Google Earth 5.0

The Google Earth interface has a toolbar across the top and a panel down the left side. On the left panel, there are three sections: Search, Places and Layers.

1. In the Search section, click the **Fly to** tab and enter your home address including the city and state. Click on the magnifying glass to begin the flight.

2. The flight across the globe will begin and your final destination will be your home.

3. The navigation tool will help you fly around the globe. To activate the navigation tool, click **View** > **Show Navigation** > **Automatically**. The navigation tool will appear in the upper right corner of the Google Earth screen. Also, practice using the hand tool to push or pull the globe.

Tilt – use your mouse to click the arrows and tilt the map to various angles.

Rotate – click and hold the mouse while rotating the outer circle to rotate the map.

Move – click the arrows or the center "joystick" to move the map.

Zoom – use your mouse to slide the bar to zoom in or out.
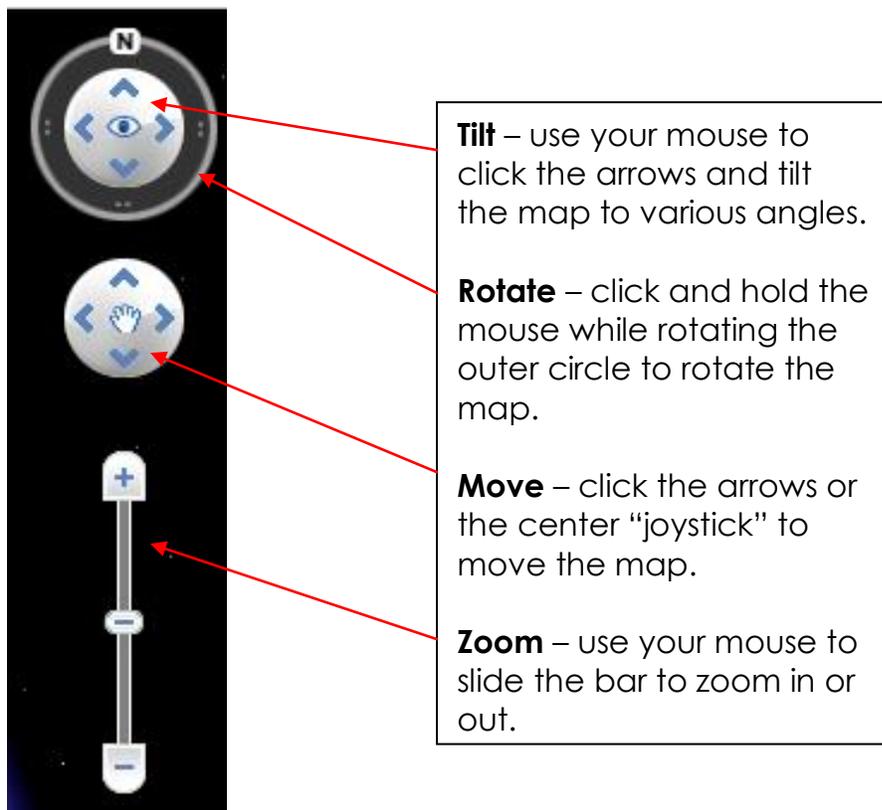
Places

The **Places** section contains a sightseeing option that will allow you to take tours around the world. You can use the default tour or create your own.

1. To view the default tour, **double-click** on the Sightseeing link. The map will zoom out.

2. Click the **Play** button to begin the tour.
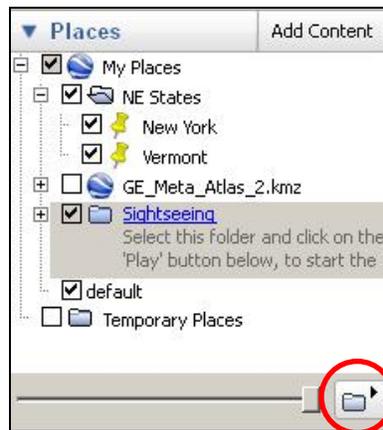
To create your own tour, you will first need to create a folder.

1. **Right**-click **My Places** and a side menu will pop out.

2. **Left**-click **Add** > **Folder.**
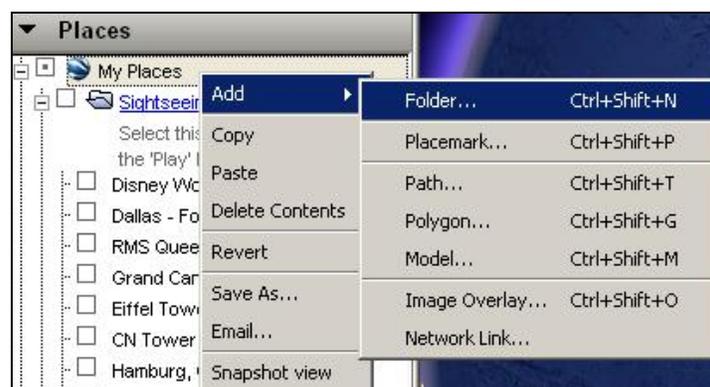
3. Name the folder and click **OK**. For today's training, please name the folder "**Texas Tour**."

