

Mapping Your Census Route with Google Maps Engine

This portion of your monitoring duties is only done once. This is very important and please do not hesitate to contact us with any questions.

We ask that you map your census route online using the **Google Maps Engine**. Google Maps Engine is a tool found within the Maps Application of Google. We have outlined the procedure below. In order to create a Google Map with the Engine tool, you will have to create a Google email account if you do not already have one. Having a Google email account will give you access to several other applications as well. Once you have mapped your census route, a link to the Google Map should be sent to the **MiBN Coordinator at butterflynetwork@naturecenter.org**.

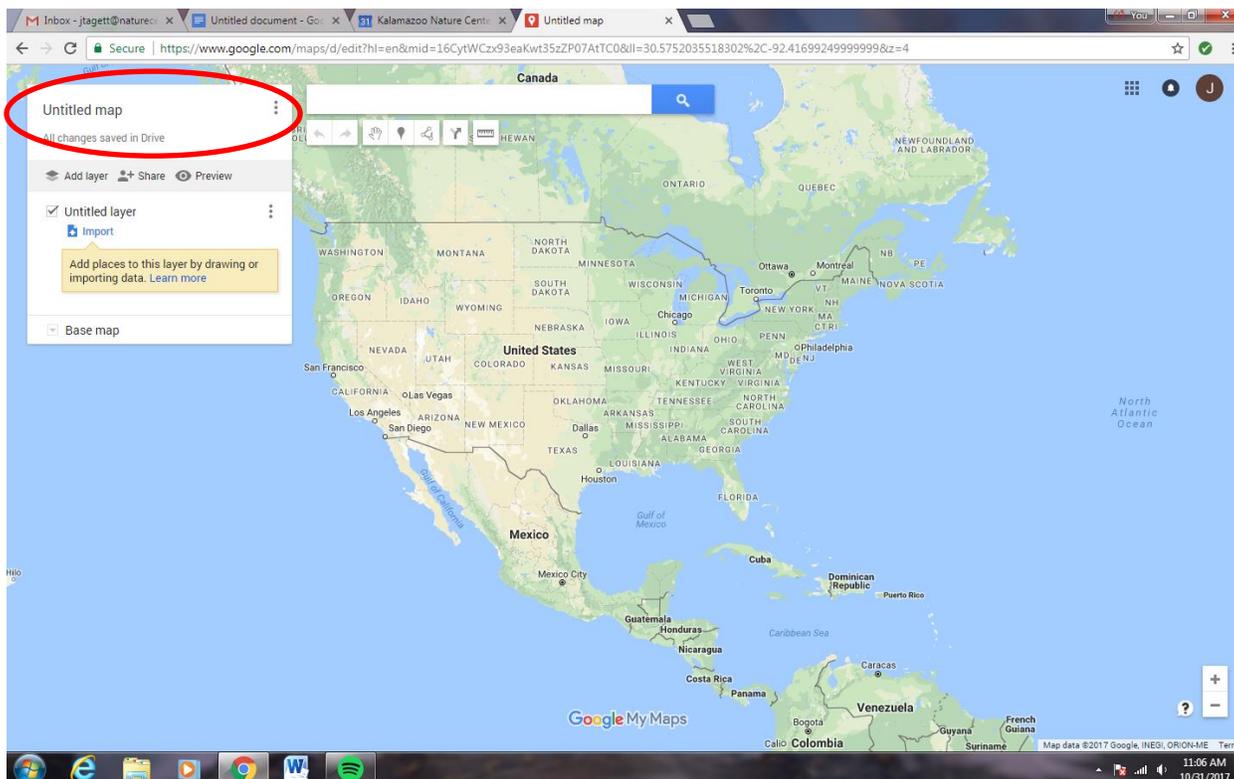
Google Map Instructions: if you **do not have a Google account please create an account by using the following steps:**

- 1 Navigate to www.google.com
- 2 Create a Google account by clicking on 'Sign In' in top right corner and then clicking on 'Create an Account'
- 3 Remember to record your username and password somewhere safe!
- 4 Now follow the Google Map Instructions detailed below.

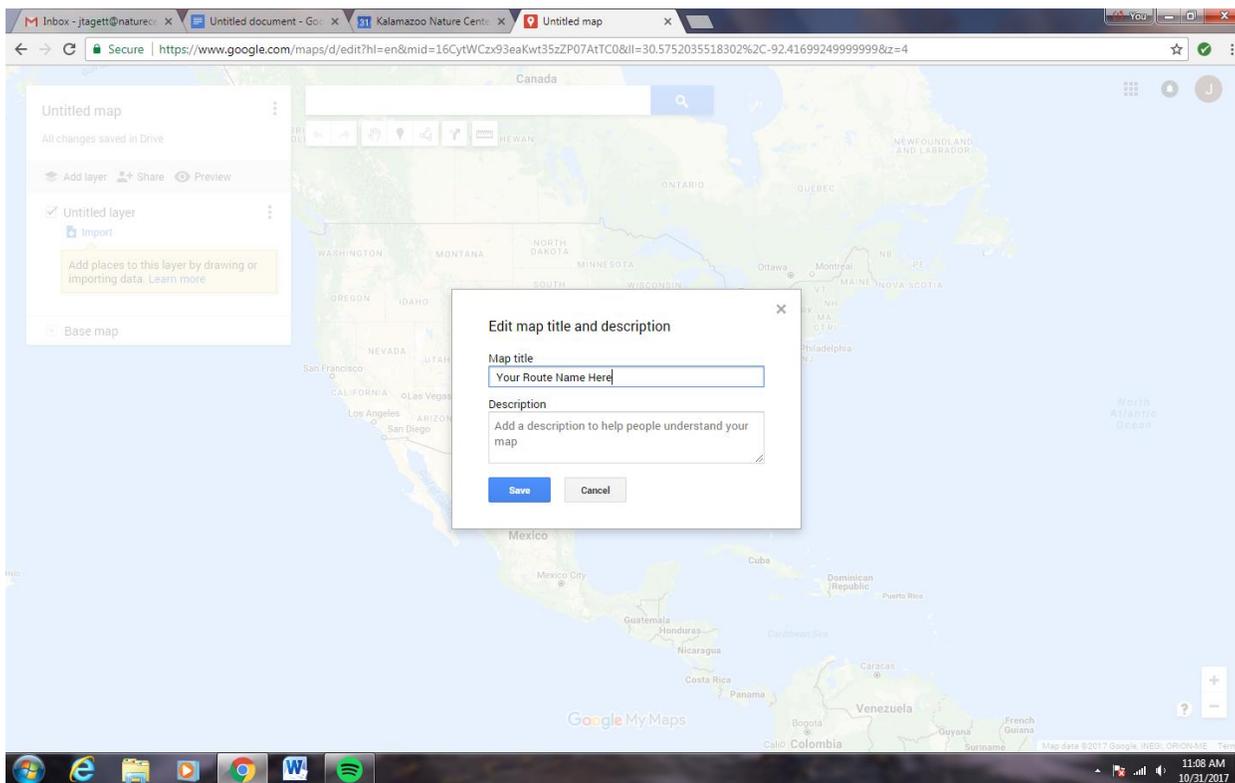
Google Map Instructions if you **already have a Google account:**

-Go to <https://www.google.com/maps/d/?hl=en>. The site will then ask you to sign into your Google account. Sign in.

-Click the red button labeled “+CREATE A NEW MAP” in the upper left corner of your screen



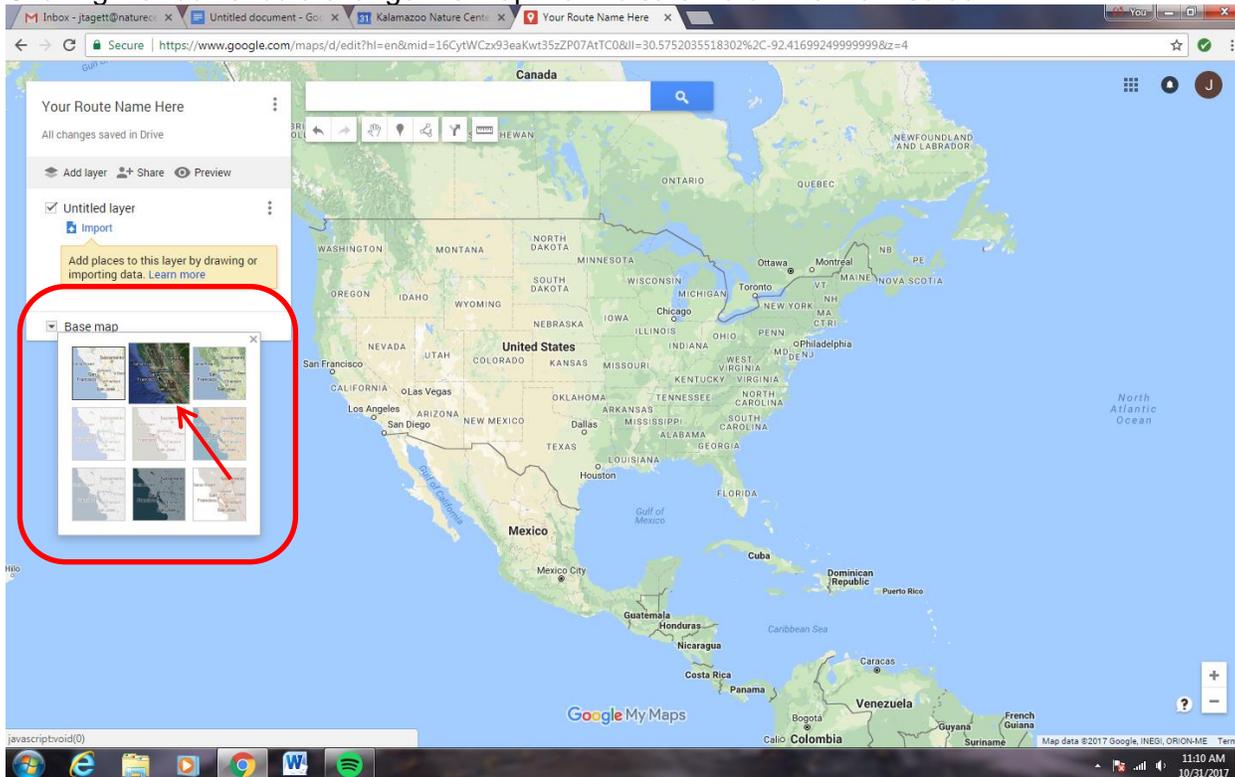
-Once the new screen has opened, click on “Untitled Map” in the upper left corner of your screen; a new window will pop up

