

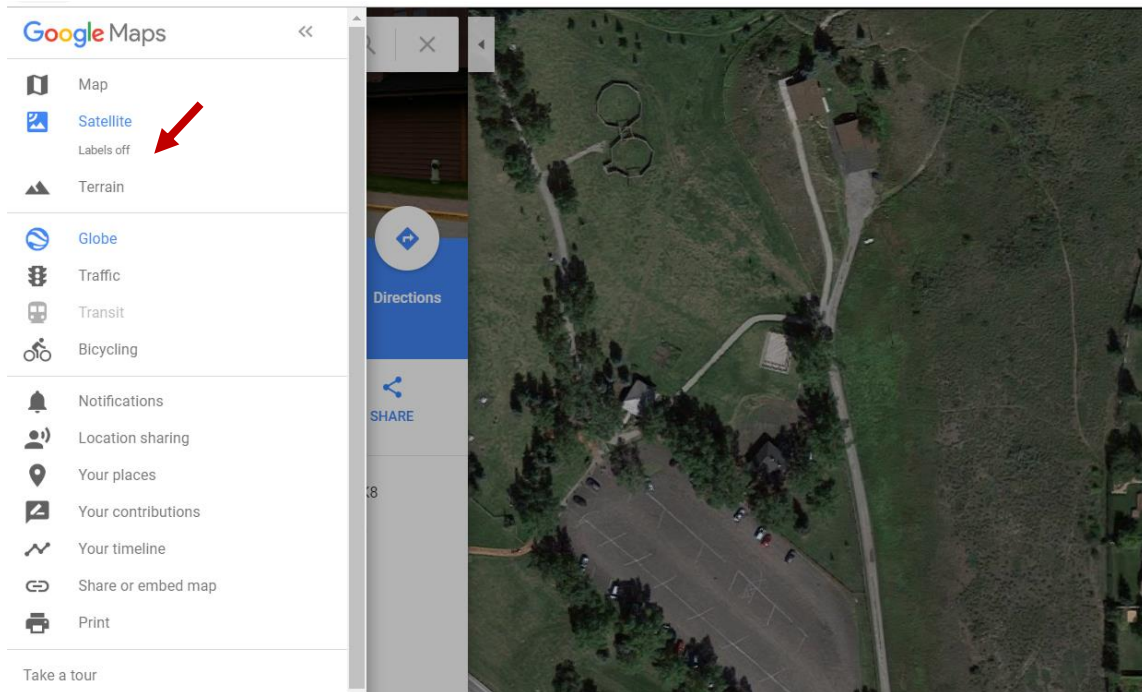
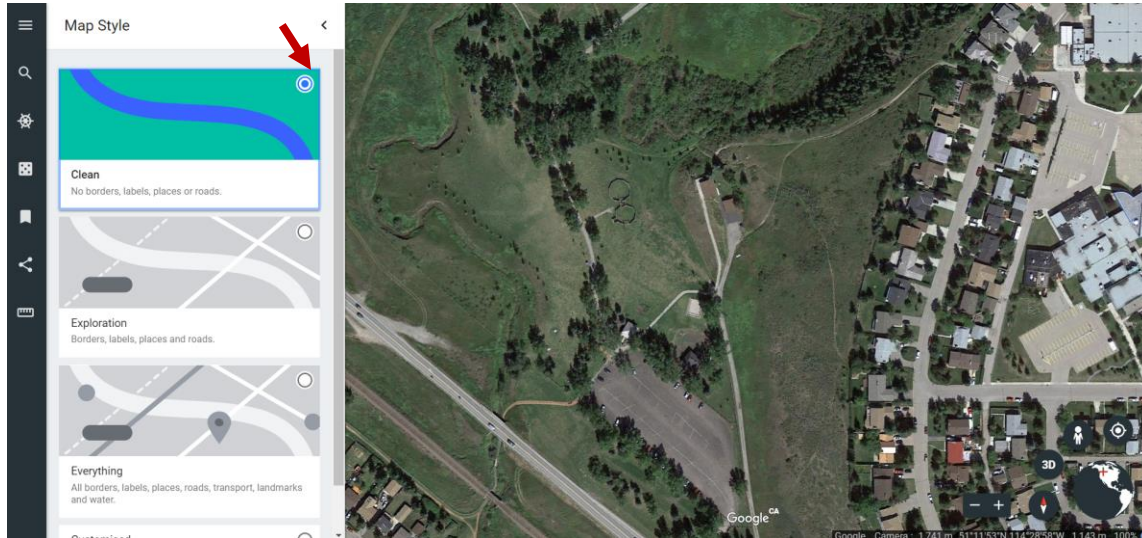
**1. Open Google Earth or Google Maps and type in your location/address.**

Suggestion: Most of the time it is the same image, but sometimes one is better than the other.

Google Earth: "Turn off labels" is in the menu under map styles – CLEAN-

Google Maps: Click on the -satellite image- on the left-hand bottom corner.

