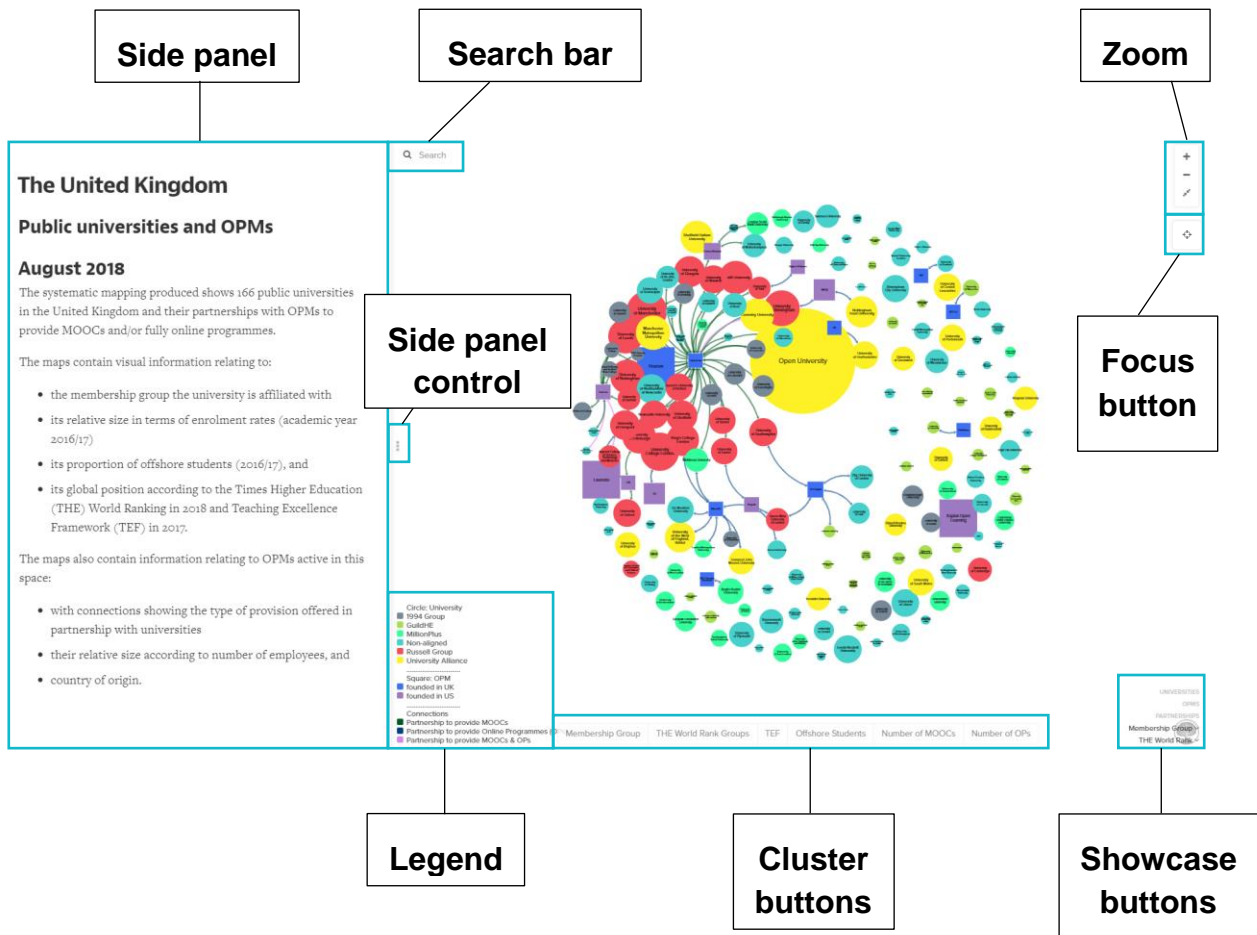


How to use the maps on the Kumu platform

Click on the links provided to open the interactive maps.



Key terms

The squares and circles are called **elements**.

The bi-directional arrows are called **connections**.

Keyboard tips


Bump: To change the layout of the map, hit '**B**' on your keyboard to 'bump' the map into a different configuration.

Pause: The maps are in constant movement. To pause the movement, hit the **spacebar** on your keyboard. When the map is 'paused', you can select individual elements and move them to any area of the screen. The connections will not be broken. To 'unpause' the map, hit the spacebar on your keyboard again.

