

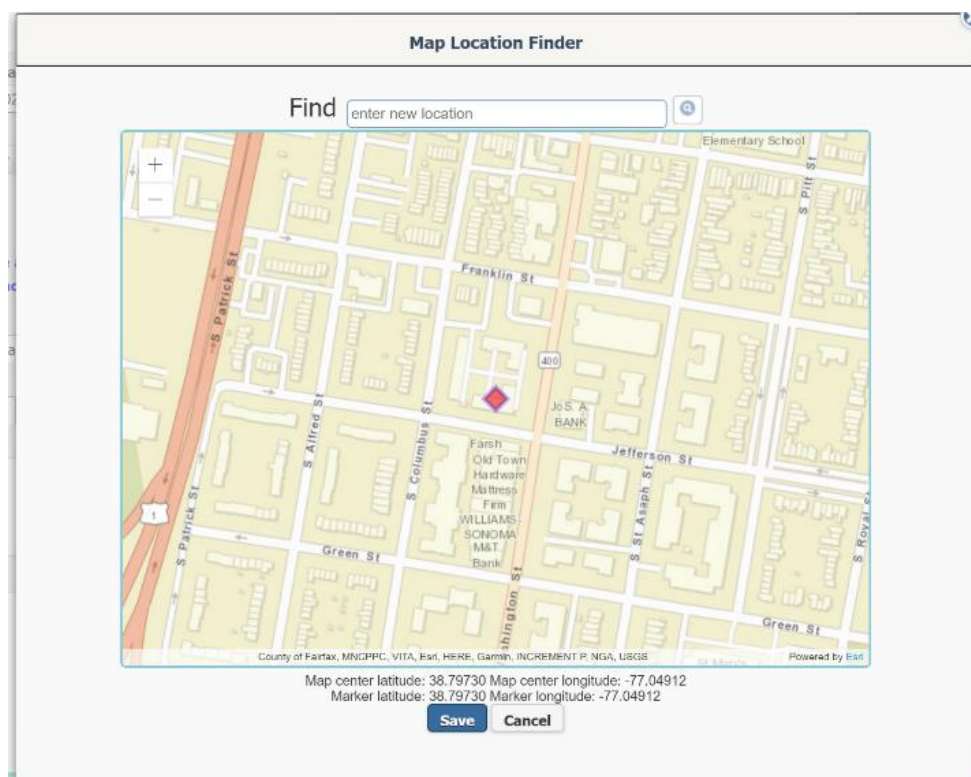
## How to Map Service Record Locations

IQ allows users to enter the location of where a Service is being requested so that the location can be mapped either in the Service record itself or with a heat map to show multiple Service locations on a single map.

When the user fills in the **Locations** field, the address is converted to latitude and longitude and is visible on a map by clicking the icon next to the location field.

**Location**

Note: The location field is a specific type of field within a Service and must be set up as a location field when creating the Service template. It can also be added to existing Service templates.



If a user wants to see the location of multiple services, they can filter for the Services they want to map on the Services search results page and choose **Location Map** from the **More** row action.

Home Contacts Messages Outreach Services Visitor Form Library Events Boards LegiStats Admin

Filters

Filter Text...

Assigned To  
Service Type  
Primary Role \*  
Step  
Outreach Information (4)  
Service Priority

Services » Search » Results

Service Search (4 of 4 Records Selected)

List Analyze Map Change Report More Sort: Age (Asc)

Complete Step Edit Reassign Release +Note +Code +Info Copy

Download as Zip File  
Convert to Original Message  
Switch Template  
Update Closed Services  
Save List  
Location Map

Tags: VIP Urgent

Primary Contact +Contact Delete (ID# 805958) 1  
OPEN  
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Each Service will be highlighted by a point on the map. If you click on the point on the map, the actual Service related to the point will be shown. And if you mouse over the point on the map, the actual location will be shown.