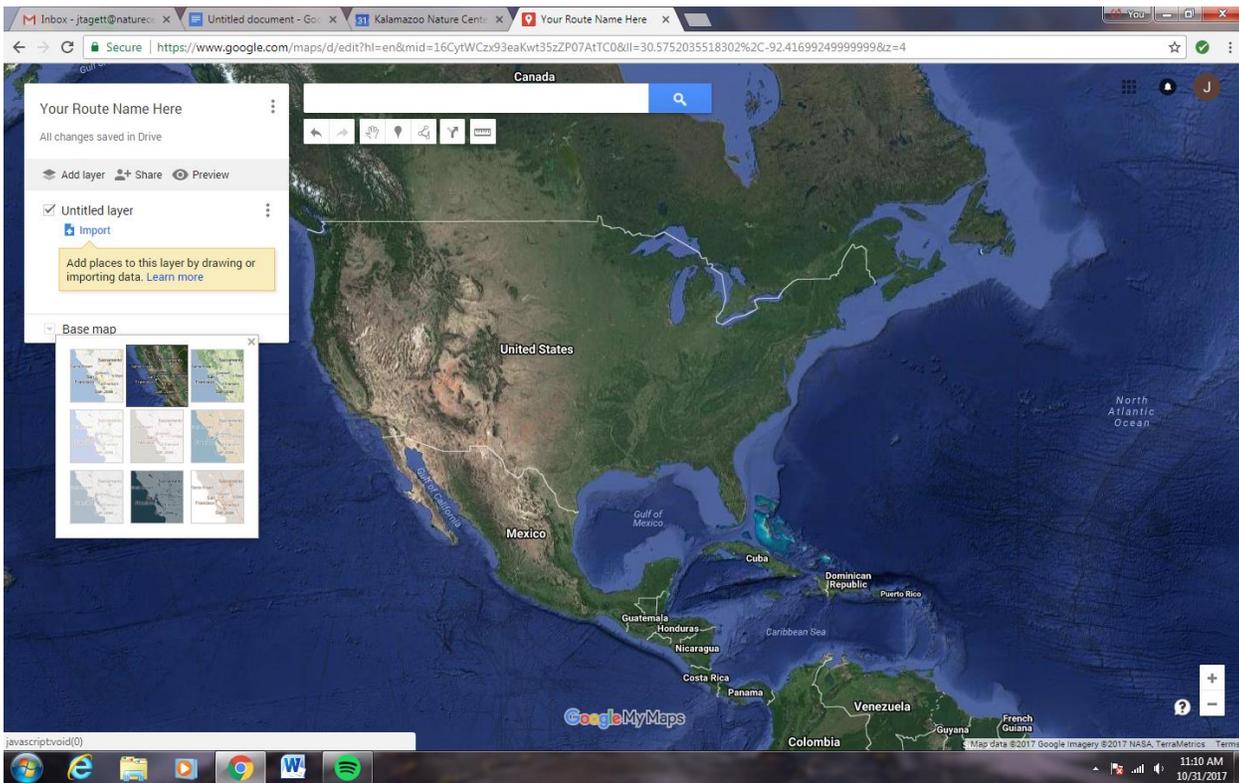


-Rename your map under the Map Title section (i.e. Bishop's Bog Route 1, Wolf Lake Fish Hatchery Butterfly Route, etc). Click Save.

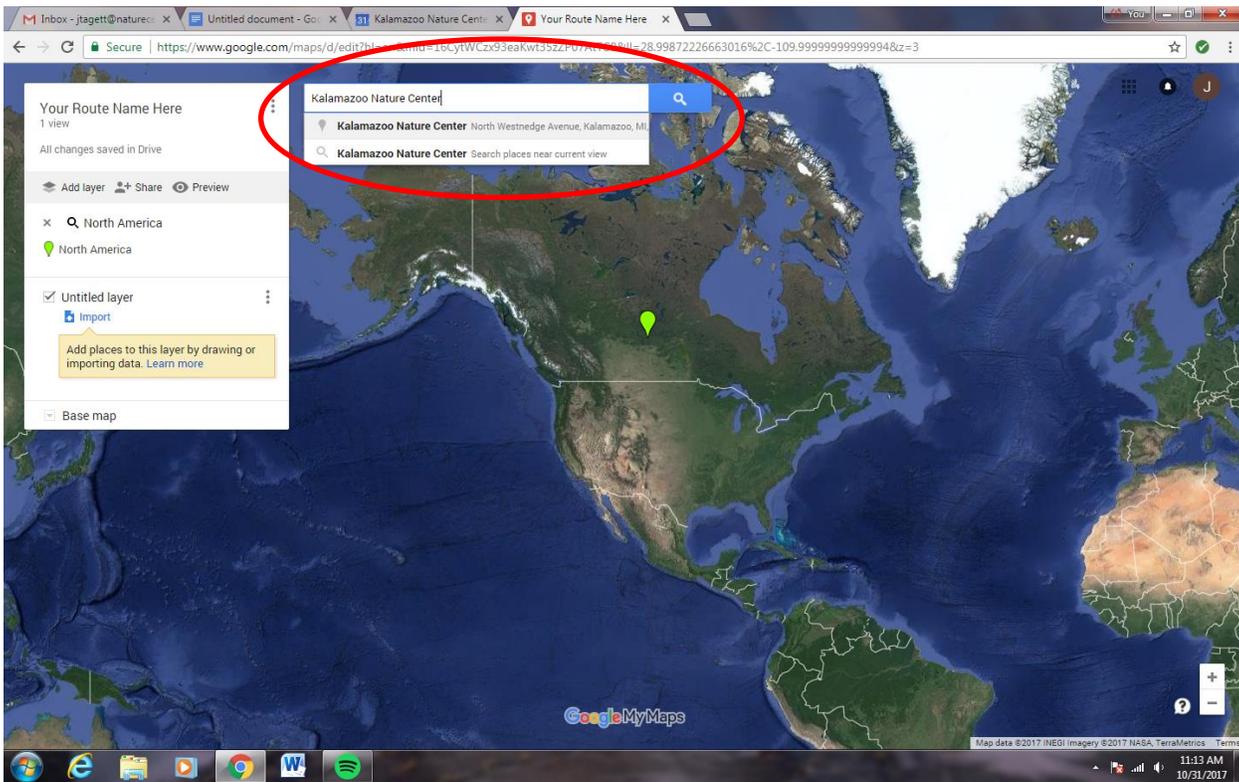
-Click on the down arrow next to the words Base Map located at the bottom of the white box in the upper left corner of your screen

-A small screen will pop up. Click on the second box to the left that will say "Satellite" as you scroll over it. Clicking that box should change the map view to satellite on the main screen.

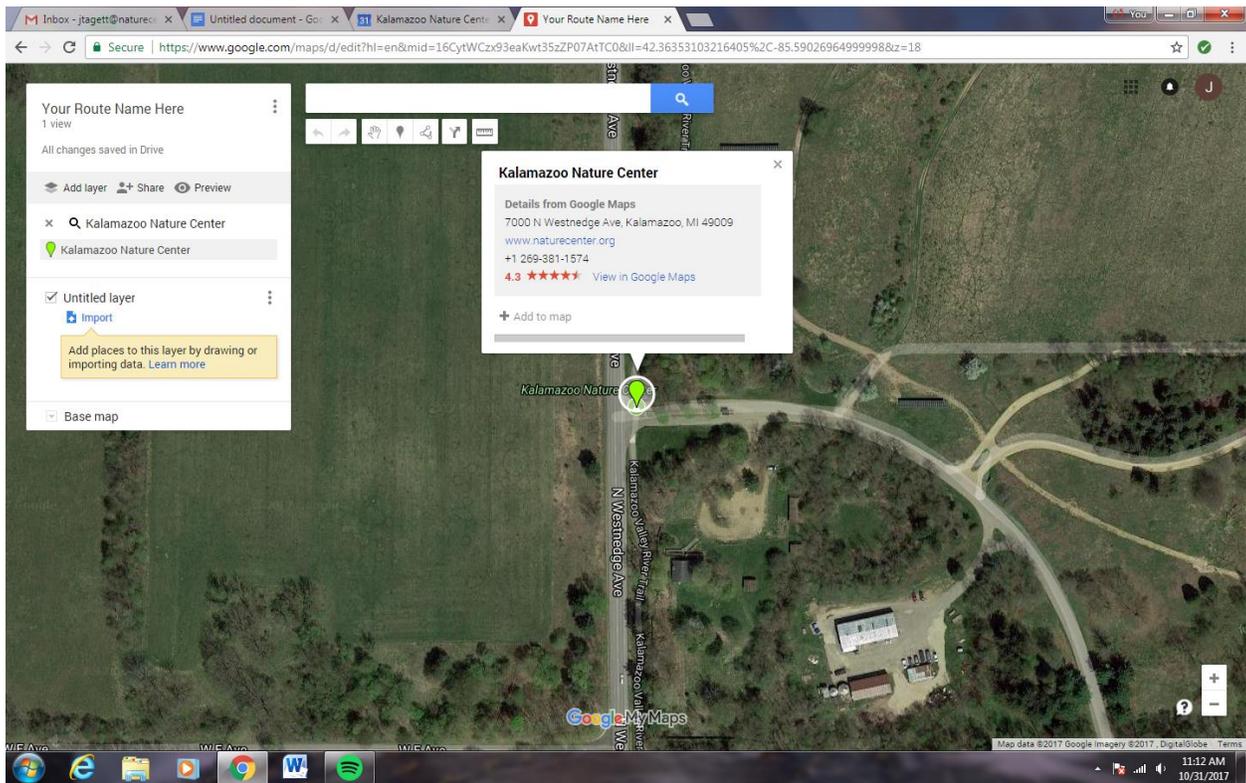




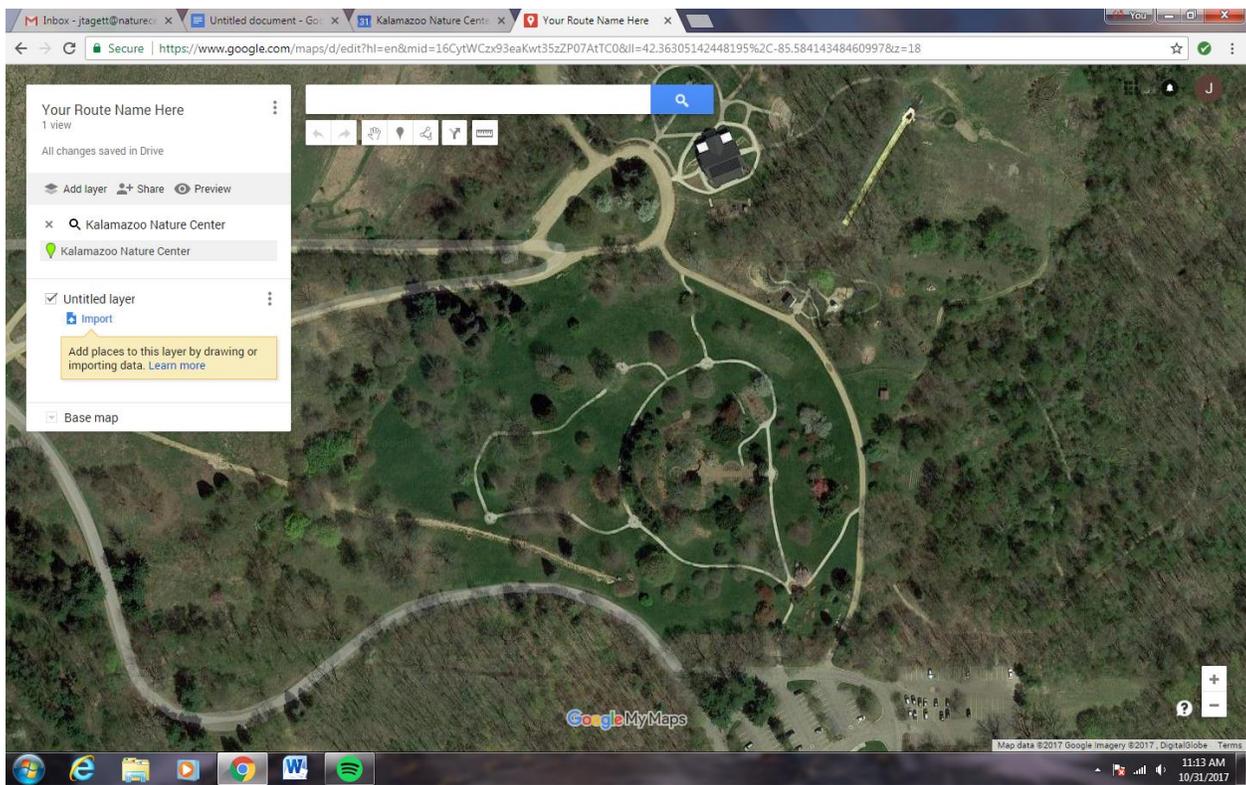
-Go to the search bar at the top middle of your screen and type in the area of your proposed route or the address of your proposed route (i.e. Kalamazoo Nature Center or 7000 N. Westndege Ave Kalamazoo, MI). Click the blue search button or click Enter.



