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## TUTORIAL TO CREATE AOI POLYGONS IN GOOGLE EARTH PRO™

1: You will need GoogleEarth Pro (freeware) to generate your Area of Interest (AOI). You can get a copy of GoogleEarth Pro from the link provided below.

http://www.google.com/earth/download/gep/agree.html

When installing, use this activation code: GEPFREE

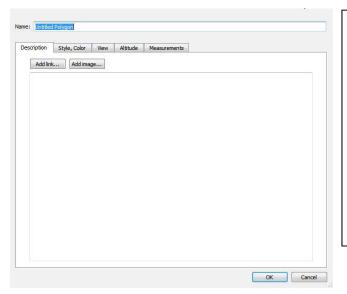
Once installed, launch GoogleEarth and proceed to "Generating a Polygon" section.

## Generating a Polygon:

1: To start generating a polygon object, you will need to use the Add Polygon tool on the toolbar pictured below:



2: The "Edit Polygon" window will open. **DO NOT CLOSE THIS WINDOW**. As long as this window is open, you will be able to draw and edit that polygon. The "Edit Polygon" window has several tabs which you can use to customize the display of your polygon.

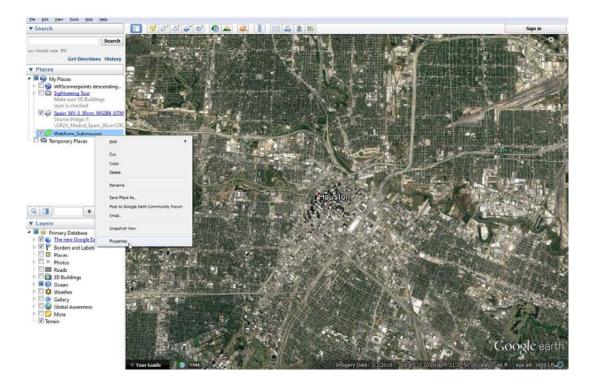


The two tabs you will be using are: Style, Color and Measurements tabs.

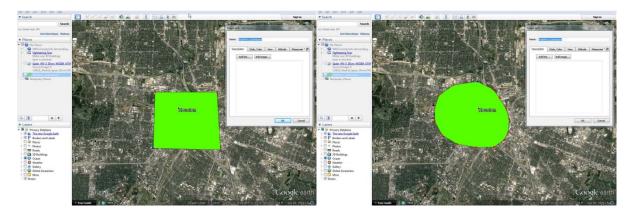
Style, Color tab will allow you to change the thickness of the border and the color of the polygon

Measurements tab will have Perimeter and Area calculations in it. Please use Square Kilometers for calculating Area

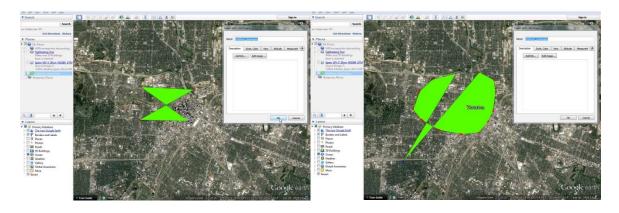
Note: If you accidently close this window, you can reopen it by right clicking the polygon in your "Places" sidebar and select "Properties."



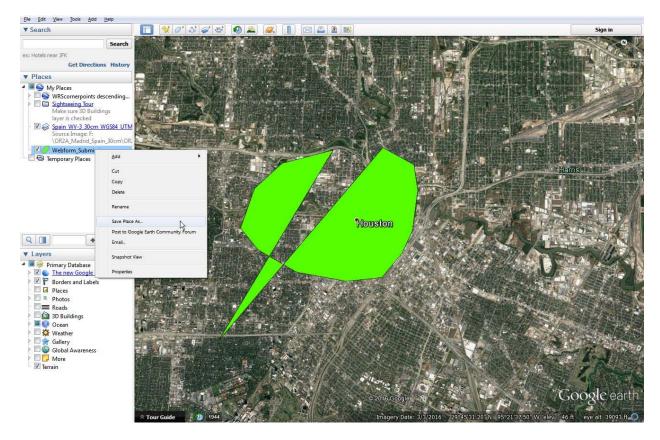
3: Proceed to draw your polygon by left clicking for each point you want. You can undo the previous point placement by right clicking anywhere in the GoogleEarth map area. Here are a couple examples of acceptable Polygons.