4. The Texas Tour folder is currently empty. We will need to search for a location then add a placemark. In the Search section, enter **Palo Duro Canyon** then click the magnifying glass.

5. After arriving at Palo Duro Canyon, use the Tilt and Zoom slide bars to view the canyon from different perspectives.

6. **Right**-click the Texas Tour folder and a side-menu will pop out.

7. **Left**-click **Add** > **Placemark.** A Placemark dialog box will appear.

8. Drag the large yellow thumbtack to the desired location on the map. The thumbtack will be called "Untitled Placemark" until the user assigns a title.
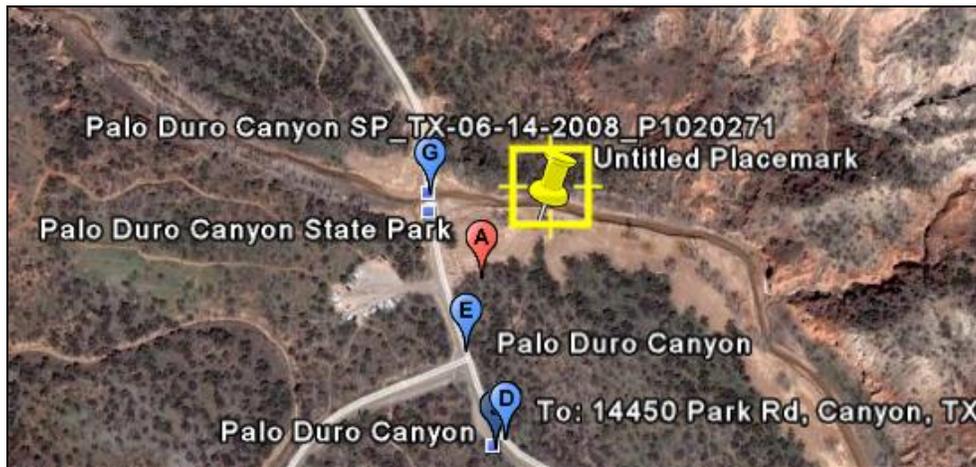
NOTE: If the yellow square around the thumbtack is flashing, it can be edited and/or moved. If the yellow square is not showing, the thumbtack is "stuck" on the map.

9. Assign a title to the placemark in the Placemark dialog box. For today's training, please title it "**Palo Duro Canyon**." Click **OK**.
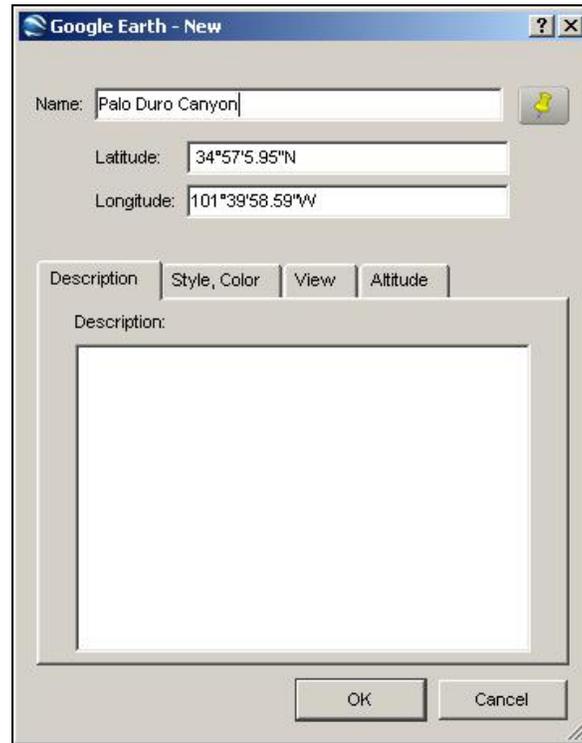
NOTE: To edit or move an existing Placemark, right-click the thumbtack then left-click Properties. The flashing yellow square will return and you can move and/or edit the Placemark.

10. In the search box, type **The Alamo**.

11. Once you get to the Alamo, **right**-click on the Texas tour folder. A side-menu will pop out.

12. **Left**-click **Add** > **Placemark.** A Placemark dialog box will appear.

13. Drag the large yellow thumbtack to the desired location on the map.

14. Assign a title to the Placemark in the Placemark dialog box. For today's training, please title it "**The Alamo**." Click **OK**.

15. To view the tour, **double-click** on the Texas Tour folder to reset the starting position.

16. Press the **Play** button to begin the tour.

Layers

The **Layers** section will add data to the globe. Some layers include borders, populated areas, earthquake and volcano sites, real time traffic, Wikipedia entries, nearby hotels and restaurants and several other features. The user decides which layers will appear on the map.

1. To activate a layer, first fly to a destination. For today's class, please fly to your campus/building.

2. In the Layers section, **left-click** a **+** sign to expand any folder or subfolder.

3. **Left**-click a **–** sign to collapse any folder or subfolder.

4. **Check the box** next to the layer you would like to add to the map.