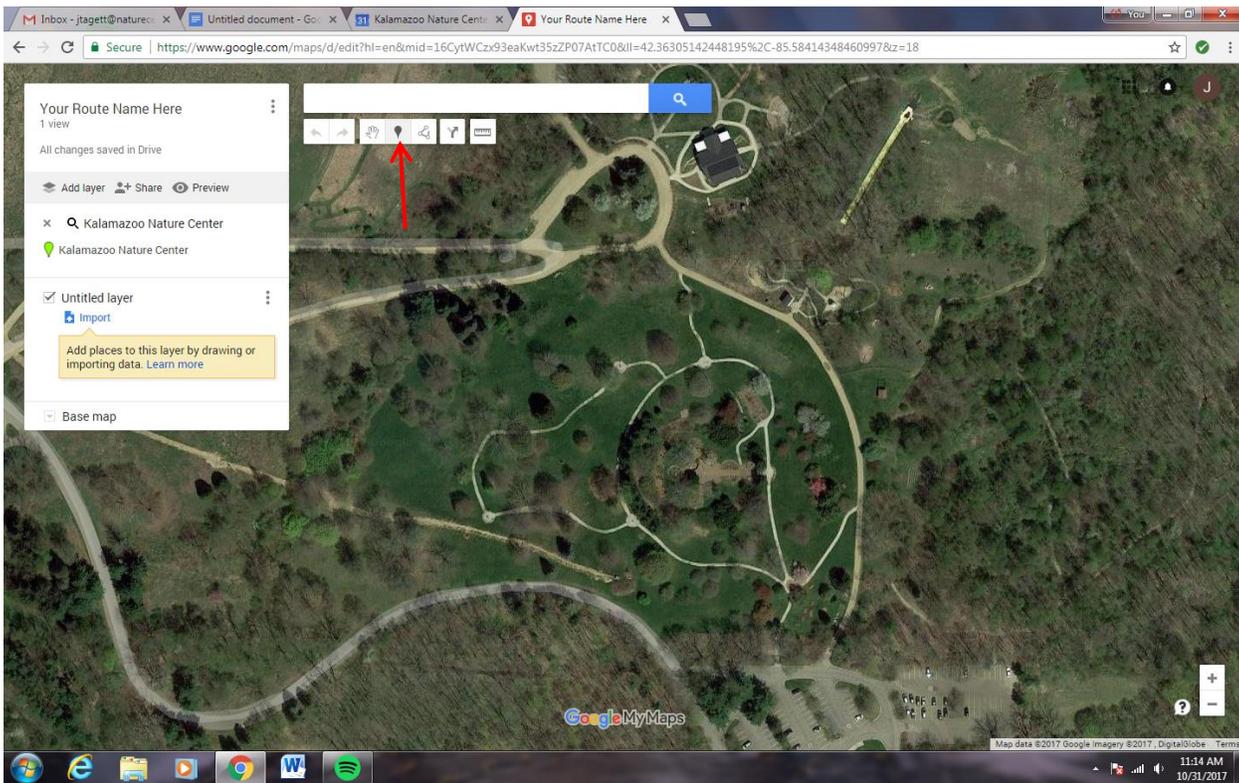
-Your screen should move you to the location you have searched on the satellite map.



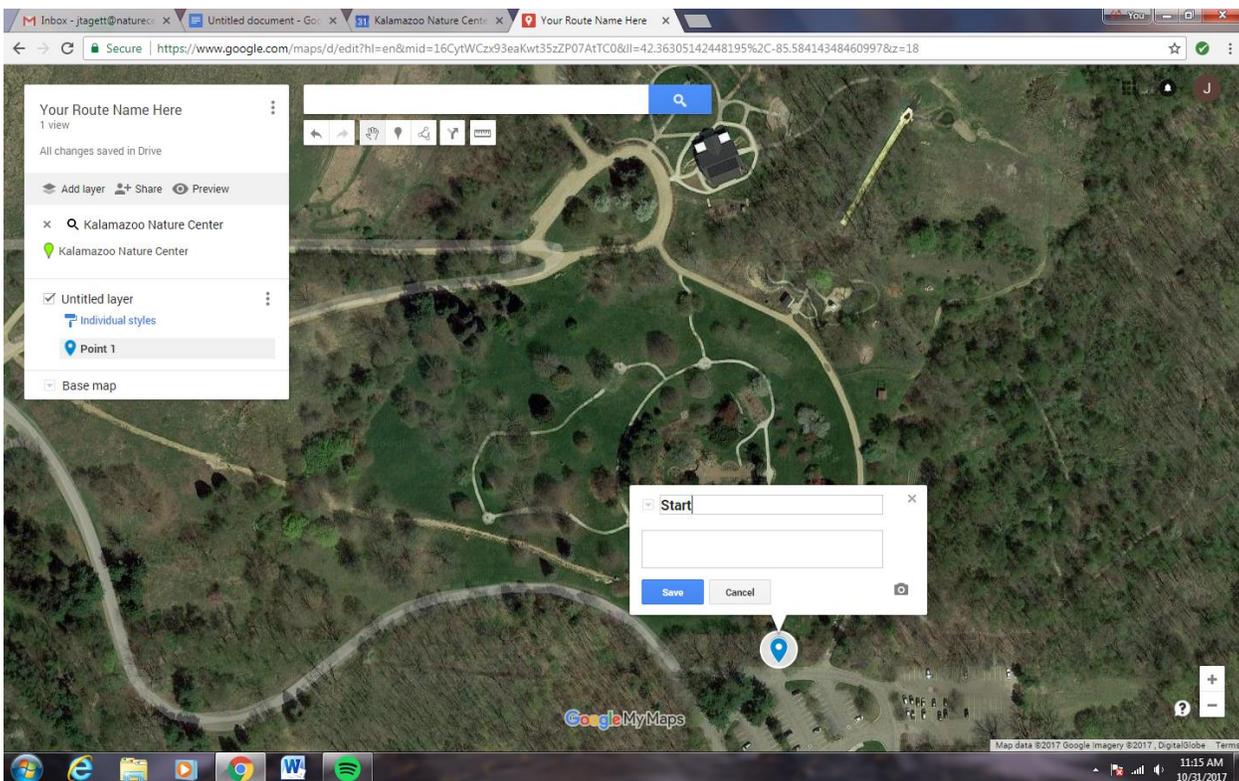
-Click and drag the cursor in order to move the screen closer to the area of your proposed route.



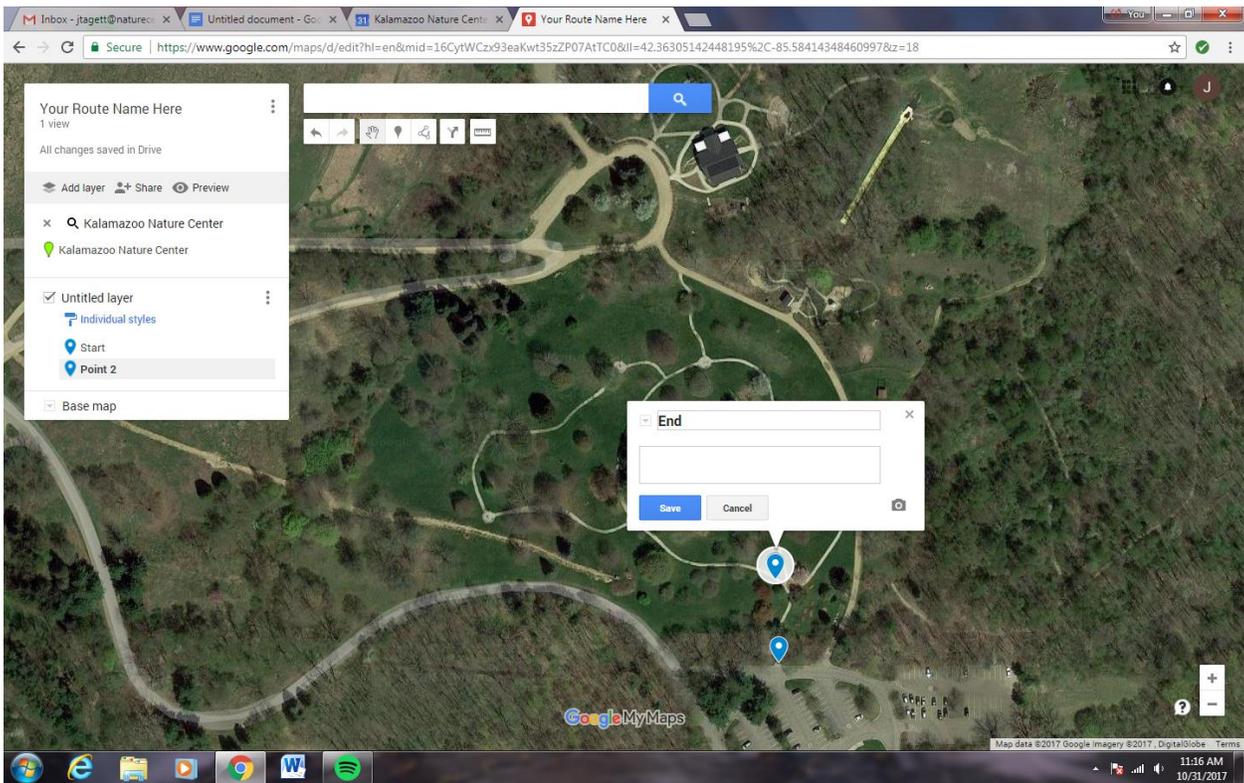
-Once you have found the area for your route on the screen, beneath the search bar at the top middle of the screen you will see several tabs. Click on the 4th tab from the left that says "Add Marker" when you scroll over it. This first point will designate that starting point of your route. Click on the map where you would like to have the starting point for your route.



-A new window will pop up. Label this point "Start". Click Save.

