

# Create Interactive Maps in PowerPoint

By Lorrie Jackson

## WHY A TECHTORIAL?

### What will I learn today?

You will learn how to create an interactive object -- such as a map -- using PowerPoint's Action Buttons.

### What hardware and/or software does the techtorial apply to?

The techtorial applies to most versions of Microsoft PowerPoint.

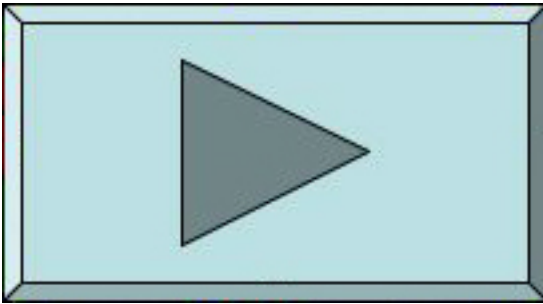
### Which National Educational Technology Standards for Teachers does the techtorial address?

The techtorial will help teachers accomplish standard IIIc in particular.

The International Society for Technology in Education (ISTE) has developed a set of National Educational Technology Standards for Teachers. Standards or Performance Indicators are included for each techtorial to help teachers and administrators improve technology proficiency. For a complete description of the standards indicated, go to [NETS for Teachers](#).

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### What's an action button?



Action Buttons are tools that allow users to move to any slide in a PowerPoint show, not just the next slide in the presentation. Action Buttons to make it easy to return to the beginning of a slide show, move to the end, or go to a specific slide.

Action buttons can be used in a variety of ways in the K-12 classroom. See the [Quiz Students with PowerPoint](#) techtorial for information on creating interactive games and quizzes using the Action Buttons feature.

In this techtorial, we'll use Action Buttons to make a map interactive as we create a basic report for the state of Iowa.

Note: This tutorial is for users already familiar with the basics of PowerPoint. If you need an introduction to PowerPoint, check out [Creating a Class PowerPoint Presentation](#).

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## **STEP ONE: CREATE THE BASIC SLIDE SHOW**

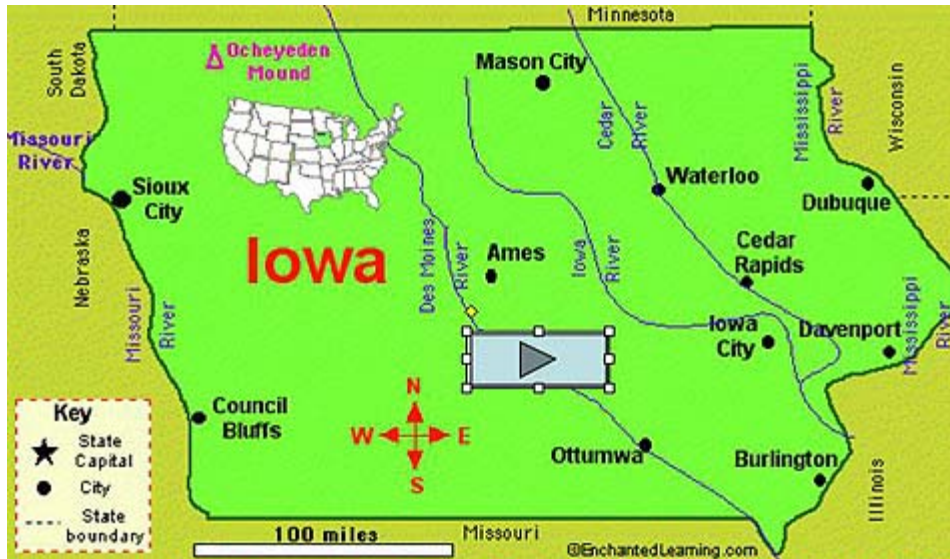
Follow the directions below to create the slide show.

- Open PowerPoint. If a new presentation does not appear, click File>New Presentation.
  - On the title slide, type "Iowa" as the title and your name and today's date as the subtitle.
  - Click Insert>New Slide.
  - Click Format>Slide Layout. Select Large Picture and click Apply.
  - Open the Internet and go to [Enchanted Learning's Iowa Facts, Map, and State Symbol](#) page. Copy and paste the green and yellow map of the state of Iowa onto that slide.
  - Click Insert>New Slide.
  - Click Format>Slide Layout, then select Bulleted List, and click Apply.
  - Type "Des Moines" in the title box and "The state capital" in the text box.
  - Click Insert>New Slide. Click Format>Slide Layout, then select Bulleted List, and click Apply.
  - Type "Iowa City" in the title box and "Home of the University of Iowa" in the text box.
  - Save the presentation.
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## **STEP TWO: ADD ACTION BUTTONS**

To add the first Action Buttons:

- Scroll back to Slide 2 (the Iowa map).
- Click Slide Show>Action Button>Next Slide. The cursor now will be crosshairs instead of a blinking "I" bar. Using the mouse, draw a box around the city of Des Moines on the map. An Action Button will appear as soon as you release the mouse button.



