

Skills Sheet: 'Finding places'

Finding places

Searching in Google Earth is like searching using a normal search engine.

Type the place you are looking for in the search box (1) and press ENTER.

The search result will be displayed as a grey crosshairs (2) both in the viewer and in the search results section.

Google Earth likes certain formats for searches. You can use:

- just the name of the country or major town
- town and country for smaller towns (e.g. Ushuaia, Argentina)
- full address (e.g. 1 Kensington Gore, London)
- postcode (e.g. SW7 2AR)

Note: if there are many places of the same name, Google Earth is more likely to select the correct one if you have the browser positioned in right area

Skills Sheet: 'Using the 3D viewer'

Navigation Controls

1. Click the north-up button to reset the view so that north is at the top of the screen. Click and drag the ring to rotate your view
2. Use the Look joystick to look around from a single vantage point, as if you were turning your head. Click an arrow to look in that direction or continue to press down on the mouse button to change your view
3. Use the Move joystick to move your position from one place to another. Click an arrow to look in that direction
4. Use the zoom slider to zoom in or out (+ to zoom in, - to zoom out) or click the icons at the end of the slider

Keyboard shortcuts

- Use the arrow keys to move your position around
- Use the SHIFT key + the left and right arrow keys to rotate your view
- Use the SHIFT key + the up and down arrow keys to tilt your view

Mouse shortcuts

- Hold the left mouse button down and drag to change your position
- Double click on a location to zoom in
- Hold the right mouse button down and drag up and down to zoom (or use the mouse scroll wheel)
- Hold the right mouse button and drag left and right to rotate your view

Skills Sheet: 'Using layers'

Introduction to layers

Layers contain additional contains additional information created by Google or its content partners.

1. Layers are activated by clicking on the check boxes
2. A ✓✓ indicated that a layer is turned on. Click on the ✓✓ again to turn a layer off
3. A ✓✓ indicated that some of the layers in a folder are turned on
4. Layer folders can be expanded by clicking on the '+' symbol next to a folder.
5. Folders can be minimised by clicking on the '-' symbol

Popular layers

The layers in Google Earth are updated on a regular basis, so you will need to look at the layers panel in Google Earth for an up-to-date list.

Some of the useful layers are:

- 3D Buildings – shows buildings in 3D in major cities especially in the USA and major landmarks elsewhere
- Borders and Labels – show national and internal borders and the location and names of towns and cities
- Weather – shows live cloud, radar and forecast information
- Gallery – expand this folder to see layers on volcanoes, earthquakes, etc.
- Global Awareness – expand this folder to see information created by a range of NGOs
- Places of interest – expand this folder to see information on hospitals, schools, geographical features, etc.
- Terrain – switching this layer on shows the world in 3D

Skills Sheet: 'Opening saved placemarks'

Opening placemarks

Placemark is the name given to the points created in Google Earth. These are saved in files called kml or kmz files. These files can be saved in the same way as any other file in your 'My Documents', department shared area or hosted on your VLE.

Once you have saved them from the Geography Teaching Today website or other source. Follow the steps below to open and view these resources in Google Earth.

1. Go to the 'File' menu and click on 'Open'. This will open a dialogue box where you can browse for the file saved on your computer.
2. The file will appear in the 'Temporary Places' area at the bottom of the places panel. You may need to click on the '+' symbol by the folder to see all the content.
3. Make sure that the check box is marked with a ✓✓ to view the placemarks on the map
4. To see the content written about one of the placemarks click on the [blue writing](#)
5. Or click on the icon on the map
6. To zoom in on the placemark, double click on the icon in the places panel
7. Or double click on the icon on the map

Skills Sheet: 'Creating a placemark'

Creating a placemark

1. To create a new placemark, click on the drawing pin icon
2. A drawing pin with a yellow flashing box around it will appear on the map. You can drag this to your exact location using the cursor and mouse. (note: zoom in for greater accuracy)
3. A dialogue box will also appear. Type a name for your placemark
4. You can write a description in this area, which will be displayed when you click on the icon
5. Once you have chosen the location, name and description, click 'OK'

Editing a placemark

Once you have created your placemark it will appear in the 'Temporary Places' area in the places panel. You can edit the placemark, including changing its position:

6. Right click on the placemark name in the places panel
7. Select 'Properties' at the bottom of the pop-up menu

Skills Sheet: 'Organising, saving & touring placemarks'

Organising Placemarks

1. To organise your placemarks create folders, by going to the 'Add' menu and selecting 'Folder' or press CTRL + SHIFT + N
2. Give your folder a new name
3. You can add a description if you wish
4. Click 'OK' when you have finished. The folder will appear in the Places panel
5. To add placemarks to folders you can click on a placemark and drag it into the folder or use the cut and paste commands (highlight a placemark and by clicking on it and press CTRL + X to cut and then highlight the folder and press CTRL + V to paste)

Saving Placemarks

You can save a placemark like any other file on your computer.

