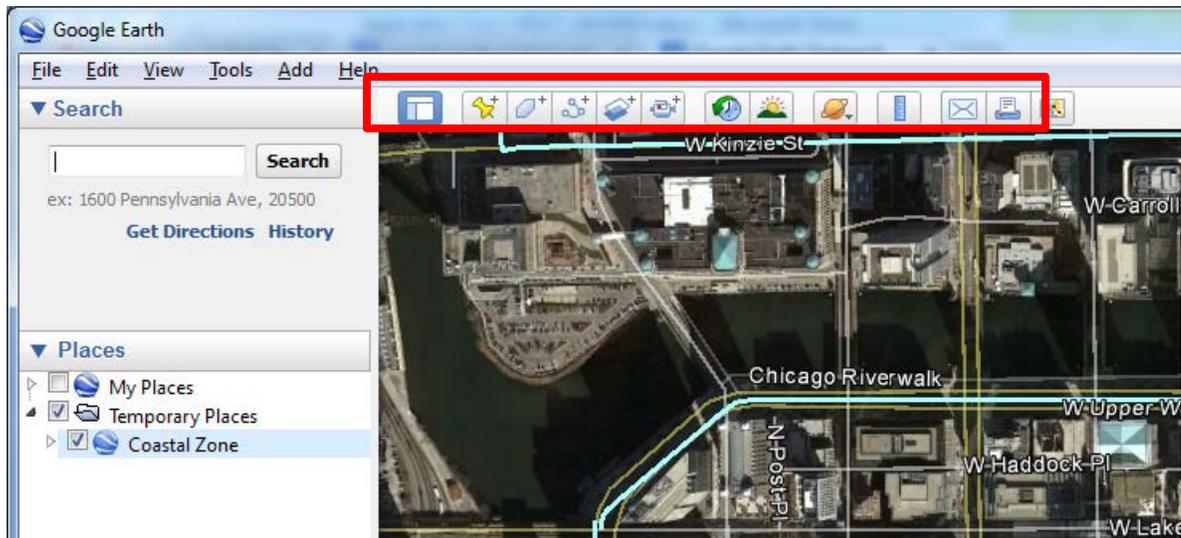
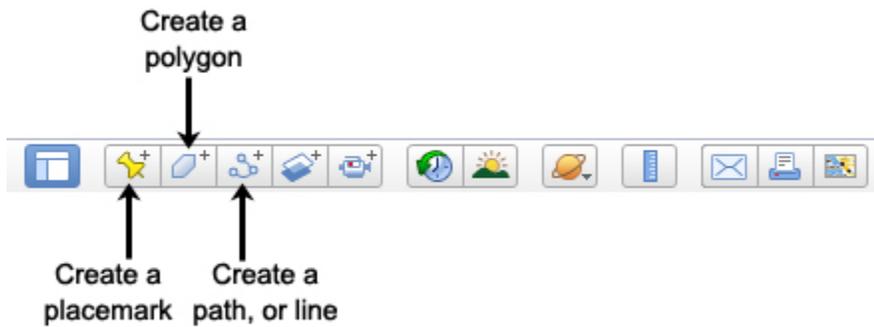




