

# Importing EPS Data into Google Maps

## Visualize and enhance your next recruitment plan

All custom EPS reports can be exported into Excel and utilized across systems and tools such as Google Maps to help you strategically plan travel and manage territories.

**1. When building your report, be sure to include the following columns:**  
Click "Add Column", select from drop down, click "Add column to report"

- High School Name
- State/Province
- High School Address: Street Address 1
- High School Address: City
- High School Address: Zip Code/Postal Code

Step 3: Customize your report  
The columns listed below are based on your search criteria and will be included in your report as shown unless you add to, delete or reorder them.

[Add column](#) [Create report](#)

High School Name	⊗
AI Code	⊗
State/Province	⊗
High School Address: Street Address 1	×
High School Address: City	×
Test Taker	⊗
Total	⊗

[Add column](#) [Create report](#)  
[Reset report columns](#)

**Report Builder Tips**

- To delete a column from your report, click the corresponding X
- To add a column, click **Add column** and select the criterion you'd like to include.
- To reorder columns, drag criteria to the desired positions. Regardless of the order you select, high school columns will always be grouped in columns to the

**Add Column** close

High School Address: City

Add this column to your report.

[Add column to report](#) or [Cancel](#)

**2. Click Download.xls button from your report output page and save your file.**

College Board Search

[Print](#) [Download.xls](#)

Sample College  
Unnamed search

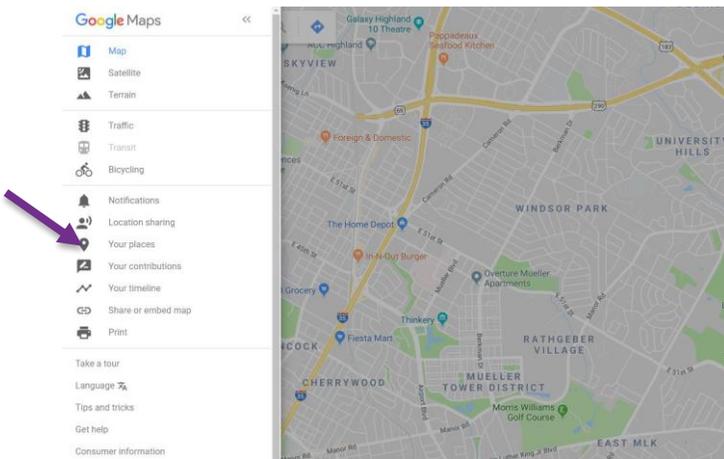
[View search summary](#) [Switch to accessible table](#) [Change view](#) [Filter report](#)

Name	AI Code	State/Province	High School Address: Street Address 1	High School Address: Street Address 2	High School Address: City
Ann Richards School for Young Women Leaders	440382	TX	2205 Prather Lane		Austin
Austin Waldorf School	440338	TX	8700 South View Road		Austin
Bastrop High School	440460	TX	1614 Chambers Street		Bastrop
Boerne High School	440730	TX	1 Greyhound Lane		Boerne
Boerne Samuel V. Champion High School	440732	TX	201 Charger Boulevard		Boerne
Bracken Prairie	440504	TX	870 Oak Springs Court		Bracken

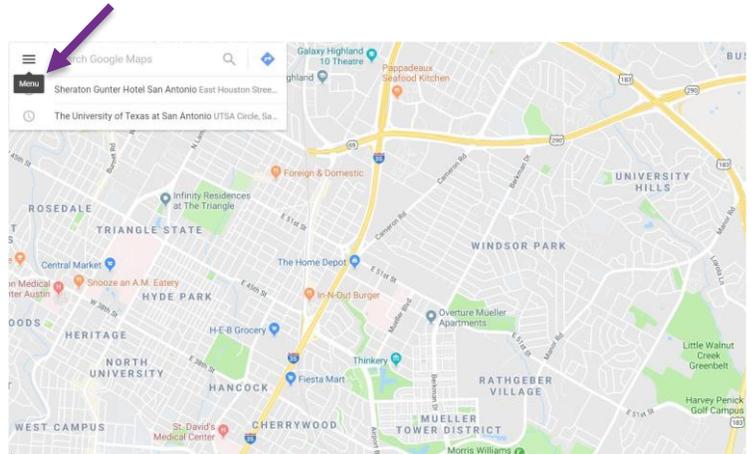
3. From your Excel file, disregard the information at the top and highlight only the relevant columns and data and copy into a new Excel file and save.

**NOTE: Google will not accept slashes or colons, so you will want to edit your file and re-title headers. Additionally, the test takers column needs to be reformatted as a number. To do this highlight the column, click on the yellow exclamation point and select "Convert to Number".**

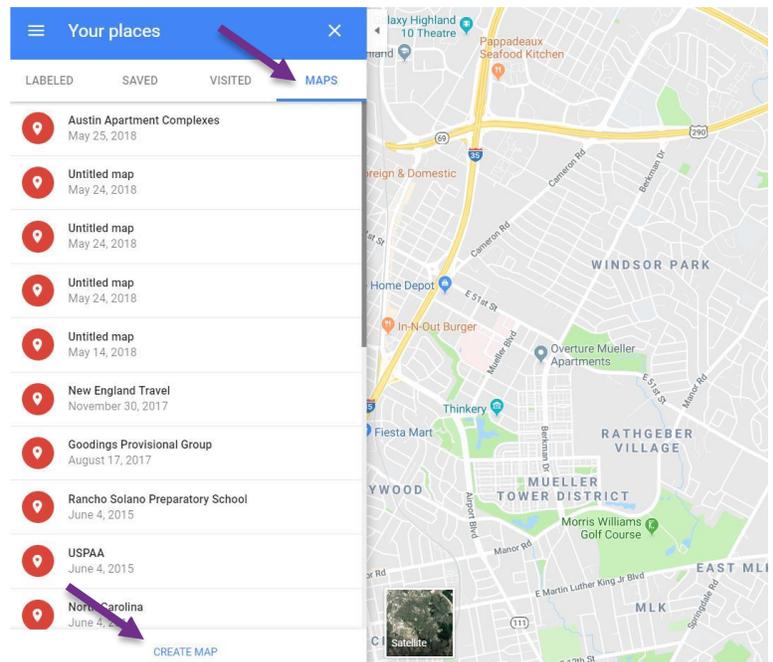
5. Select "Your places"



4. Open Google Maps (Menu Option)



6. From "Your places", click on the "Maps" and "Create Map" at the bottom of the sidebar



## 7. Click "Import" and select your saved file from your computer as the last step!

