Steps for getting detention facilities into points on your map

To skip geocoding, use the csv file I send you with the coordinates and start at step 7.

1. Put all detention centers on one spreadsheet and save as a CSV. You will need to have column headers “Address”, “City”, “State”, and “Zip” in your file for geocoding.

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1. Go to: <http://geoservices.tamu.edu/Services/Geocode/BatchProcess/> (you can probably find other free geocoding services online, but this one is pretty good and easy to use). Click the “Start – Step 1” button (You will need to create an account to continue, and you can geocode 2500 addresses for free). Make sure your file name contains no spaces or punctuation.

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1. After you validate your csv with the Texas A&M geoservices site, click “Geocoding.”

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1. Click “Next – Step 3”, “Next – Step 4” etc.

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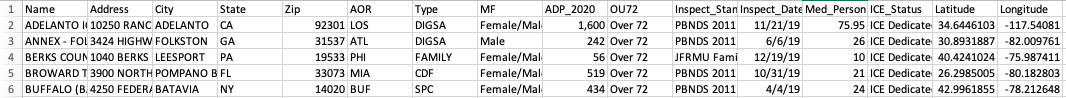
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1. When geocoding is complete, you will receive an email with a link to your results. Follow the link and click “download” to save your new csv file to your computer.
2. The resulting file may require some cleanup!

**START HERE IF SKIPPING GEOCODING**

1. We now have a clean geocoded csv file of ICE facilities. We can import this into QGIS, see our points, and export a geoJSON file for our web map.





1. Open QGIS and click “New Project” in the top left corner. Set your EPSG to 4326 (WGS 84) in the bottom right corner. This is an “unprojected” coordinate reference setting that web maps can handle. It will preserve our coordinates as latitude and longitude decimal numbers.

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1. Next, point the cursor to “Layer”, “Add Layer”, and “Add Delimited Text Layer.”

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1. Add the ICE facilities csv file and make sure your settings are as follows:

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1. After clicking “Add,” you should see the points in your map window. Now, the ADP\_2020 attribute needs to be changed from a string to an integer, since we will run some math on these numbers to generate proportional circle radii in the web map. This part is tricky. Right click on your layer and click “Open Attribute Table.” Click on the “Field Calculator,” which looks like an abacus. Check “Create a new field” and call it “ADP” in the “Output field name” box. Change “Output field type” to “Whole number (integer)” and place the following code in the “Expression” window:

to\_int(replace(“ADP\_2020”, ‘,’, ‘’))

The inner replace(“ADP\_2020”, ‘,’, ‘’) function takes all of the string values in the ADP\_2020 column and replaces all commas in numbers like 1,600 with nothing, since these commas prevent the conversion of these strings to numbers. The to\_int() function turns these values into integers. Now you can click “OK.” Now, save your edits to the layer by clicking the button that looks like a blue disk in the main map window. After saving, click the pencil button to the left to quit editing the layer.

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1. Let’s export these points to a GeoJSON file that we can use in our web map. Right click on your layer in the table of contents, choose “Export” and “Save Features As…” In the next window, choose “GeoJSON” for Format, name the file “ICE\_facilities,” and set COORDINATE\_PRECISION to “5.” This will relegate your coordinates to five decimal places to ensure a smaller file size. Five decimal places are plenty for accuracy. Click “OK.” You now have a GeoJSON file.

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