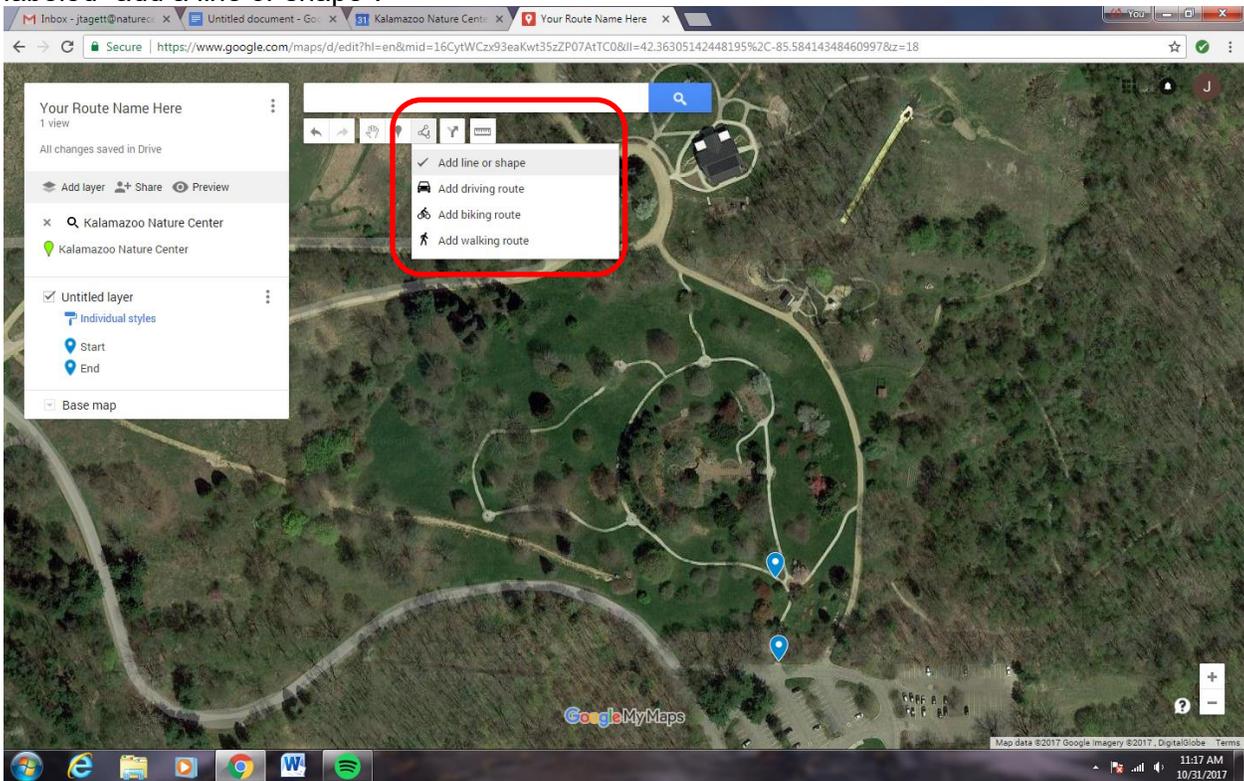


-Repeat to create a marker for your "End" point.



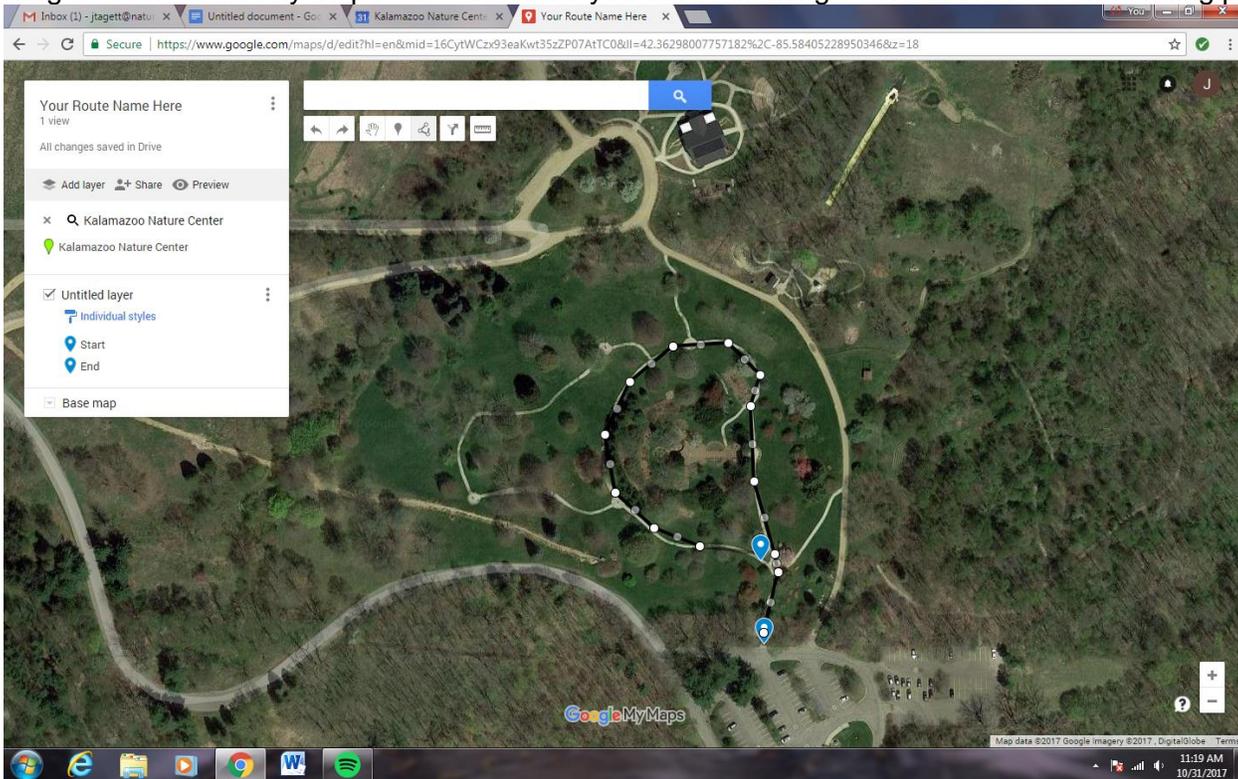
-Once you have created your start and end point we will draw a line to connect them.

-Beneath the search bar at the top middle of your screen you will see several tabs, click on the third tab from the right that says “draw a line” when you scroll over it. A small window will pop up. Click on the first tab labeled “add a line or shape”.

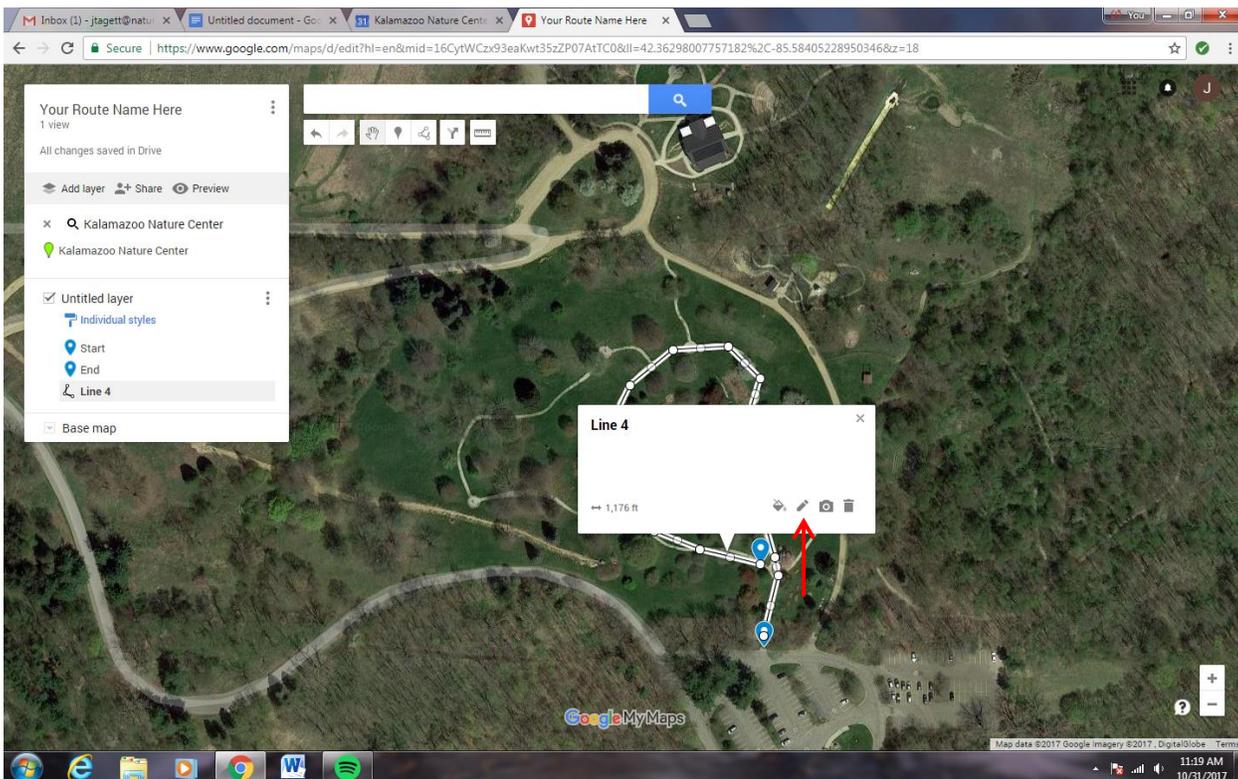


For Routes with only one habitat type:

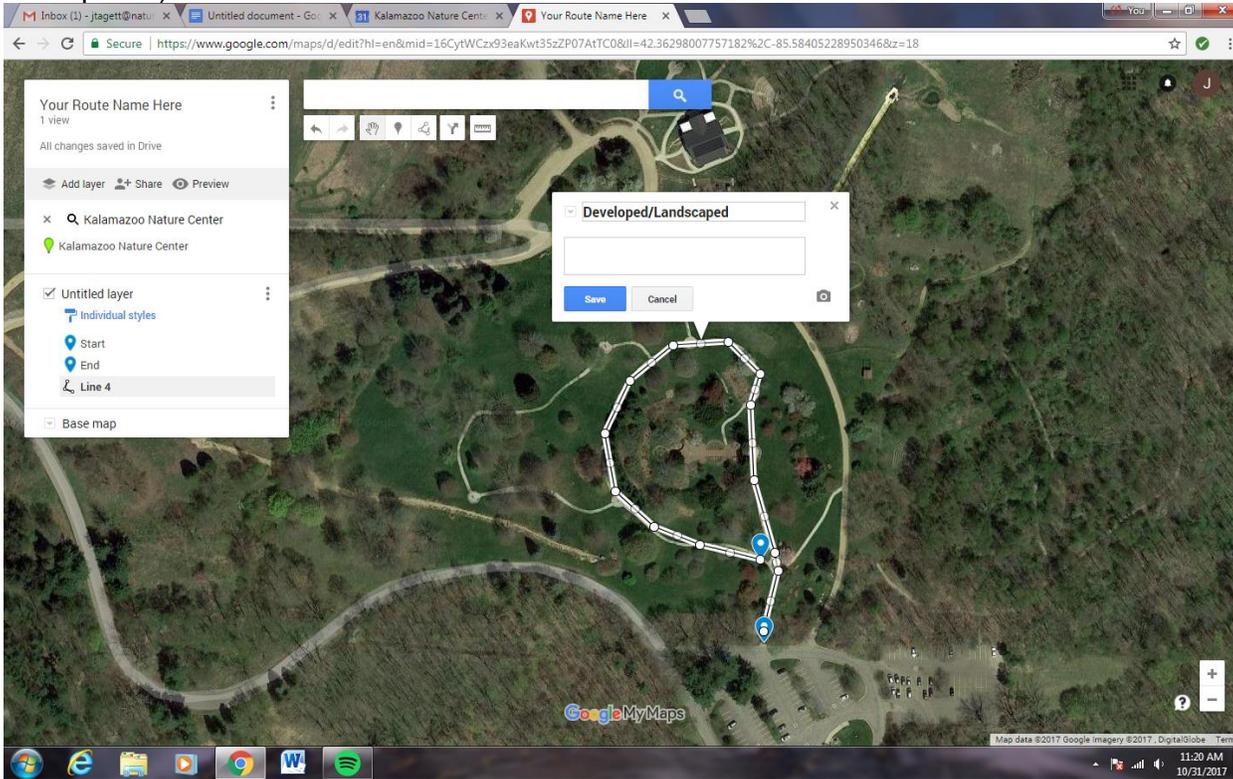
-Now you can go to your starting point and click on the marker and your line has begun. Continue to click and drag to trace as closely as possible the route you will be walking between the start and ending points.