7. Find the toolbar above the 3D viewer:

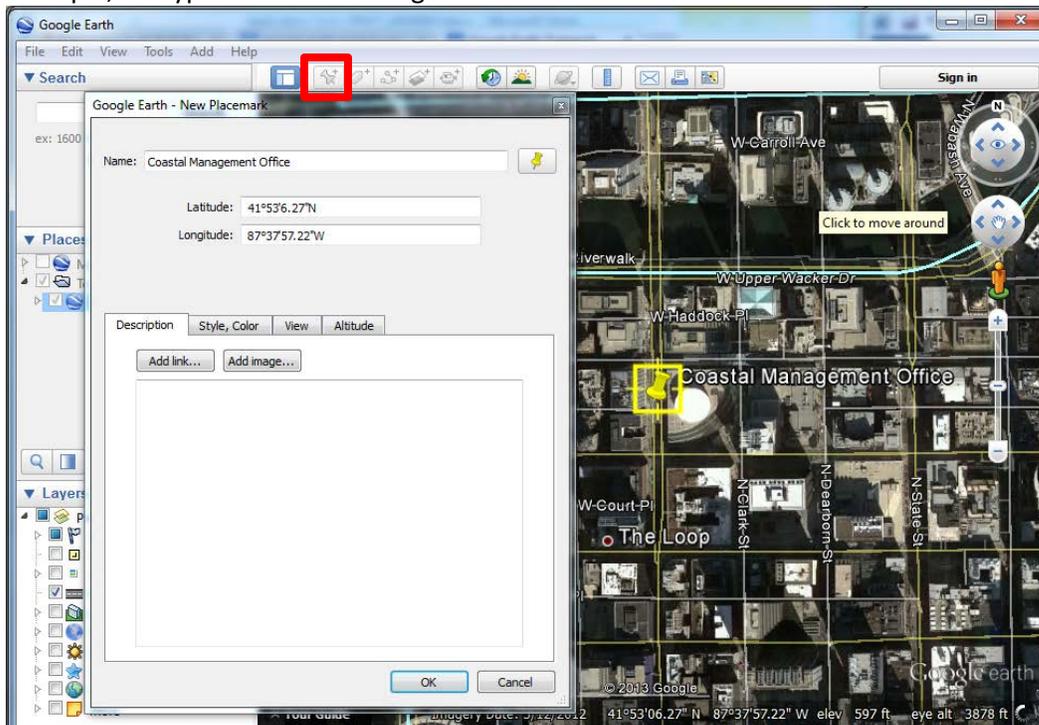


8. Each button on the toolbar has a purpose. Find the tools for create a placemark, path, and polygon:

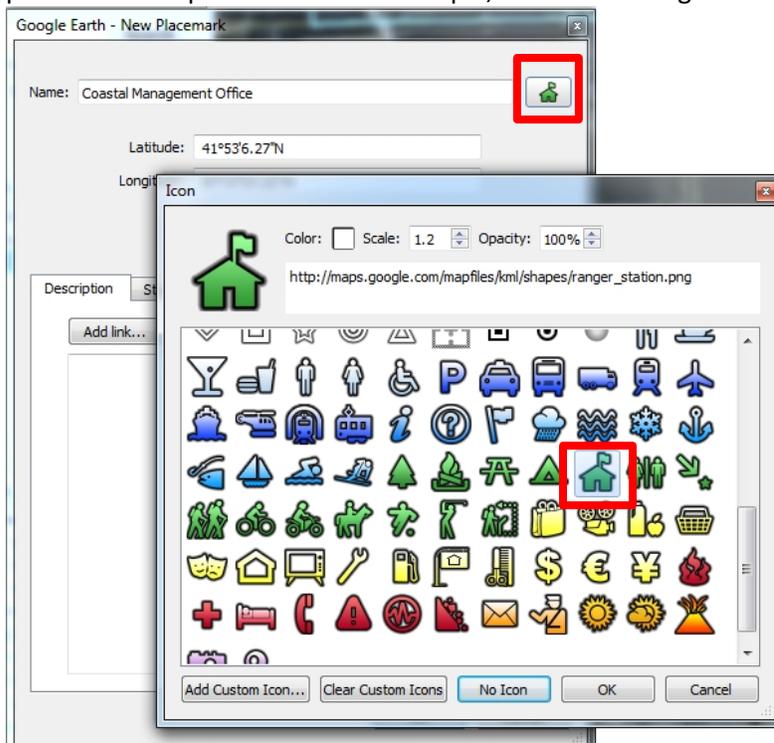


## Add Placemarks

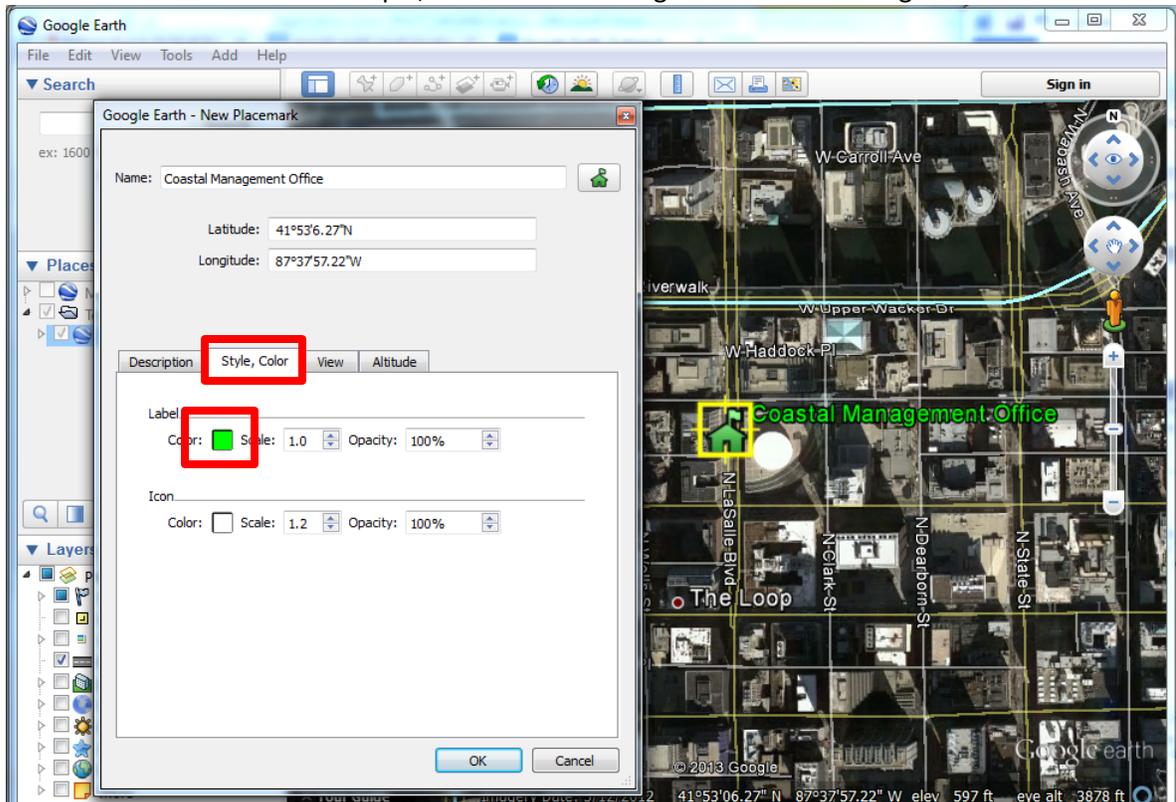
1. Click the **Add Placemark** button  in the toolbar. A placemark is automatically added to Google Earth. Also, a **New Placemark** dialog box appears.
2. Move your placemark's location by clicking and dragging its icon, or by typing a latitude and longitude into the **New Placemark** dialog box.
3. In the **New Placemark** dialog box, type in a name for the placemark in the **Name** field. In this example, we typed "Coastal Management Office".