5. **Uncheck the box** next to any unwanted layers.
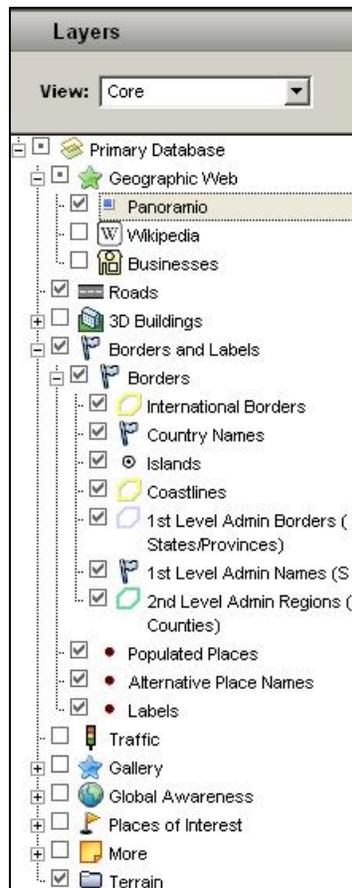
Toolbar

The **Toolbar** allows the user to measure distance, mark important locations and add images to a map.
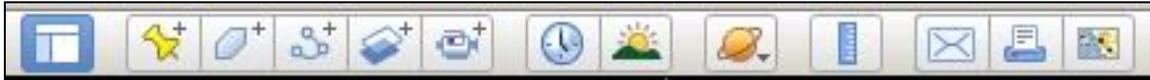
- Hide/Show Sidebar (opens and closes the left panel)
- Add Placemark
- Add Polygon
- Add Path
- Add Image Overlay
- Record a Tour
- Show Historical Imagery
- Show Sunlight
- Space Viewer
- Ruler
- E-mail
- Print
- View in Google Maps

Add Path

1. From the menu bar across the top, select the Add Path button.

2. **Left**-click the starting location on the map. Continue clicking to make your path.

3. Assign a title to the path and click **OK**.

4. The path will be saved in the Places section.

Add Image Overlay

1. From the menu bar across the top, select the **Add Image Overlay** button.

2. A large bright green frame will appear on the map.

3. Adjust the size and position of the green frame to the area in which you want the image to be placed.

- Click **inside the center** to move the green frame.
- Click **the corner** of the green frame to resize.
- Click **the oval** to rotate the frame.

4. **Browse and select** the image.

5. Assign a title to the image.

6. Adjust the transparency and add a description, if necessary.

7. Click **OK**.

Record a Tour

1. From the menu bar across the top, select the **Record a Tour** button.

2. The recording toolbox will appear the lower left corner.

3. Fly to the desired location in Google Earth.

4. When you are ready to record, click the red **Record button** in the recording toolbox. Connect a microphone to your computer if you wish to narrate your tour.

5. When your tour is complete, click the red Record button in the recording toolbox to stop recording.

6. Each motion you applied to Google Earth (including zooming, flying or adding layers) will be recorded to your tour.

7. You can loop your new tour. You can also save the tour for future viewing.

8. Click the **X** in the upper right corner of the recording toolbox to exit the tour.

Show Historical Imagery

1. From the menu bar across the top of the screen, select the Show Historical Imagery button.

2. Fly to the desired location on in Google Earth.

3. Use the slider bar to move between acquisition dates.

4. Click the Show Historical Imagery button again to deselect this feature.

   NOTE: Not all areas will have photo imagery of certain dates saved in Google Earth.

Show Sunlight

1. From the menu bar across the top of the screen, select the **Show Sunlight button**.

2. Fly to the desired location on in Google Earth.

3. Use the **slider bar** to show the sunlight's position in that location at a specific time of day.

4. Click the **Show Sunlight** button again to deselect this feature.

Space Viewer

1. From the menu bar across the top of the screen, select the **Space Viewer**.

2. From the **drop-down menu**, select Sky, Mars or Moon.

3. Use any of the Google Earth tools to navigate through space.

4. From the **drop-down menu**, select Earth to return to Google Earth.

   NOTE: Search, Places and Layers are active for each Space option.

Ruler

1. In the Search section, enter **Empire State Building** and click the magnifying glass.

2. From the menu bar across the top of the screen, select the **Ruler**.

3. The Ruler dialog box opens with two tabs – Line and Path.

4. Line measures straight distance. Click the **Line** tab.

5. **Left**-click on one place on the map.

6. **Left**-click on a second place on the map. Notice the distance recorded in the Ruler dialog box.

7. Path measures any distance as chosen by the user. Click the **Path** tab.

8. **Left**-click on one place on the map, then click another and another in any direction/path. Continue clicking to make your path. Notice the distance recorded in the Ruler dialog box.

E-Mail

1. From the menu bar across the top of the screen, select the **e-mail button**.

2. Choose which kind of image you would like to attach in the e-mail.

3. Send your e-mail.

NOTE: Some features of the e-mail function will not operate in the PISD network.

View in Google Maps

1. Fly to your desired location in Google Earth.

2. From the menu bar across the top of the screen, select the View in Google Maps button.

3. The Google Maps Website will open in a separate window and will display your desired location.