-When your line reaches your end marker, double click to release the line drawing tool. The line should become highlighted and a new window has popped up.

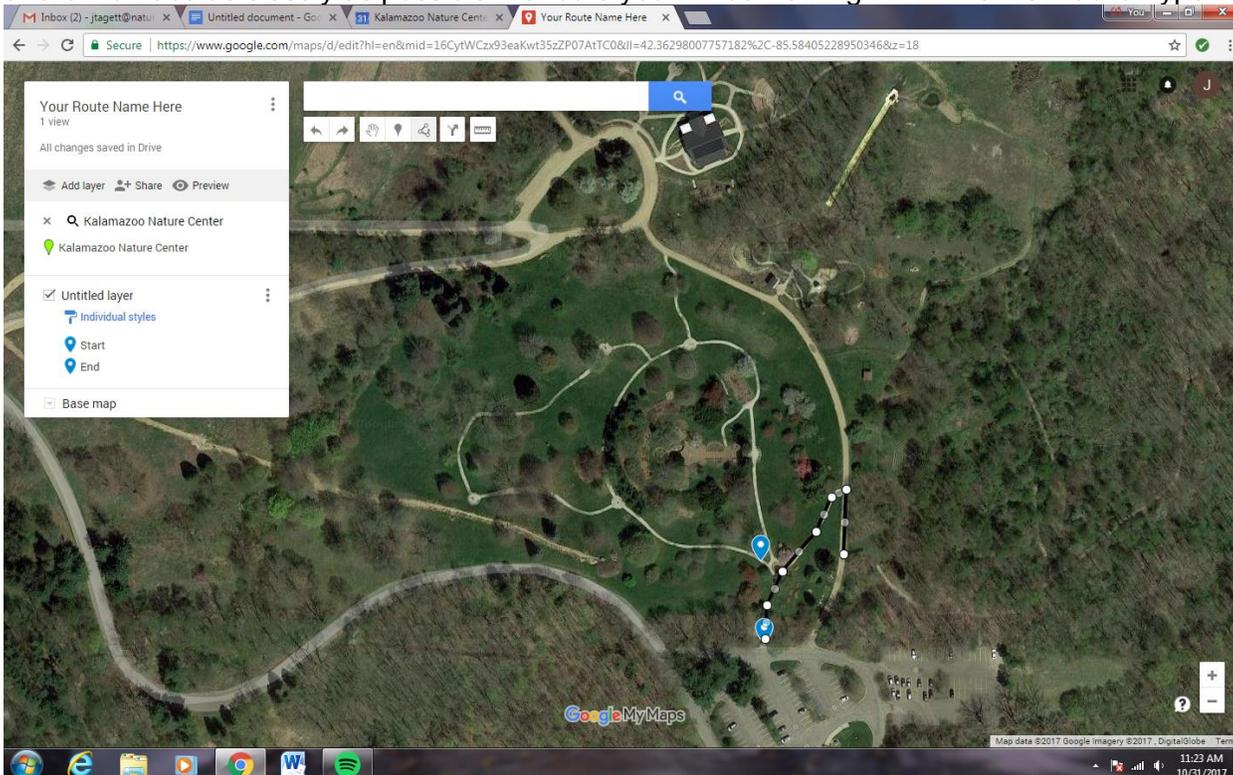


-Rename the line as the type of habitat your route has moved through click save. Click the edit tab (second tab from the left that looks like a pencil) to rename your line. (See habitat designation sheet for habitat types/ descriptions)



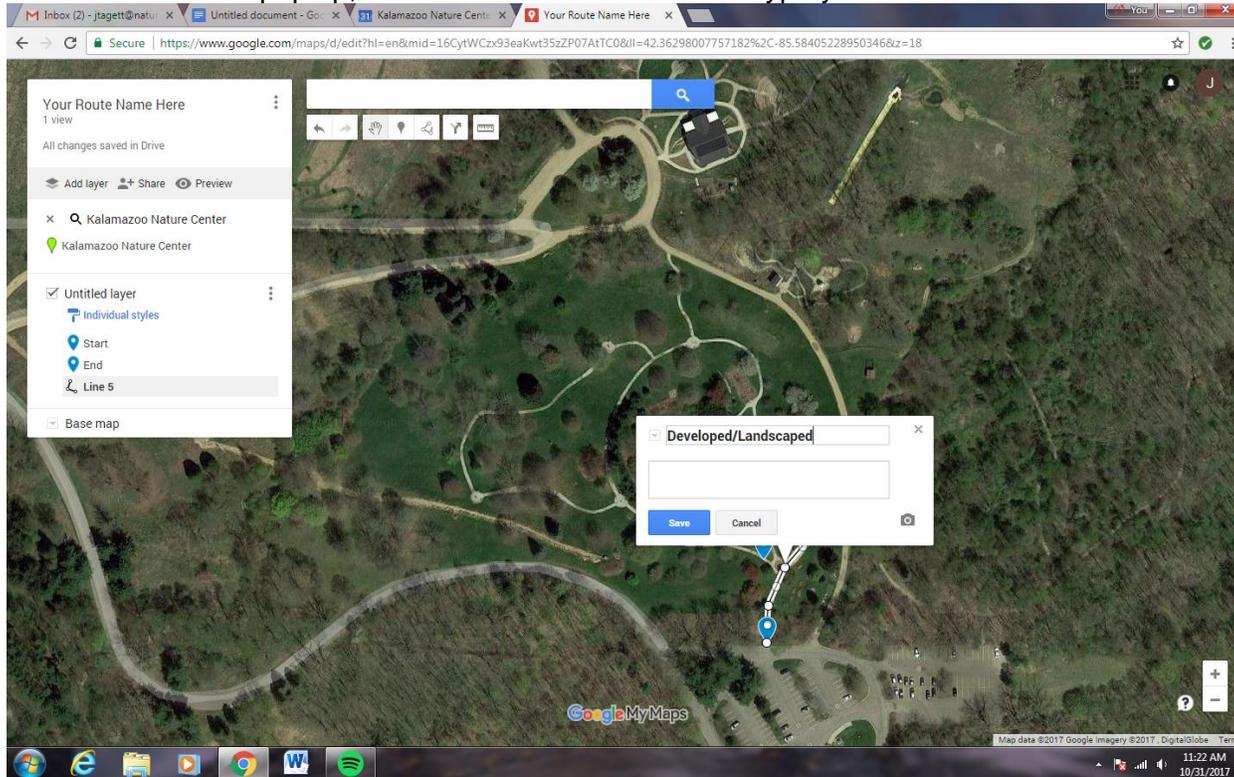
For Routes with multiple habitat types:

-Now you can go to your starting point and click on the marker and your line has begun. Continue to click and unclick to trace as closely as possible the route you will be walking within the first habitat type.



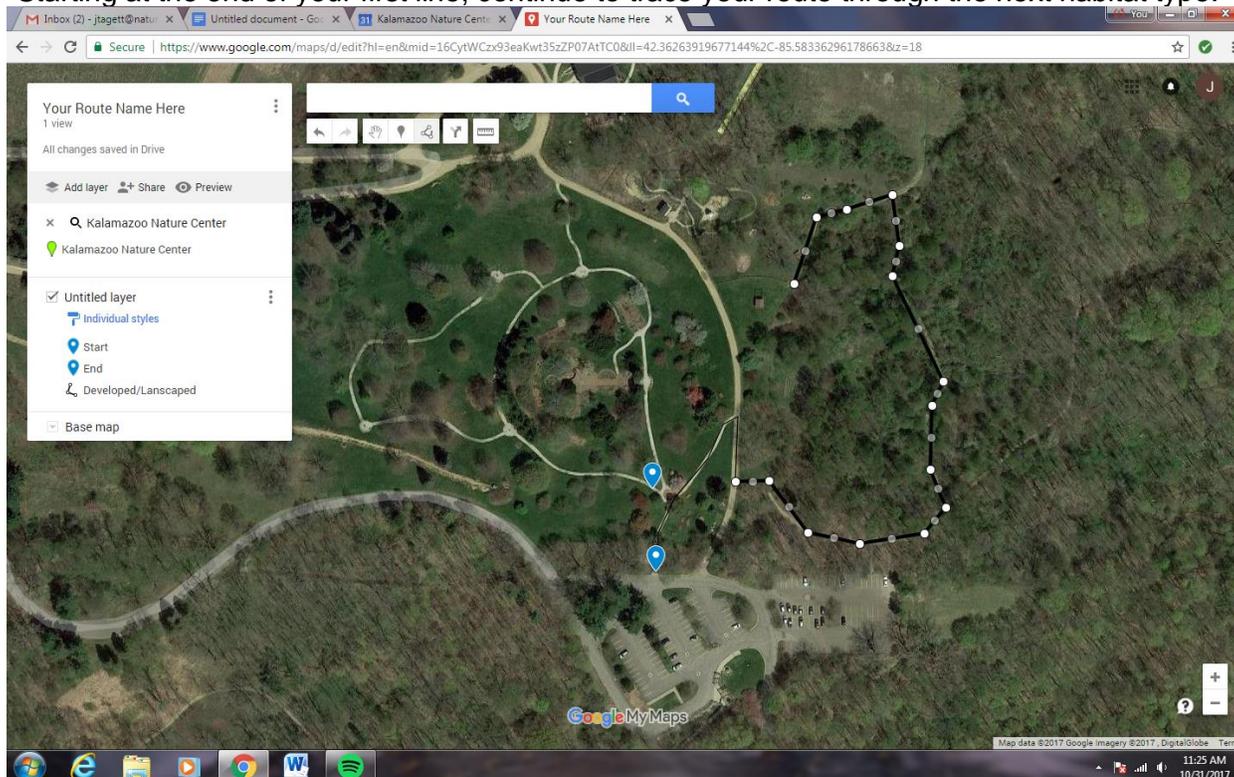
-Once you have reached the end of the first habitat type, double click.

-A new window will pop up; rename the line as the habitat type you are in. Click save.