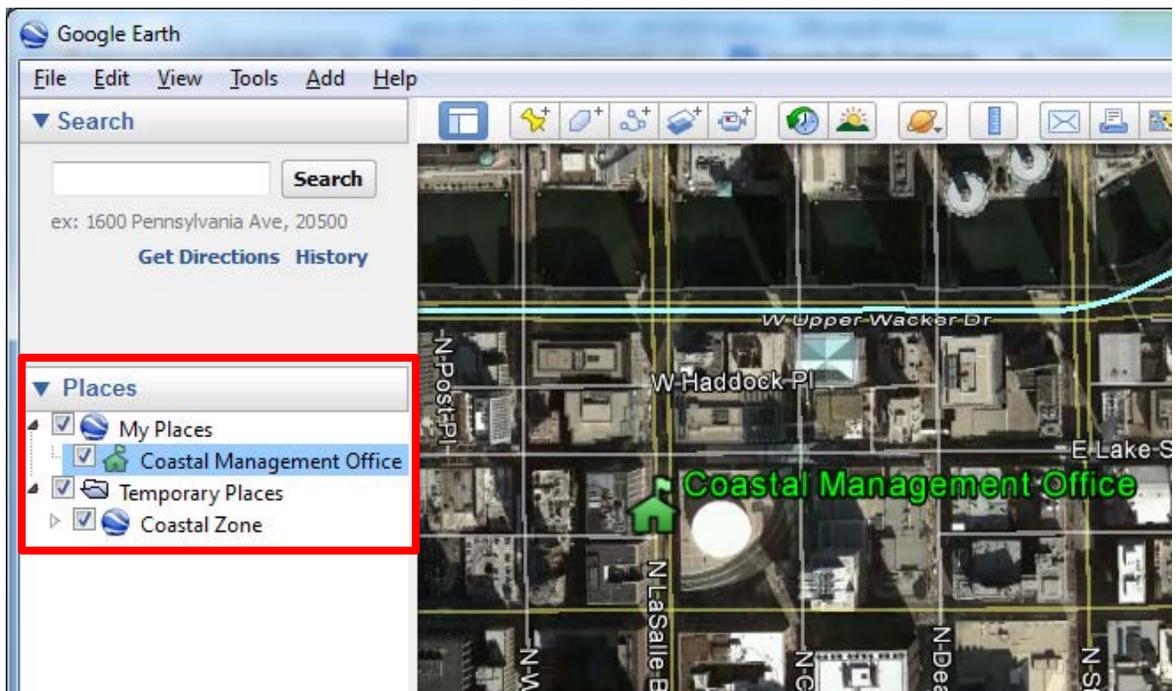
4. Click on the icon button in the top-right corner of the window, and choose an icon for your placemark and press **OK**. In this example, we chose a ranger station icon.



- Click on the **Style, Color** tab, and choose a color, scale (or size), and opacity for the placemark icon and label text. In this example, we choose to change our label color to green.



- When you are finished creating your placemark, click **OK** and your placemark will appear in the Places panel.