6. Right click on the placemark or folder you wish to save
7. Select 'Save Place As'

This will open a dialogue box similar to other programmes. Select the File name you would like to use. You will also see that there are two choices for 'Save as type' - Kml (*.kml) and Kmz (*.kmz). Choose 'Kmz' only if you have inserted pictures from your computer or a shared drive into the placemarks. Otherwise choose 'Kml'.

Playing a tour

Once you have put all your placemarks in a folder you can tour them. Simply highlight the folder you wish to tour and press the 'play' button indicated.

Hint: to show the information popping up during your tour you will need to go to the 'Tools' menu and select 'Options'. The middle tab shows you options for touring. Make sure that the box 'Show Balloon when tour is paused' is checked. You can also alter the speed and pause time of the tour.

Skills Sheet: 'Creating a path'

Creating a path

1. To create a new path, click on the path icon
2. A cross-hairs will appear on your screen. Click on the next part of your path and another point will appear. (note: use the mouse or keyboard to zoom or pan while you are drawing the path)
3. You can also draw a continuous line. Simply hold down the left mouse button and the cross-hairs will change to an arrow, allowing you to draw a freehand path
4. If you make a mistake you can right click and the most recent point will be deleted, or you can left click on a point (it will turn green) and you can alter its position by dragging the point
5. A dialogue box will also appear. Type a name for your path
6. You can write a description in the this area, which will be displayed when you click on name of the path
7. You can change the colour and thickness of the path using the options under the 'Style, Color' tab
8. Once you have drawn the path and chosen the colour, thickness, name and description, click 'OK'

Editing a placemark

Once you have created your path it will appear in the 'Temporary Places' area in the places panel. You can edit the path, including changing its position:

7. Right click on the path name in the places panel
8. Select 'Properties' at the bottom of the pop-up menu

Skills Sheet: 'Measuring distance'

Measuring distance

1. Use the ruler tool to measure distance
2. You can measure a straight line distance by clicking on your start point and then your end point
3. You can also measure a path, by drawing a path (series of points)
4. The distance will be displayed in the dialogue box
5. You can change the unit of measurement from a selection in the drop-down menu

Skills Sheet: 'Advanced placemarks'

Advanced placemarks

You can format text and add images, video and web links to placemarks.

- 1.Format text as a title – add <h1> to the start and </h1> to the end of the text you want to change
- 2.Add a web link – simply type in the full web address and it will automatically appear as an [active link](#)
- 3.Add an image – type The green text is the file path and name of your image (find this by right clicking on an image in your computer folders and select 'Open with' and then 'Internet Explorer'). Then copy and paste the information from the address bar. The purple text is the width you want the picture in pixels.
- 4.Add a video – upload your video to a site such as youtube.com or schooltube.com. Then go to your video's page, copy and paste the embed code (see above for example)
- 5.Hint: create line breaks between content by typing

Skills Sheet: 'Creating a polygon'

Creating a polygon

- 1.To create a new polygon, click on the polygon icon

A cross-hairs will appear on your screen. Draw the outline of your polygon by clicking around the outside of the area. (note: use the mouse or keyboard to zoom or pan while you are drawing the polygon)

You can also draw a continuous line. Simply hold down the left mouse button and the cross-hairs will change to an arrow, allowing you to draw a freehand polygon

- 2.If you make a mistake you can right click and the most recent point will be deleted, or you can left click on a point (it will turn green) and you can alter its position by dragging the point
- 3.A dialogue box will also appear. Type a name for your polygon
- 4.You can write a description in the this area, which will be displayed when you click on name of the polygon
- 5.You can change the fill and line colour as well as the opacity of the polygon using the options under the 'Style, Color' tab
- 6.You can choose to make the polygon 3D by changing its altitude and extending the sides to the ground (note: think about using different altitudes to represent different values (see options under the 'Altitude' tab
- 7.Once you have drawn the path and chosen the colour, thickness, name and description, click 'OK'

Editing a polygon

Once you have created your polygon it will appear in the 'Temporary Places' area in the places panel. You can edit the path, including changing its position:

- 8.Right click on the path name in the places panel
- 9.Select 'Properties' at the bottom of the pop-up menu