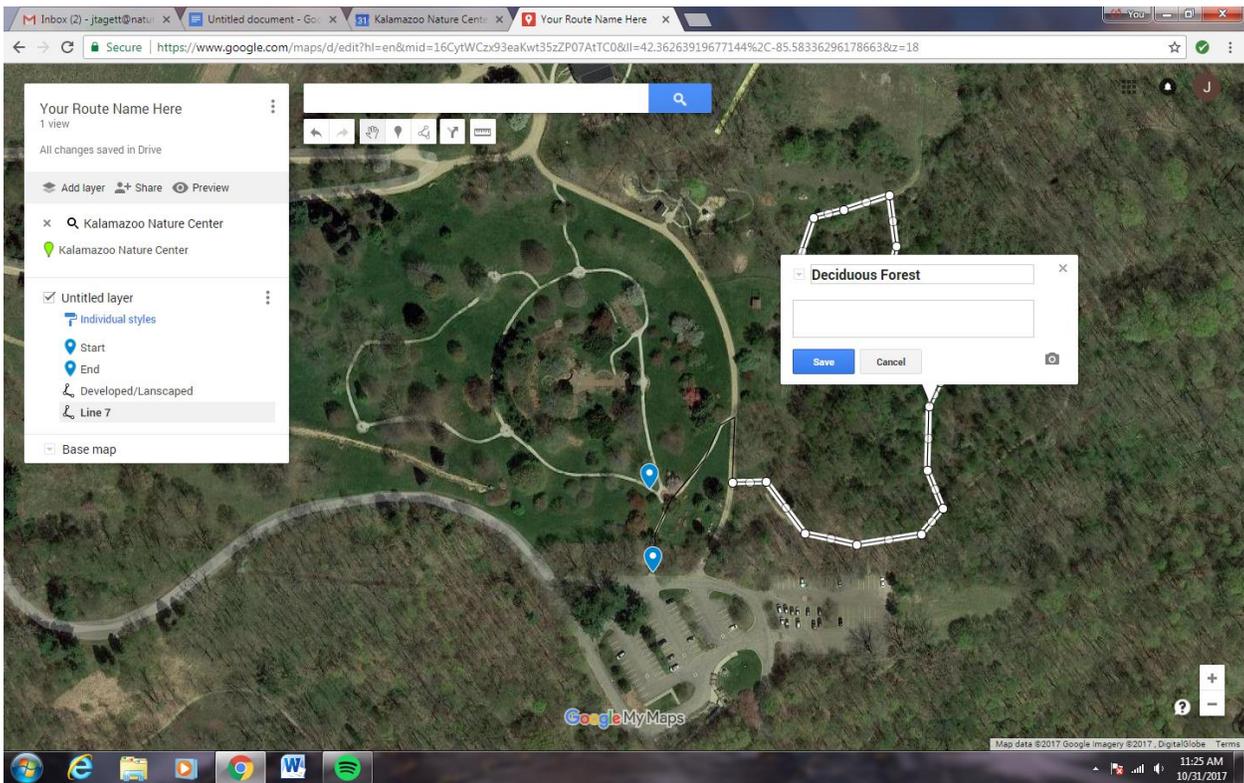
-Click the 'draw a line' tab below the search bar again, and click on "add a line or shape"

-Starting at the end of your first line, continue to trace your route through the next habitat type.

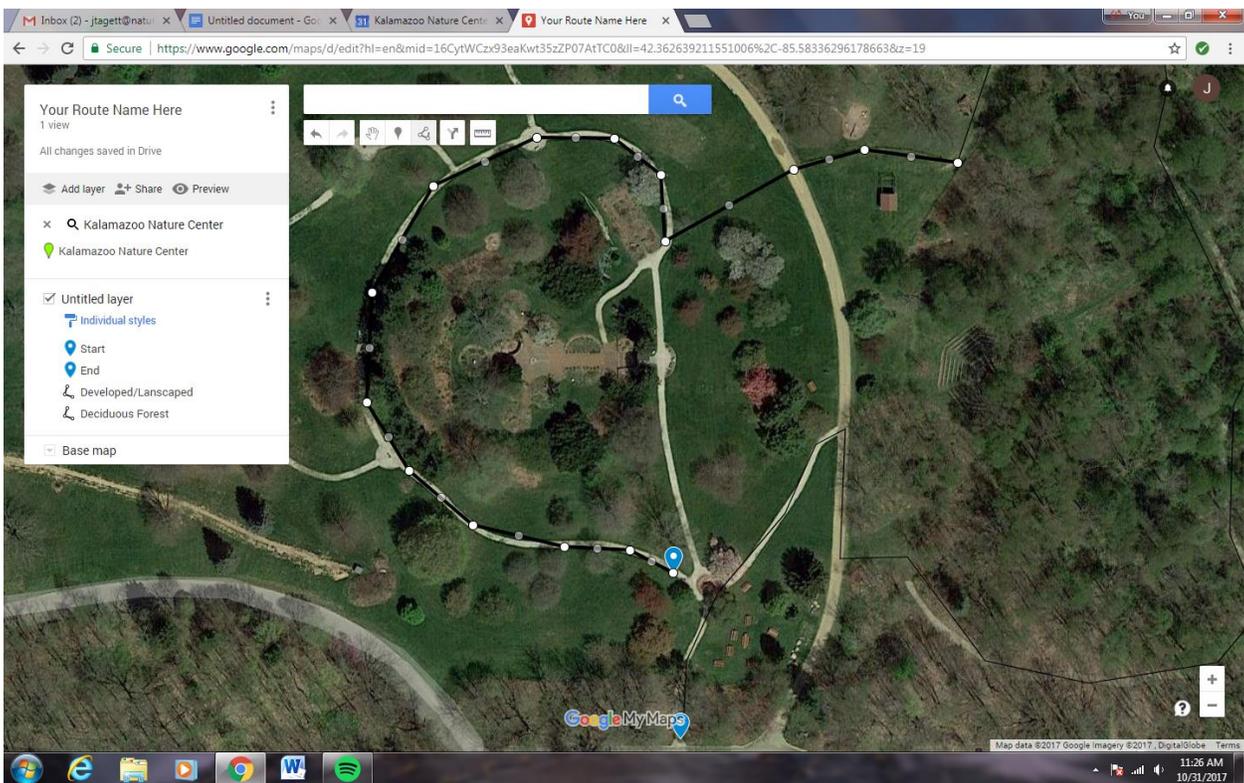


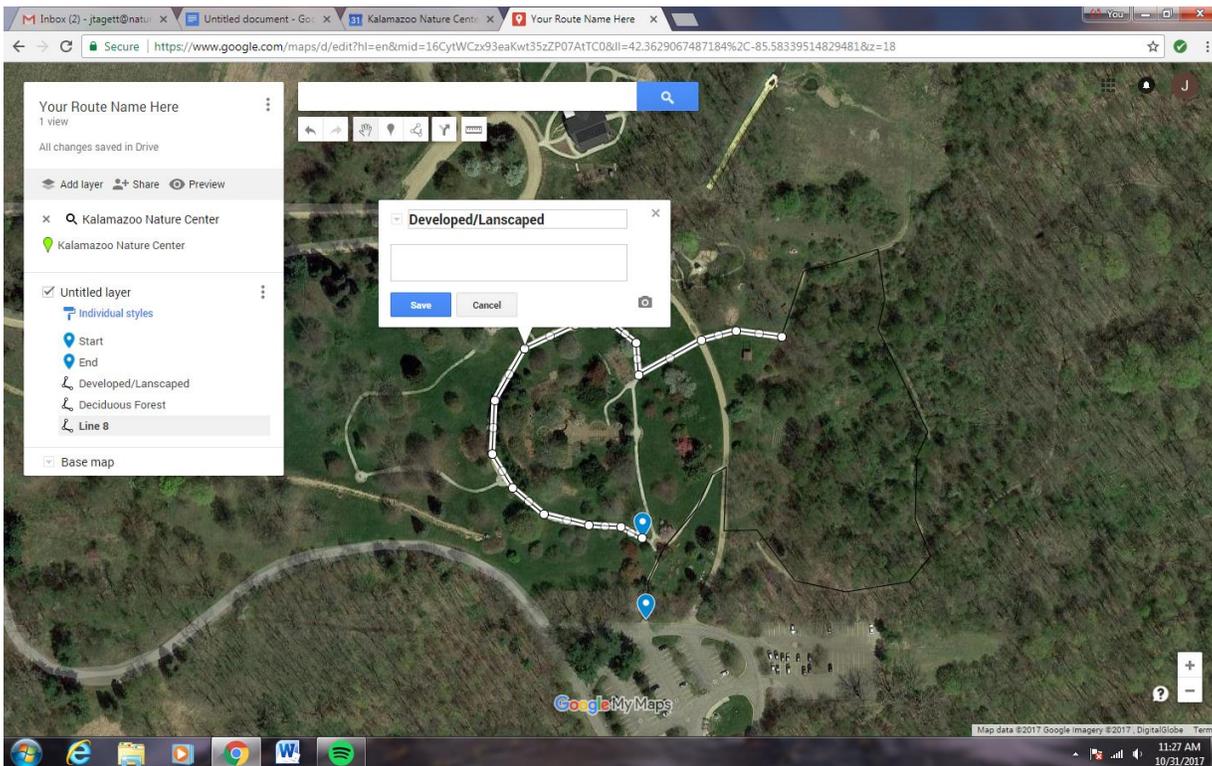
-Double click to release the line drawing tool when you are at the end of that habitat type.

-Rename that line with whichever habitat type you are in. (see habitat types sheet for help)



-Repeat those steps for additional habitat types.



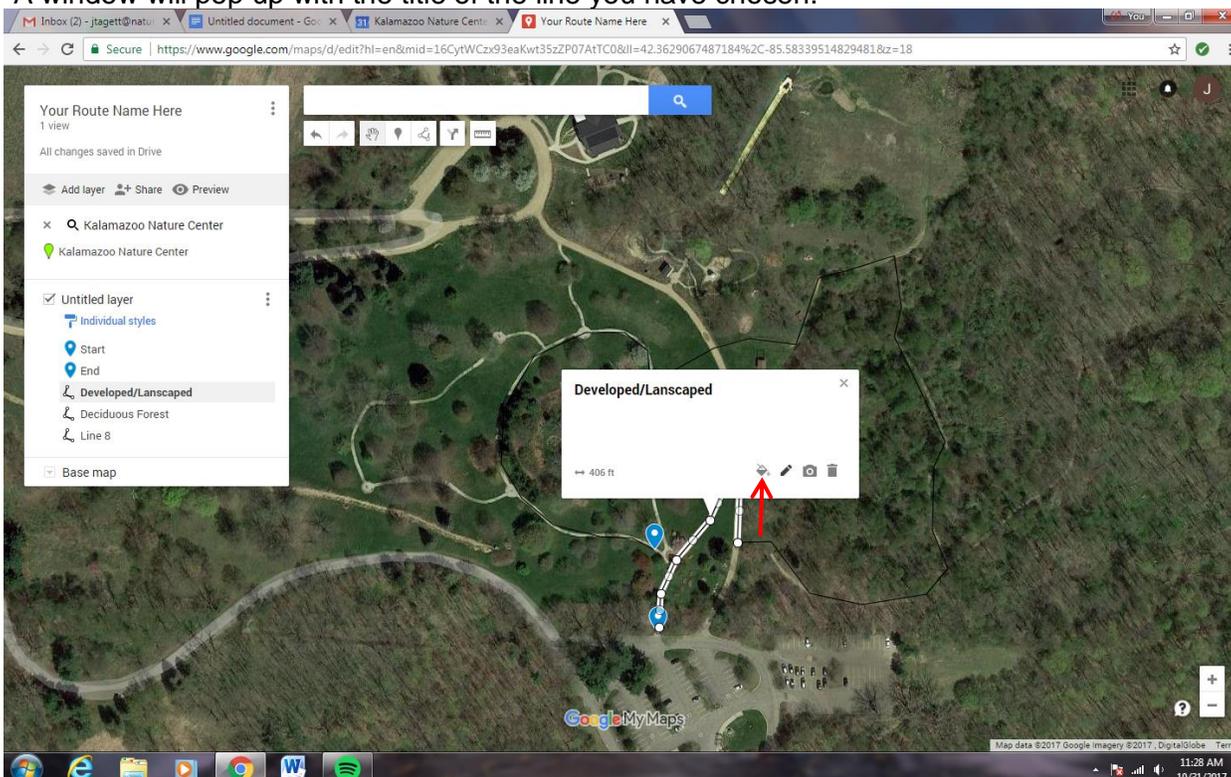


-Once you have reached your end marker, double click to release the drawing tool and rename the last segment of your route.