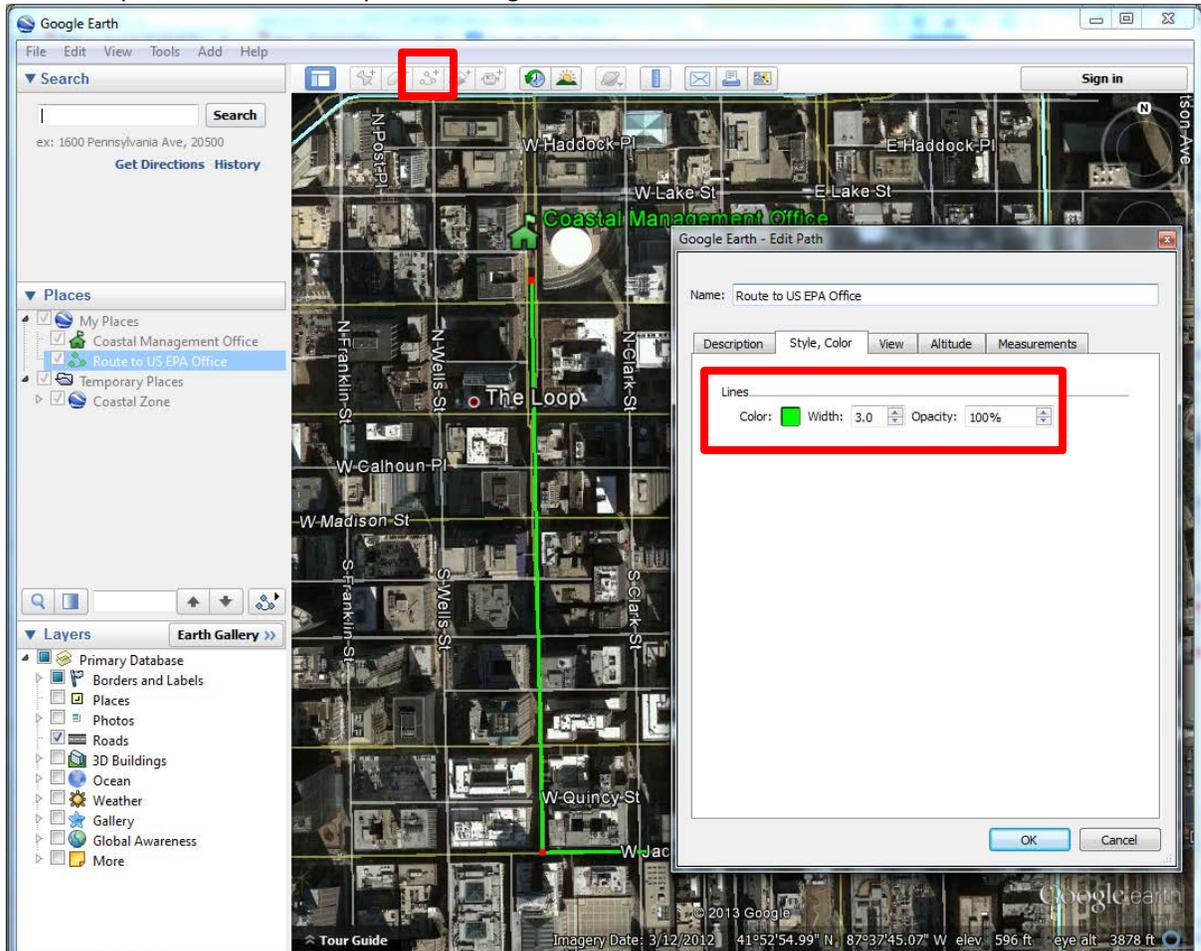


**Tips:**

- To edit a placemark's location, name, or description, right-click on the placemark in the 3D viewer or in the Places panel, and choose **Properties** (on a PC) or **Get Info** (on a Mac). Click-and-drag the icon to change the location, or edit the name and description and click **OK**.

## Add Paths

1. Click the **Add Path** button  at the top left of your map. A **New Path** dialog box appears, and your cursor changes to .
