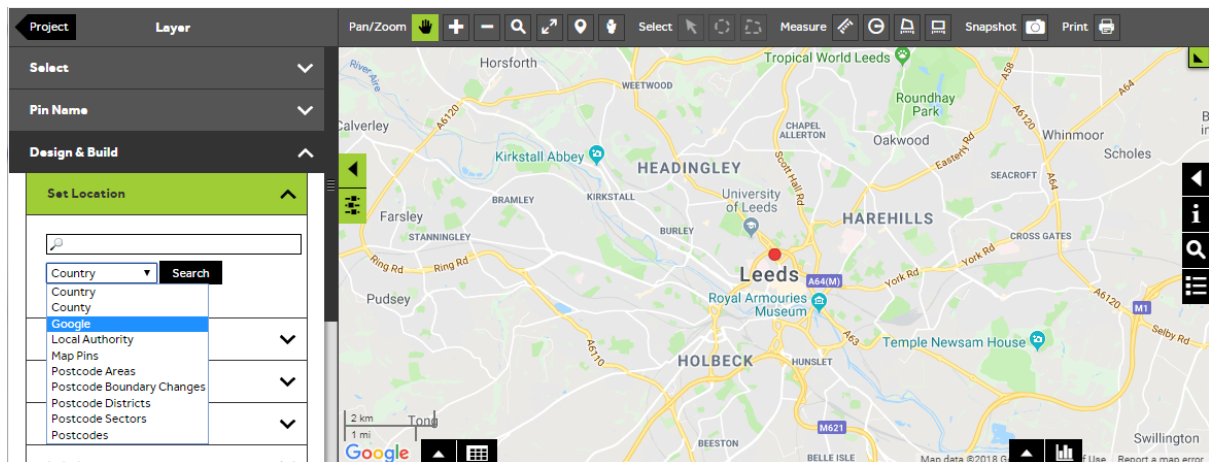
- Within the layer editor panel select **Design and Build**, from here you can control how the Map Pins are displayed, expand the **Set Location** panel.



4 of 6

## Choose set location method

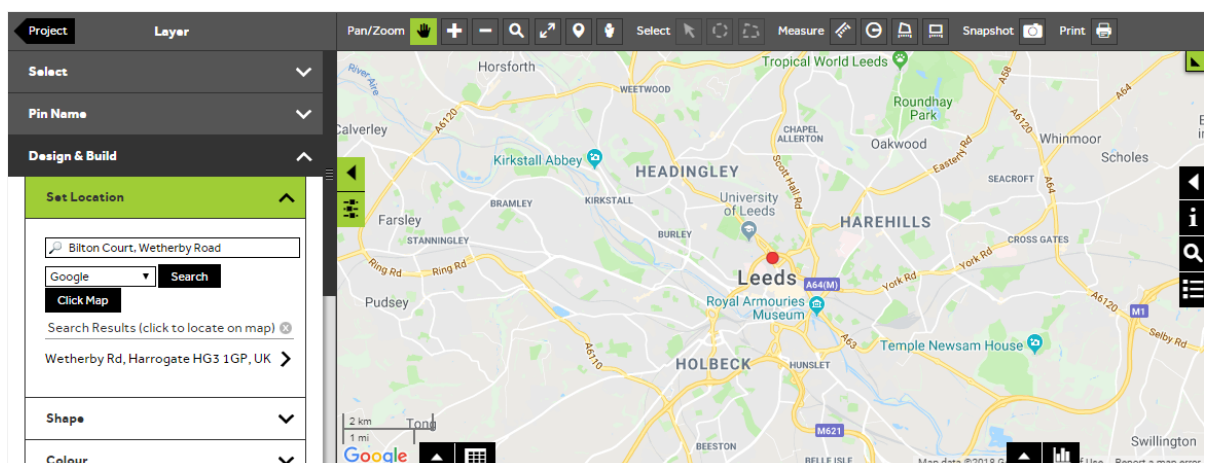
- From the **Set Location** panel, you can select any layer from your project, system data layers and also access the **Google** search from the dropdown box and use the **Search** feature to find a location for your Map Pin. Alternatively, you can just press the **Click Map** button and click on the map at the required new location.



5 of 6

## Perform your search

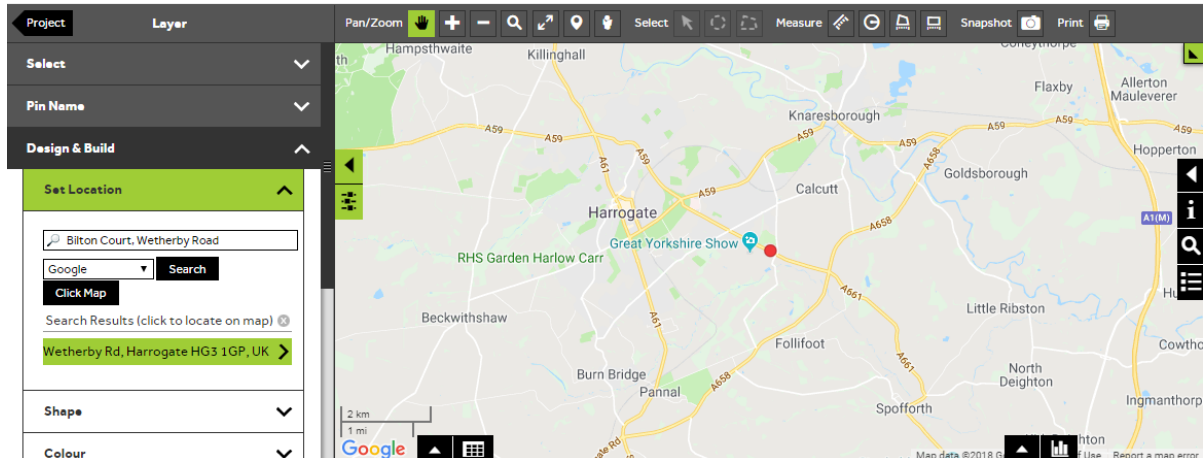
- To perform a search, select from the list what type of search you wish to perform and then type into the search box. Click **Search** to return a list of matching locations.



6 of 6

## Move Map Pin to new location

- Once the search has been performed and the list of options are displayed in the search panel, select the feature in the **Search Results** in order to move your Map Pin to the location on the map. The map will update to show the new location of the Map Pin.



## What do you want to do next?

You may wish to change the colour of a Map Pin or you may wish to attach content such as photos, documents or videos to a Map Pin. Please refer to the following sections for further assistance:

- Refer to: **Map Pin Steps – Style Layer - Colour**
- Refer to: **Map Pin Steps – Attach Content**
- Contact: **Geoplan Support**