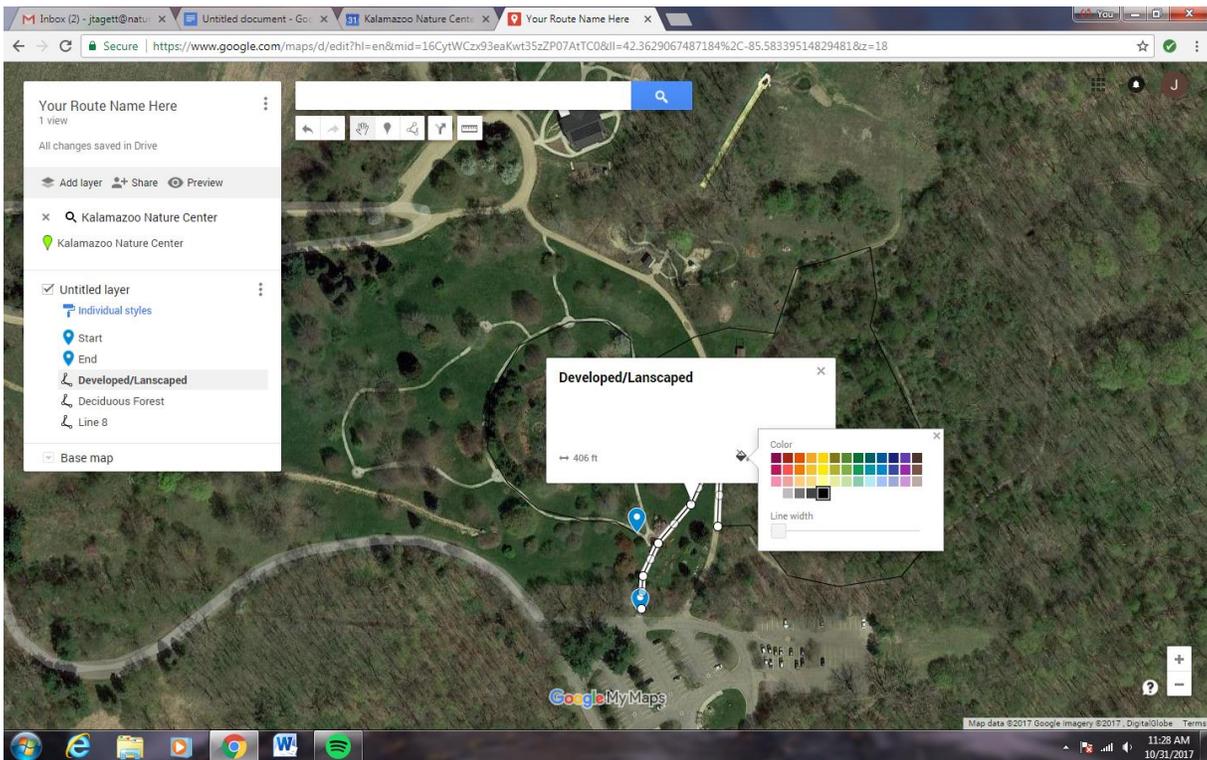
Editing your route line:

-If you wish to edit your route line, click on the line you wish to edit.

-A window will pop up with the title of the line you have chosen.

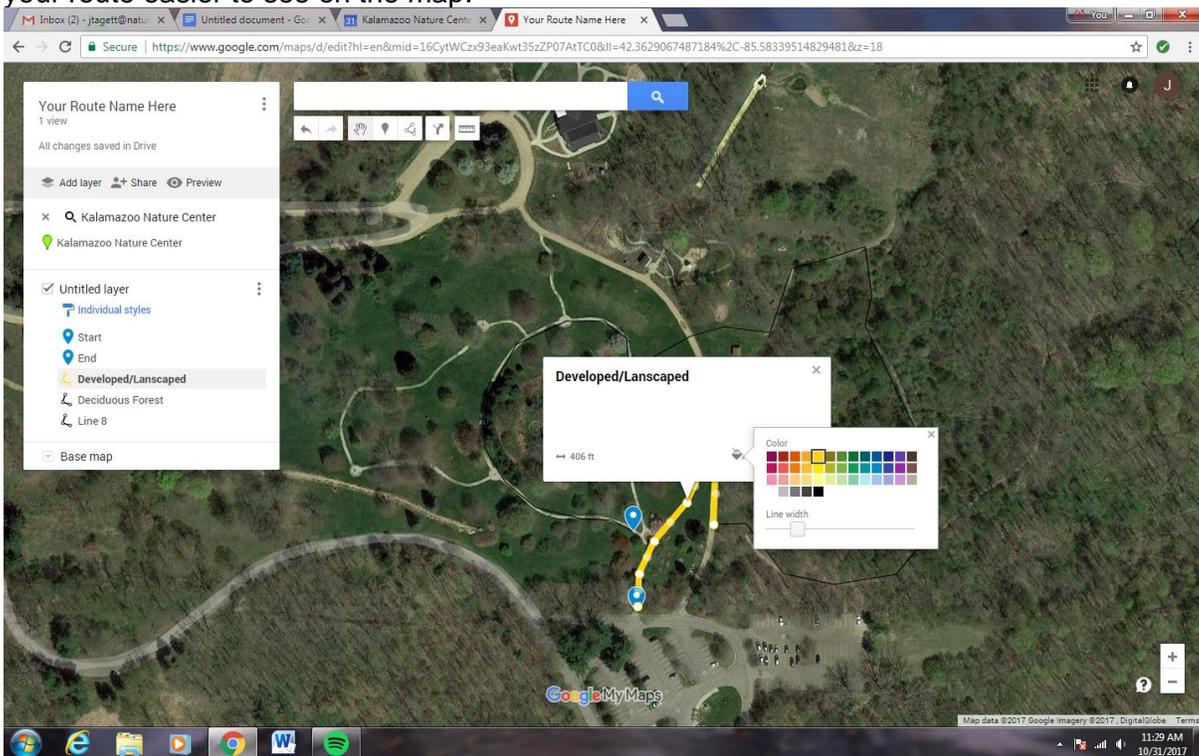


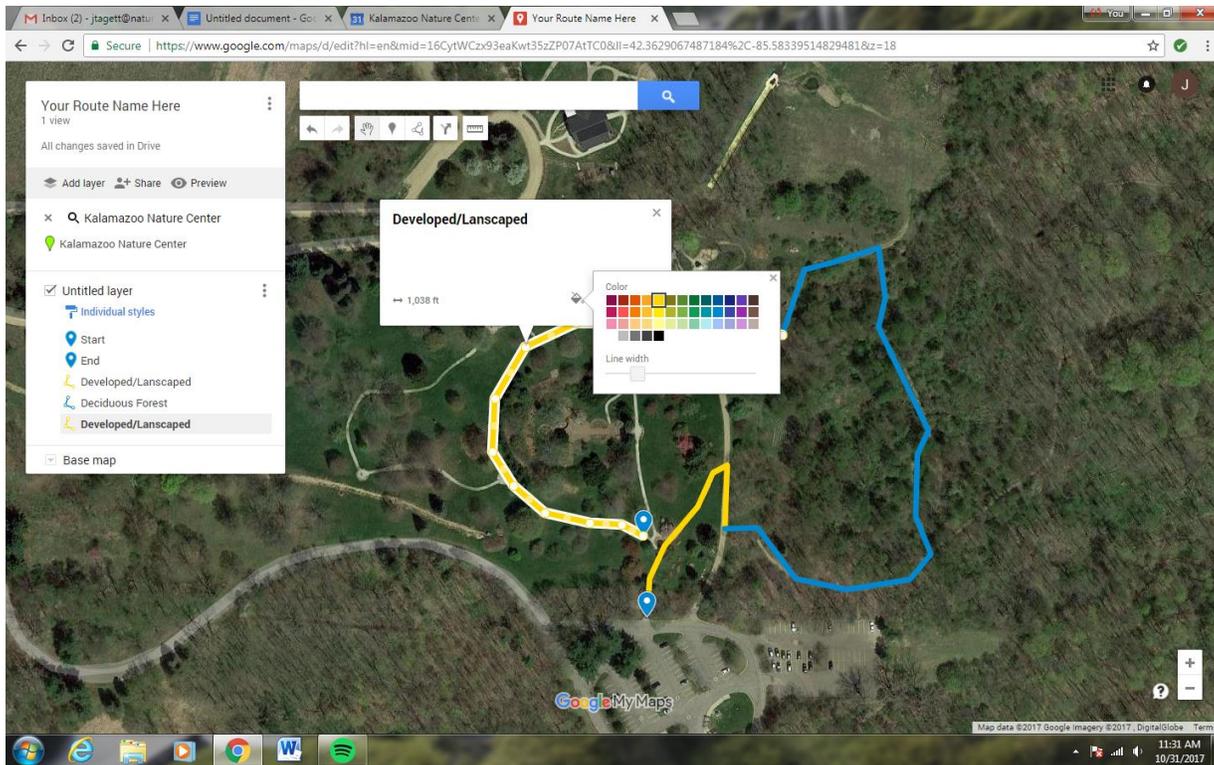
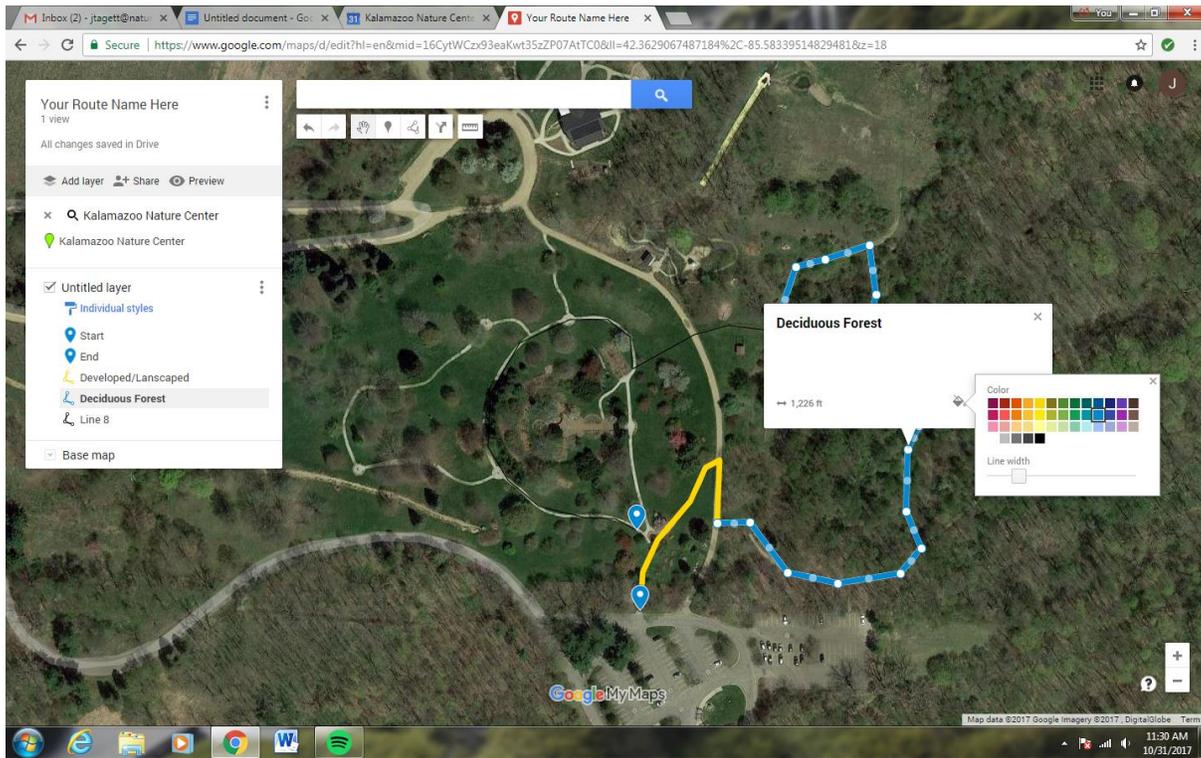
-In the bottom right of that new small window, there are tabs. Click on the first tab on the left that says "Style" when scrolled over.



