

Edit a KMap

To edit Knowledge Maps, you first need [editorial permissions](#) for the KMap you want to change. You can also edit any new KMaps you've added on your own.

1. Log in to places.kmaps.shanti.virginia.edu or subjects.kmaps.virginia.edu
 - The KMaps editorial homepage will open
2. If you're in Places, switch to the perspective for the place you want to edit
 - The administrative perspective shows by default
 - Learn more about [Using Perspectives](#)
3. Find and open the KMap you want to edit
 - The KMap will open in the "View" mode
4. Click the **Main Menu icon**, then **Edit Mode**
 - You can also click the pencil icon on the KMap page
 - You'll see metadata fields for the KMap
5. To edit each field, click the **pencil icon** next to it
 - Learn more about [KMap metadata fields](#)
6. To see your edits, click on the **Main Menu icon**, then **View Mode**
 - You'll see the edited KMap