



Google Maps Trainer Guide

Page 1:

- Explain that while you can do many things with Google Maps, this workshop is focused on using the app for directions.
- Remind participants to have their Apple ID and passwords handy for iPhone users and Google sign in info for Android users
- They won't be able to download the app without that information

Page 2:

- **Step 3:** Allowing access to your location is necessary to get full use of the app. Choose one of the Allow options.
 - According to Google, tapping **Always Allow** will provide quicker traffic updates and suggestions of places near you based on your use of other apps. However, it's not necessary if you want to use Google Maps mainly for directions and will keep the app open while you need it.
 - You can still get updates and search for places near you when you choose **Only While Using the App**, but the app may need time to update and find your location when you open it.
- You can change the location allowance later by going to your phone's Settings and opening the Google Maps option. (There probably won't be time to show this.)

Page 3:

- Take a few minutes for participants to explore this page. Ask them to search an address or a place.
- Have them tap the white arrow to see how the map moves back to their location after they've just seen a different address or place.

Page 4: **Using Google Maps for Directions**

- **Step 2:** The app only recognizes your location if you agreed to allow Google to access your location at the beginning.
- **Step 3:** Show how to scroll to the right with your finger to see the transit options. Let participants know you'll go over each of the options listed, so they don't have to select them right away.
- The destination is marked on the map with a red pin.
- **Step 4:** Ask participants to tap **Steps**, so that they can see the written instructions.

Page 5: **Public Transit Directions**

- This is a very useful feature because Google Maps brings together different public transit options!
- Make sure to note that while Google Maps shows you the public transit directions, you can't purchase RTD tickets through Google Maps. (This note is included on p.6 of the handout, but it's good to mention it as you start discussing public transit.)
- **Step 1:** Ask participants to scroll down to see the different options. **Before they tap one of the routes, have them tap Options in the top, right corner.**



- Show them what the screen looks like. They can change what modes of transport (bus, train, etc) and routes (best route, wheelchair accessible, etc) they see by tapping the different filter options.
- **Step 2:** Next, have participants tap the time. Depending on their phone, the dial to set the date and time may look different. If participants have an iPhone, explain that each column in the dial moves separately. Move your finger up or down the dial to set the time.

Page 6: **Public Transit Directions**

- Walk through this page and ask participants to explore the features that outline the route they've chosen.
- To go back to see a different route, tap the back arrow in the top, left corner of the screen (on the map).

Page 7: **Walking, Rideshare, and Biking Directions**

- **Step 1:** Point out where the route's time and distance is given (right below the map).
- Ask participants to tap **Steps** to see the written instructions. Ask if participants find these useful.
- **Step 2:** By tapping either Lyft or Uber, you see the prices and car options for that particular app. If you want to compare prices, you have to tap one and then the other. They don't display simultaneously.
- Explain that the "Open App" option to go to Lyft or Uber and book a ride only applies if you already have the ridesharing account and the app downloaded on your phone.

Page 8: **Walking, Rideshare, and Biking Directions**

- Remind participants that they may have to scroll to the right to see the **bike icon** above the map.
- Point out where the route's time, distance, and elevation info is given (right below the map).
- Ask participants to tap **Steps** to see the written instructions. Ask if participants find these useful.
- If you have experience using Google Maps for biking, share this!
- Ask if there are any questions!