Please make sure that the polygon does not wrap around on itself. Each "Add Polygon" command can only include one polygon. The following polygons will cause an error and cannot be used.



- 4. Once an area has been identified, press "OK" on the "Edit Polygon" window to save all changes.
- 5. To save this polygon to a file you can submit, you will use the "Save Place As" command from the Places Sidebar.



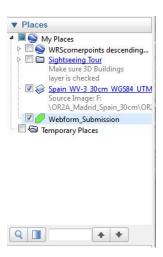
This will open a save dialog. Browse to the location on your computer you want to save the file and give it a name. \*\*This will be the file you select in the prompt on the Contact Us Request Form. \*\*

<sup>\*\*</sup>Note for webpage terminology

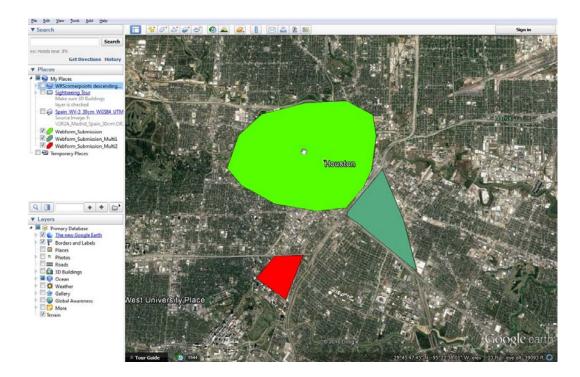
\*If you have multiple Areas of Interest, please continue below to the "Generating Multiple Polygon KML File" section for help on generating a multi polygon file for submission. If you only have one Area of Interest, you are done and can return to the Contact Us Request Form.\*

Generating Multiple Polygon KML File:

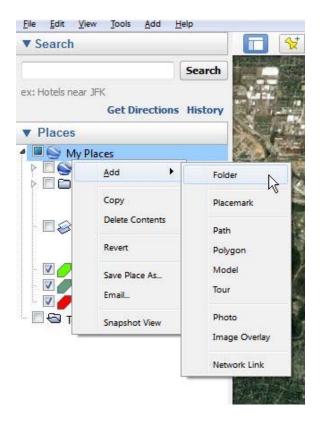
1. In our previous images you may have noticed that the polygon you have created shows up in the "Places Sidebar" as shown below. We will be repeating the previous section to generate a few more polygons.



2. Using the "Add Polygon" feature, I have generated two more polygons. The following image will illustrate the total polygons. You will notice that each polygon has a different color, this helps show that they are each individual polygons.



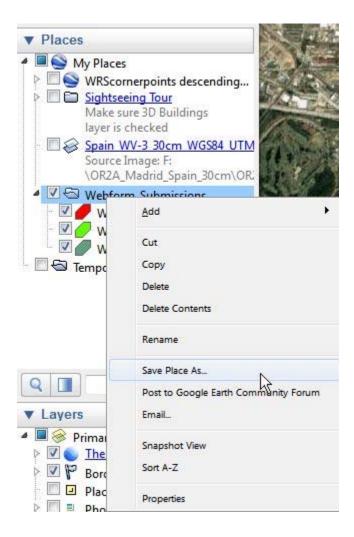
Now these polygons need to be grouped together so a multi polygon feature can be generated. Start by "Adding a Folder" in the Places Sidebar by Right Clicking the "My Places" and going to "Add" then selecting "Folder." This will prompt you with a "New Folder" window, just give it a name and select "OK." You will now have a new folder in the "Places Sidebar."



4: Now the polygons need to be moved to the new folder. Proceed to drag a polygon to the folder by holding left click and moving the polygon onto the name of the folder you just created. A little + sign will appear when you have moved the polygon over the folder, once this happens you can release left click. The polygon file has now become a content of that folder. This is indicated by the file being indented under the folder as shown below.



5: Once you have generated and moved all of your polygons into a folder, a multi polygon file can be generated. Right click on the Folder you created and go to the "Save Places As" option. Proceed with naming the file and saving the file to your computer.



This file can be used for submission on the Contact Us Request Form.