2. Click on a series of places on the map form a path. Each time you click, a new node is added to your path. You can also click-and-drag to create frequent nodes, which makes a smoother path. In this example, we will create a path marking the tree line.



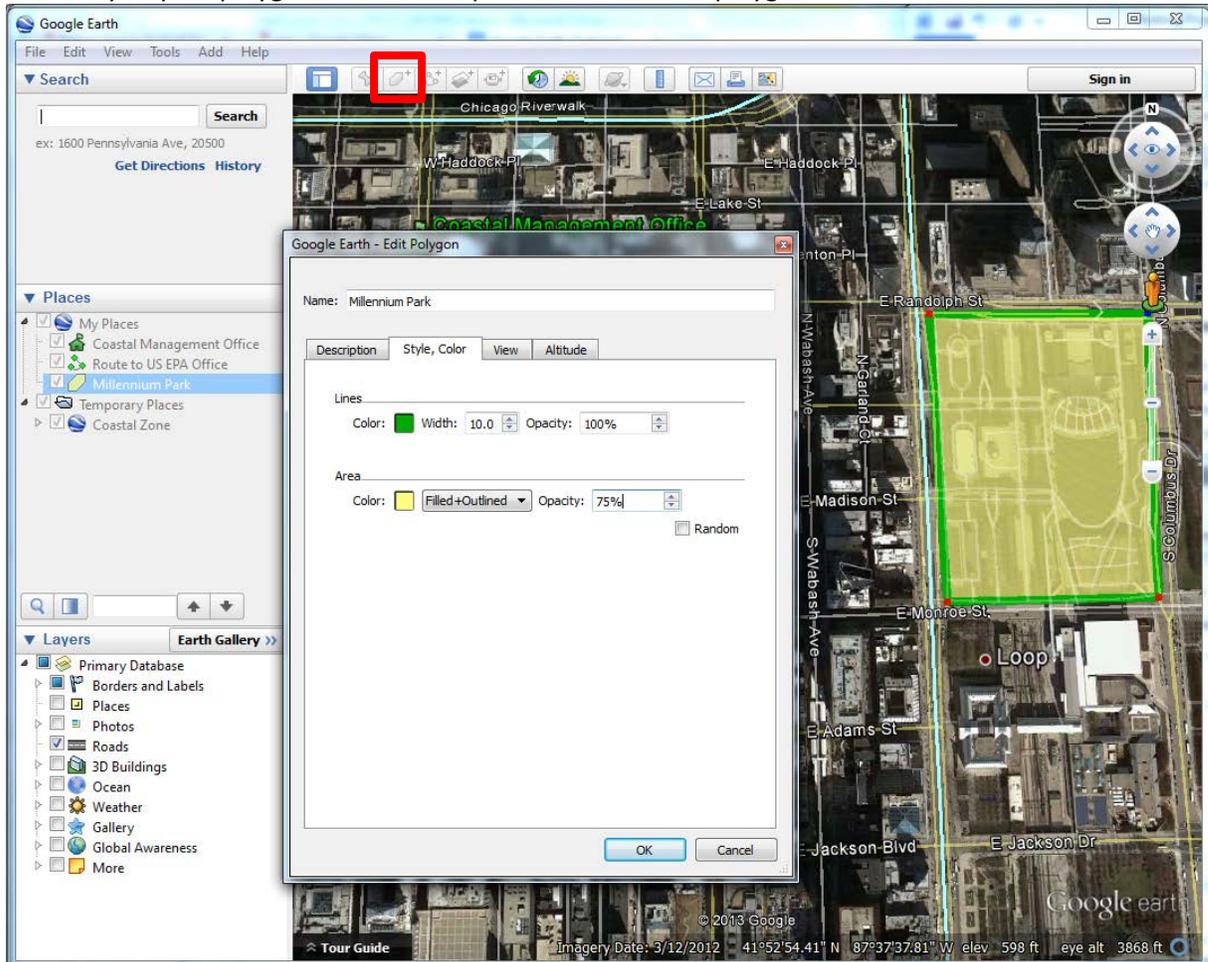
3. In the **New Path** dialog box, type in a name for the path in the **Name** field. In this example, we typed "Route to US EPA Office".
4. Click on the **Style, Color** tab, and choose a color, width, and opacity for the path. In this example, we choose a green color, a width of 3.0, and an opacity of 100%.