-A window will pop up where you can change the color of your line and the thickness of your line.

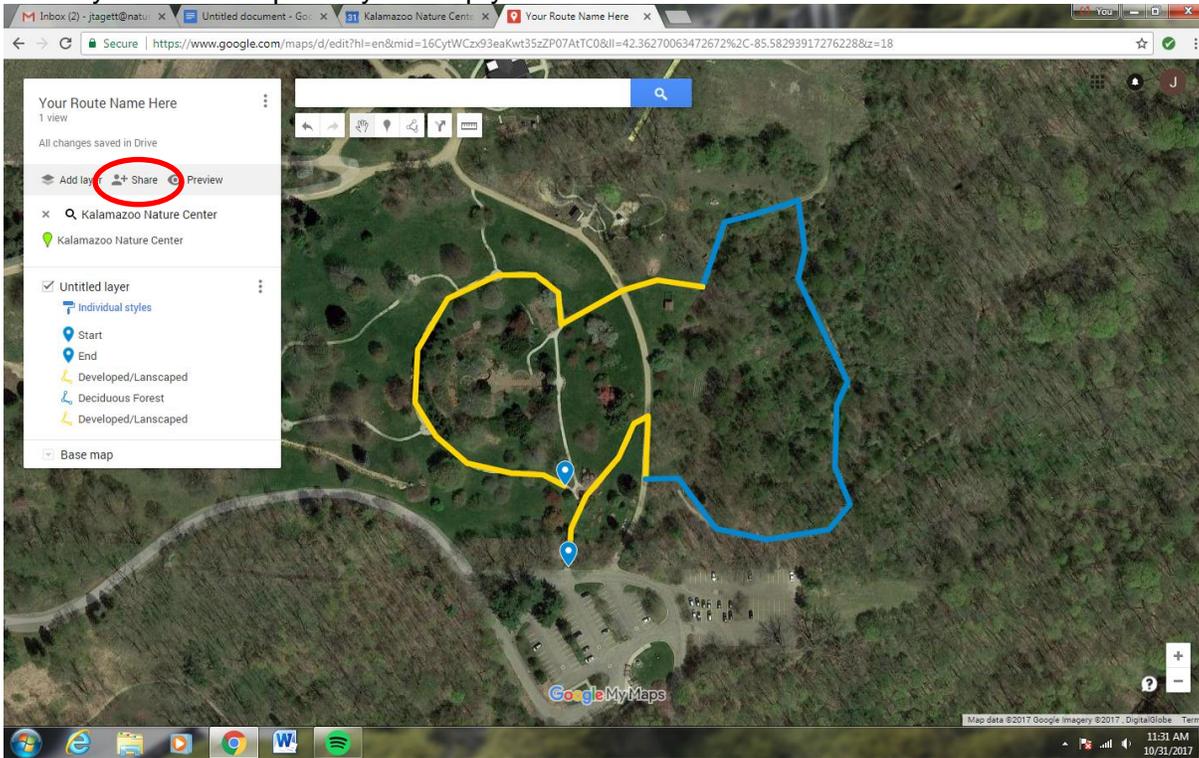
-Some people have a different line color for each habitat type (up to you), and increasing the thickness makes your route easier to see on the map.



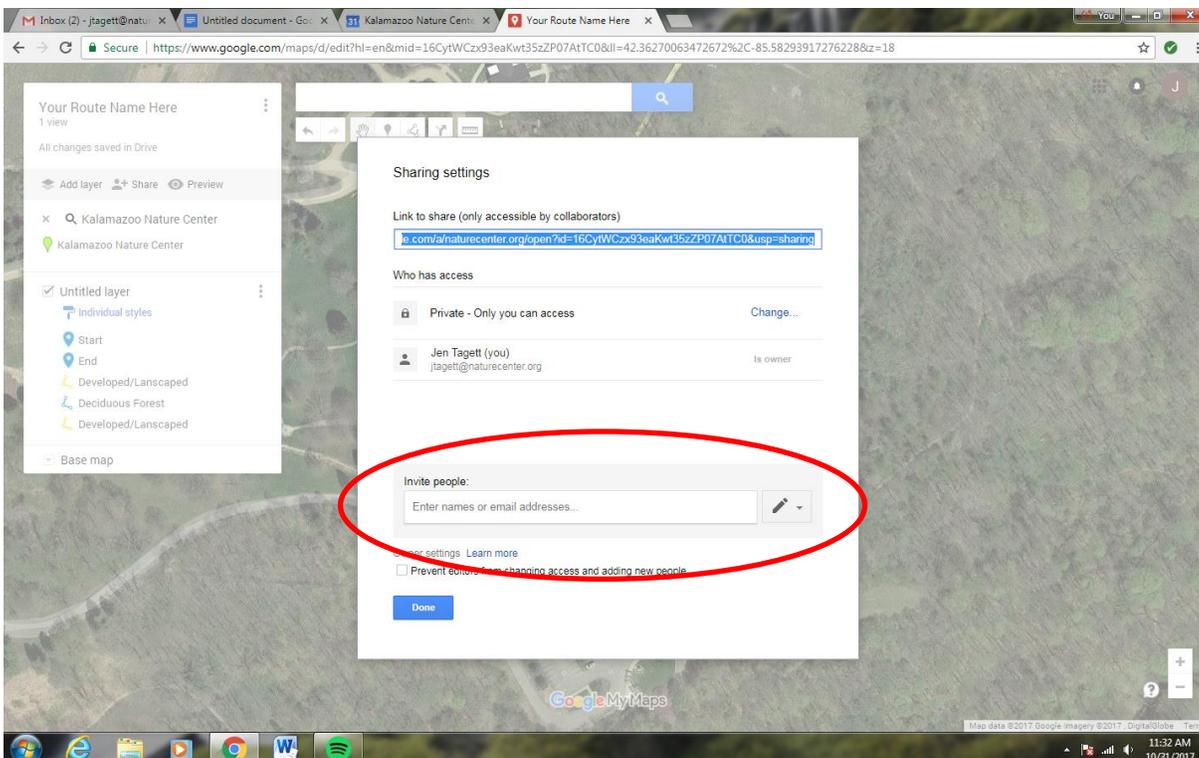


Sending your map to MiBN:

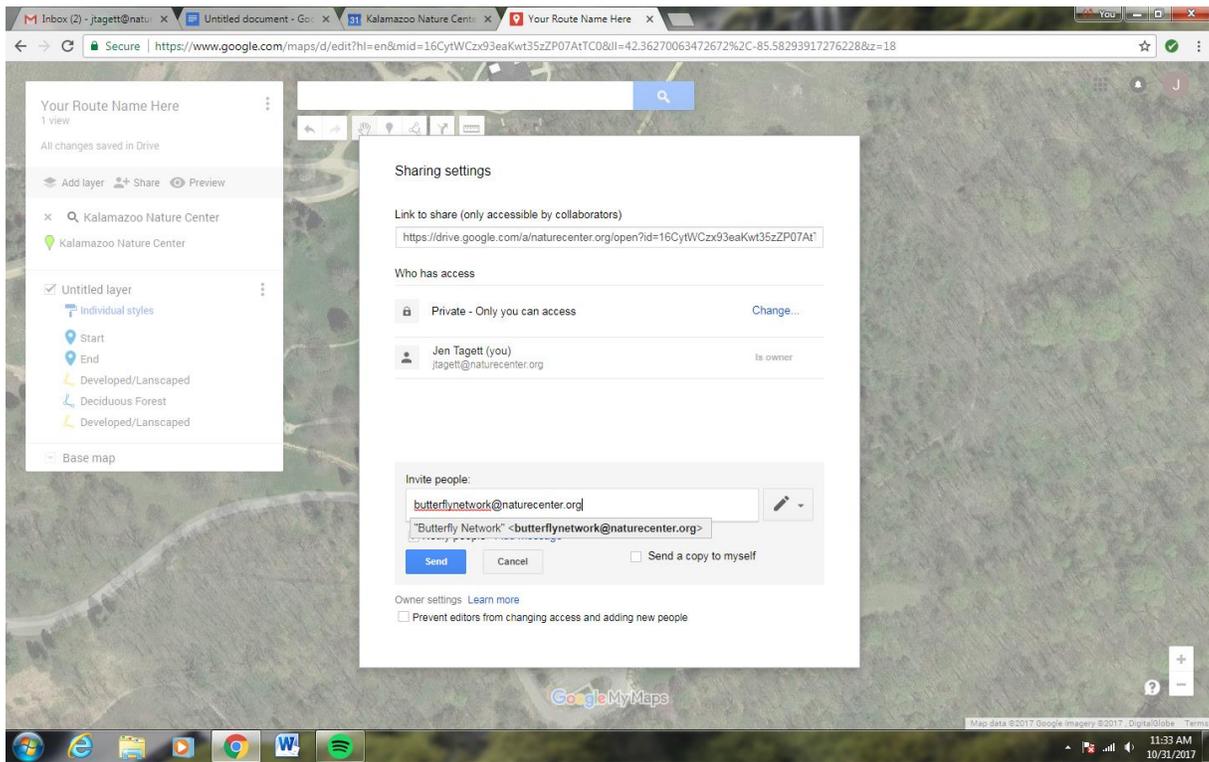
-Once you have completed your map you will need to send it to be added to the database.



-In the upper left corner of your screen there is a white box with three tabs that are grey. Click on the grey tab in the middle labeled "Share", a new window will pop up.



-Go to the area where it says "Invite People:"



-Type in the email: butterflynetwork@naturecenter.org into the box provided.

-Click the blue send button

-You're done, nice work! :D