"Turn off labels" is in the menu under Satellite – labels on/off



How to create a basic Orienteering map with Google Maps

## 2. Using the Snipping Tool to crop the area image you want to work with

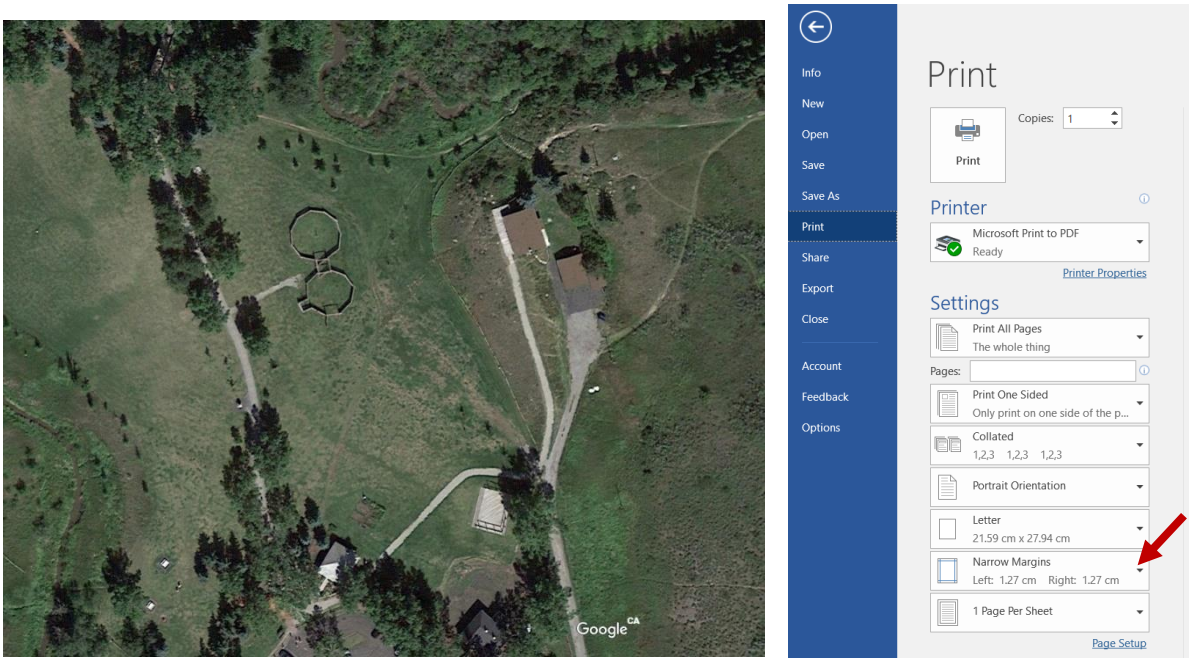


Snipping Tool comes with your computer: just search it and pin it to your taskbar.

It might take a couple of tries to find the best scale for your activity. Scroll in and out of the Google maps to find the best option. Usually, you want to use the biggest scale you can fit into one page, either portrait or landscape format.

## 3. Copy- paste your snipped picture into MS Word document

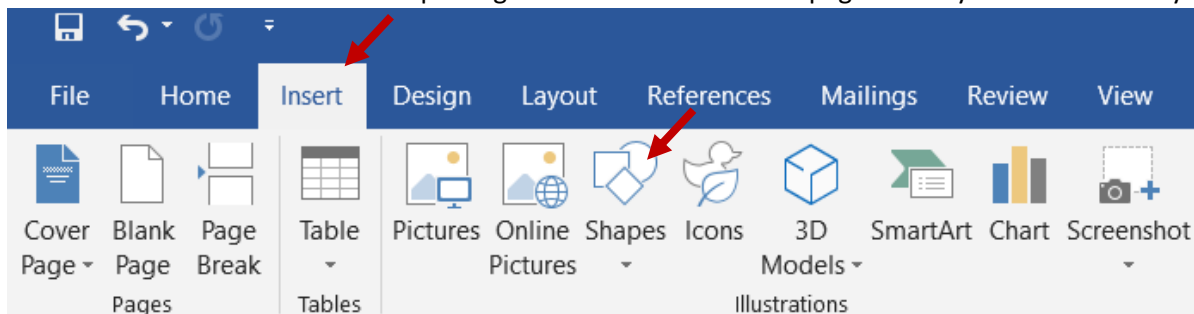
Note: set the Print page to Narrow margins; it will give you better alignment. Go to: File-Print -Margins Expand your image so that it covers almost the whole page, leave some space at the bottom for control descriptions if you are planning to use them. (see the last page of the created Activity Map)



## 4. Now you can add the object you want to use for your activity:

- North arrows, Controls, TextBox:

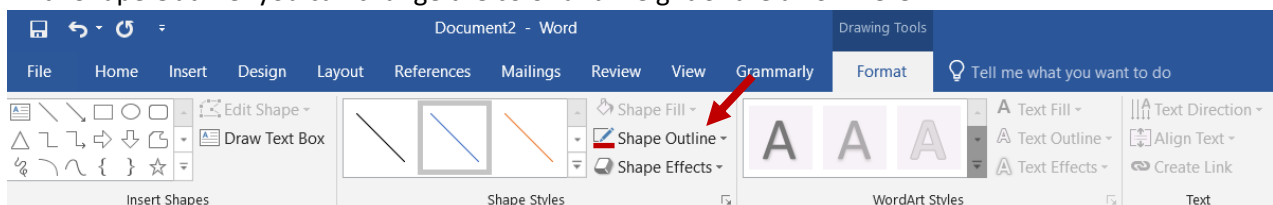
Go to **INSERT -SHAPES-Select a shape : e.g.-ARROW:** insert it to the page where you want it. Then you can edit it.