### Tips:

- To edit a path's location, name, or description, right-click on the path in the 3D viewer or in the Places panel, and choose **Properties** (on a PC) or **Get Info** (on a Mac). Then you can edit the title and description and click **OK**. Right-click your mouse to delete recently-created nodes. You can also click-and-drag any nodes to reshape the polygon.

## Add Polygons

1. Click the **Add Polygon** button  at the top left of your map. A **New Polygon** dialog box appears, and your cursor changes to .
2. Click on a series of places on the map to form a polygon. Each time you click, a new node is added to your polygon. You can also click-and-drag to create frequent nodes, which makes a smoother boundary to your polygon. In this example, we will create a polygon around Millennium Park.



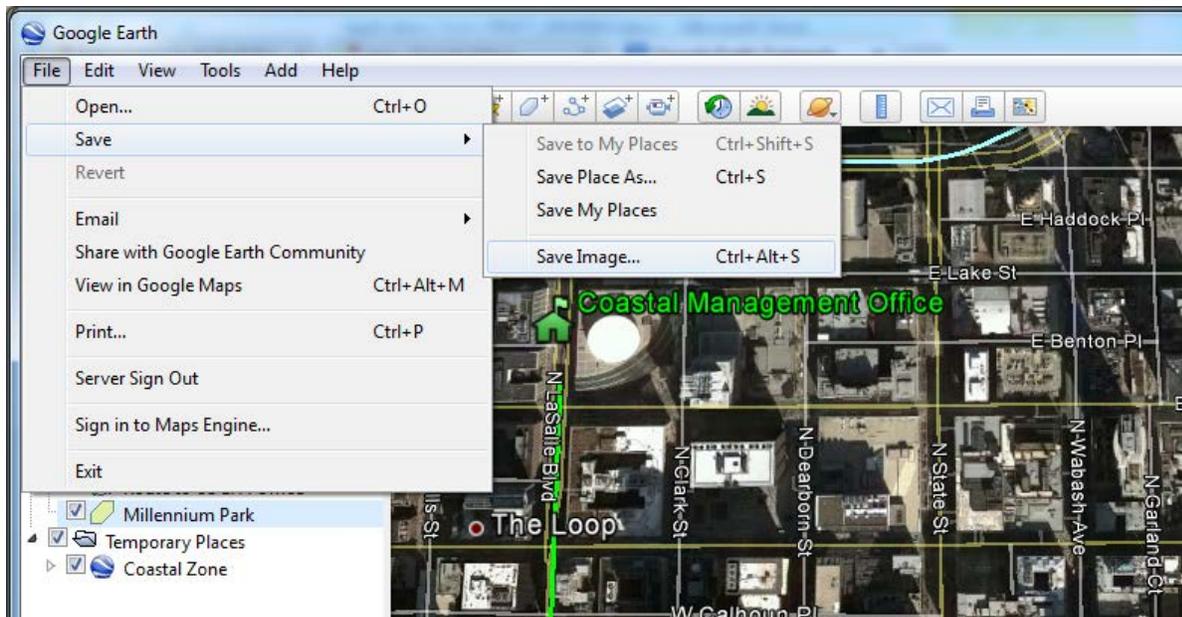
3. In the **New Polygon** dialog box, type in a name for the polygon in the **Name** field. In this example, we typed "Millennium Park".
4. Click on the **Style, Color** tab, and choose a color, width, and opacity for the boundary lines. Choose a color and opacity for your polygon area, and determine if you want the polygon filled and outlined, only filled, or only outlined. In this example, we chose green and yellow, a line width of "10.0", and medium opacities.