Side panel

When the map is opened via the link, the side panel will show the Map Overview.

Click on individual elements or connections to see more information on the underlying data in the side panel.

 Click the **slide panel control** to slide the panel open or closed.

Legend

The legend shows what the visual features on the map represent.

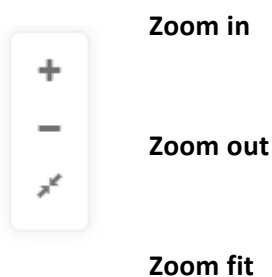
For more detailed explanations of the visual features, see the **Visual Feature Information Sheet**. (link:

<https://drive.google.com/drive/folders/1gDsXlp5O3yDS94RDMXir0tdqvwHQUD5t>)

Zoom

Use the **zoom** buttons to zoom in, zoom out, and zoom fit.

Clicking 'zoom fit' will adjust the size of the map to fill the screen.



Search bar

Type the name of a specific element into the **search bar** to zoom in on it.

Click on the element and slide out the side panel for more information on the underlying data.

Remember, the **zoom fit button** will return the map to its original size.

Focus button



Kumu says:

<https://docs.kumu.io/>

Kumu's **focus** feature allows you to focus on one or more elements and connections, temporarily hiding the rest of the map.

Focus is activated in one of two ways:

1. Click and hold on any element or connection. A message will pop up on your screen with more tips, OR
2. Select one or more elements or connections (press `shift` and click to select multiple items), then click the **focus button** on the right side of the map. Once focus is activated, you can expand or compress using the arrows that appear either side of the focus button.

To bring back the full map, click the **focus button** on the right side of the map again to deactivate the focus.



Expand focus

Activate/ deactivate focus

Contract focus

Showcase buttons



Kumu says:

<https://docs.kumu.io/>

Showcase allows you to show or hide elements and connections based on the information they contain. But, instead of hiding your unselected data, showcase will make it translucent, fading it into the background.

Showcase buttons without a dropdown menu

Select one of the **showcase buttons** that do not have a dropdown arrow to showcase the different elements and connections.

For example, to showcase *universities*, select the **university showcase button**. To bring back the full map, click the **university showcase button** on the bottom right side of the map again to deactivate the showcase.

Showcase buttons with a dropdown menu

Select one of the **showcase buttons** that have a dropdown arrow to bring up a list of categories available for showcasing. Select a category to show the associated elements only. More than one category may be selected at a time. To bring back the full map, click each selected category again to deactivate the showcase.

Cluster buttons



Kumu says:

<https://docs.kumu.io/>

Clustering is a powerful tool that allows you to connect elements based on different categories. When clustering is activated using the **cluster buttons**, Kumu will create new elements to represent each possible value for a category.

Why is clustering valuable? There are hidden relationships in much of the data you have stored in spreadsheets; they're just not stored explicitly as connections. If you **cluster** elements by different categories, you can start to get a better understanding of the network.

Click on a **cluster button** to group the elements according to the category on the button. To bring back the original map, click the selected **cluster button** again to deactivate the cluster.

Depending on the size of the map and the speed of your connection, the map may need a few seconds to move into place.

Additional resources from Kumu

Keyboard shortcuts (link: <https://docs.kumu.io/guides/shortcuts.html>)

Examples of using the maps to explore the terrain

Use the interactive features to find answers to a range of questions and explore specific areas of interest.

Example 1: Which universities are 'not ranked' in the top 1,000 universities by the THE World University Ranking and have at least one partnership with an OPM?

- Click the THE World Rank Groups **cluster button**
- Use the **search bar** to search for the element 'Not ranked'
- Select the 'Not ranked' element and click the **focus button**
- Expand the focus using the **focus button arrow** to bring into focus the group of universities not ranked.
- Expand the focus using the **focus button arrow** again to bring into focus the OPMs in partnership with the 'not ranked' universities.

Example 2: Unpack the data behind an individual university.

- Use the **search bar** to search for the university you are interested in 'unpacking'
- Select the element and click the **focus button**. The university will appear with its connections to OPMs.
- Click each **cluster button** at the bottom of the map to explore the different groups associated with the university. This will show a new map with one university, its partnerships (if it has any), and various features of the university such as how many MOOCs it offers and what 'type' of institution it is.
- With the university selected, click on the **side panel button** for more specific data.
- Remember to deactivate the clusters by clicking on each cluster button again, before clearing the focus and returning to the original map.