- An Action Settings pane also will appear. Make sure the settings show mouse click (not mouse over) and hyperlink to next slide. Then click OK.
- Double-click the Action Button on top of Des Moines, and a new pane -- Format AutoShape -- will appear. Make sure No Fill is selected for the Color option, and then click OK.
- Move to Slide 3 (Des Moines) and follow the steps above to create another Action Button. This time, however, click Slide Show>Action Button>Previous Slide. You can draw the box anywhere, but Action Buttons usually are found to the bottom right of the slide.
- To change the fill color or any other button formatting, double-click the Action Button to open the Format AutoShape window.
- Click Slide Show>View Show.
- Click the Action Button on top of Des Moines on Slide 2 to move to Slide 3 (Des Moines), and then click the Action Button on Slide 3 to return to the map.

Note: Action Buttons only work when viewing the show, *not* when editing it (adding new slides, formatting, and so on). You need to view the show to test the buttons!

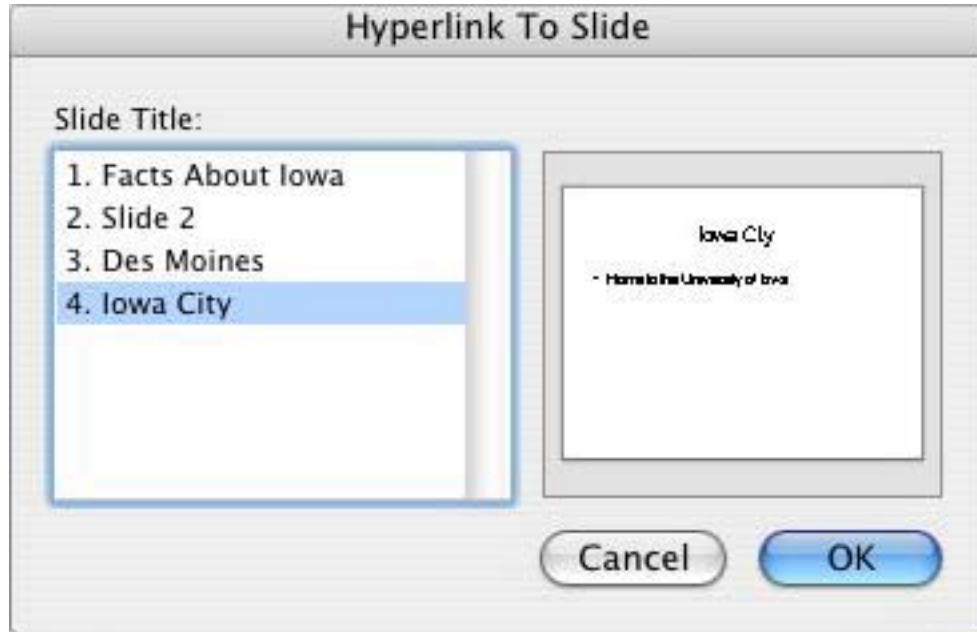
- Save your work.

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### STEP THREE: ADD A CUSTOM ACTION BUTTON

You now need to add a button from the Iowa City dot on the map (Slide 2) to the Iowa City slide (Slide 4). Note that the two slides are not right next to each other. That requires an extra step:

- On Slide 2, click Slide Show>Action Button>Custom, and then draw an Action Button around Iowa City. The Action Settings pane will appear.
- Choose Hyperlink to and select "Slide...". Another pane -- Hyperlink to Slide - will appear. Select the Iowa City slide, and then click OK twice.



- Scroll to the Iowa City slide (Slide 4) and follow the steps above to create a new Action Button. This time, click Slide Show>Action Button>Slide 2 (the map slide).
- Save your work and view your show. If you've done everything correctly, you should be able to click Des Moines on the map to move to the Des Moines slide; click the button on the Des Moines slide to move to the map; and click the Iowa City button to move to the Iowa City slide -- where you can click the button to go back to the map!

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### TIPS AND TRICKS

Action buttons aren't just for maps though. They're also a great tool for creating presentations in science, language arts, and the humanities. Any image -- a photograph, diagram, or even an entire slide -- can have an action button. Students can use action buttons to create short stories with multiple endings. Or Action Buttons can be used to add sounds, and to insert documents, Web sites, other PowerPoint presentations, and even movies.

Check out the [Poetry Slam](#) lesson plan for a great activity for using Action Buttons in the secondary English classroom!

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## TELL ME MORE!

### **Where can I find more information?**

See the [Techtorial](#) index (scroll down to the PowerPoint section) for more tutorials on using PowerPoint's many features for teaching and learning in the K-12 classroom.