### Tips:

- To edit a polygon's location, name, or description, right-click on the path in the 3D viewer or in the Places panel, and choose **Properties** (on a PC) or **Get Info** (on a Mac). Then you can edit the title and description and click **OK**. Right-click your mouse to delete recently-created nodes. You can also click-and-drag any nodes to reshape the polygon

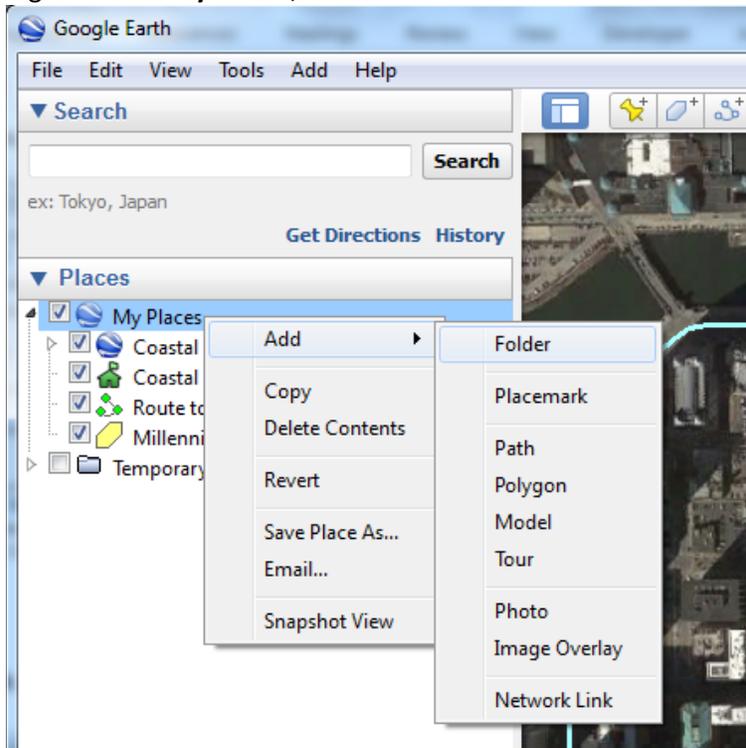
## Creating a jpeg of your map

Use **File > Save > Save Image** to save the current view as an image file to your computer's hard drive. When you save an image, a **Save** dialog box appears and you can locate a folder on your computer to save the image to, just as you would for any document you might save. The image is saved with all visible placemarks, borders, or other Layer information visible in the 3D viewer.

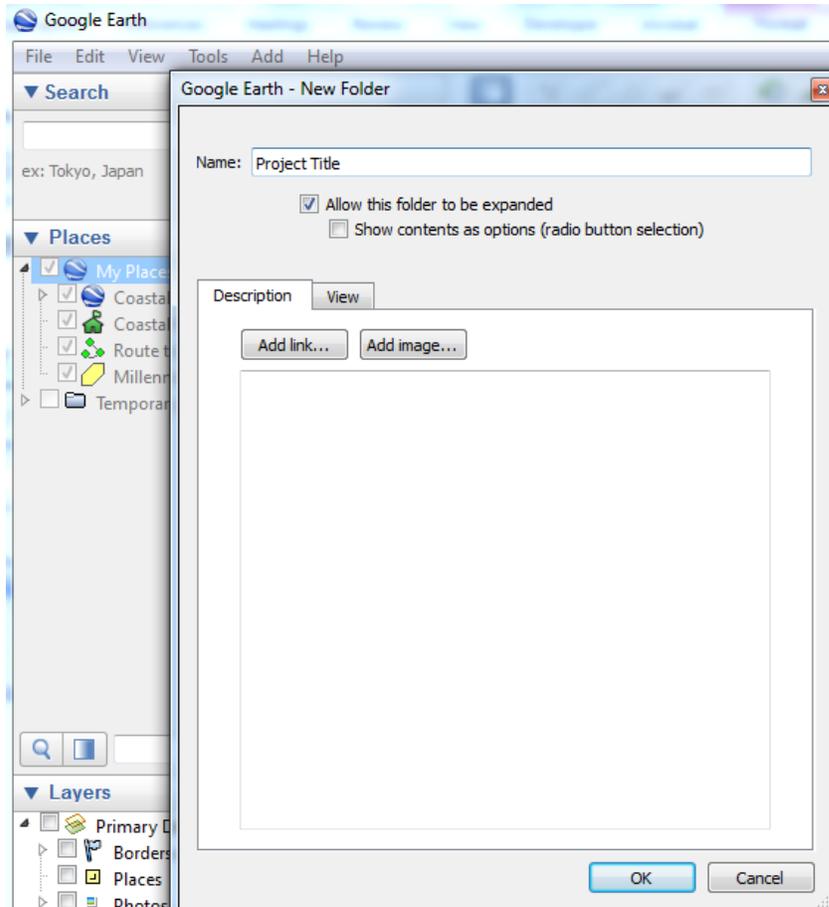


## Saving a .kmz file in Google Earth

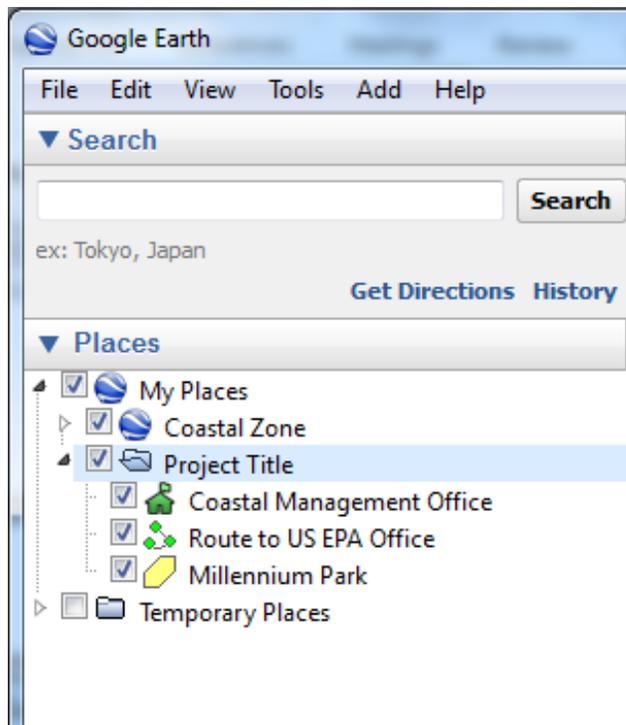
1. Right click on **My Places**, click **Add > Folder**.



2. Name the folder after your project, click **OK**.



3. Drag your places into the new folder



4. Right click on your new folder and click on **Save Place As...** to save the places as a .kmz file to your computer's hard drive. When you save an image, a **Save** dialog box appears and you can locate a folder on your computer to save the file to, just as you would for any document you might save. The file is saved with all placemarks, borders, or other Layer information you have added to your folder.