### Editing your shapes:

Click on the shape- arrow - you will see the - Drawing Tool. Click on it.

Find -Shape Outline- you can change the color and weight of the arrow here.

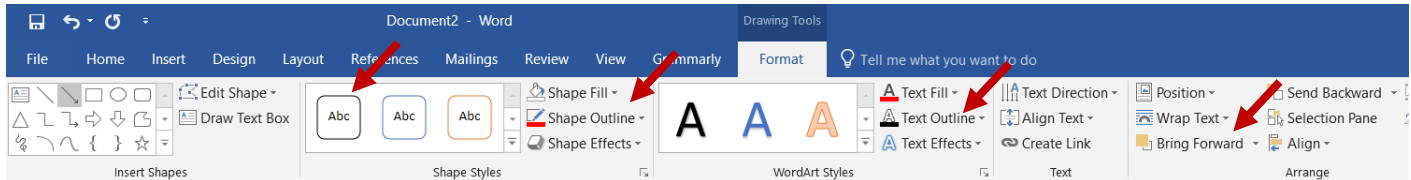


Once you created a shape you like, you can just reuse it with the Copy- Paste option to create multiple ones and move them to the places you want to use them.

- **Adding Controls:**

Use the same as with -arrows above-: INSERT-SHAPES-CIRCLE: add one circle; then edit it:

- 1 Click on the -shape styles- to add numbers -Abc-
- Edit shape outline - colour weight
- Edit text outline -change colour

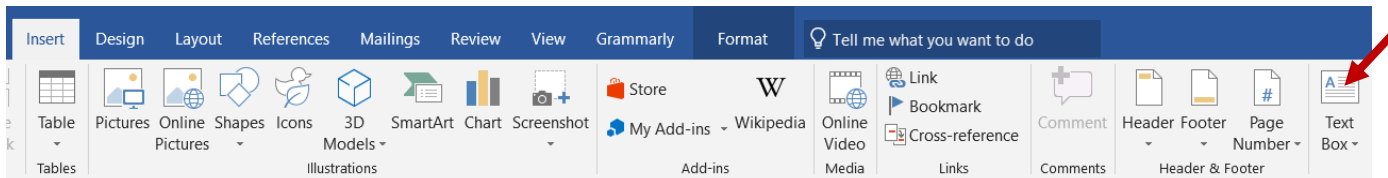


Once you created a shape you like, you can just reuse it with Copy- Paste option to create multiple ones and move them to the places you want to use them. You just change the numbers in it. Use -keep source formatting- when pasting it.

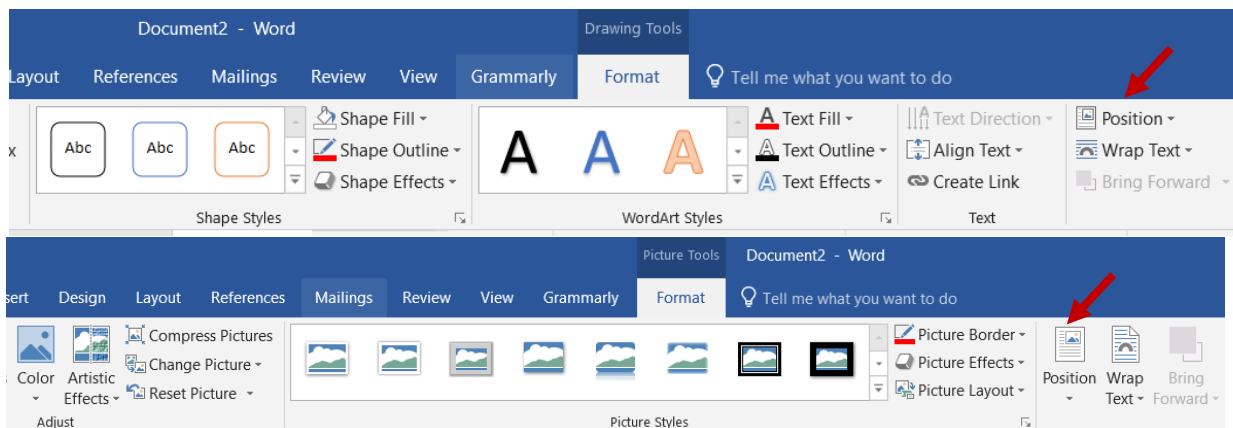
One more thing: if your shape not on the top of the Picture, you can change it by clicking on it and then chose - **Bring Forward**.

- **Adding Text Box**

Go to – Insert- Text Box -Draw text box. Insert it where you want it. Then write in it. To edit, it click on the - Drawing tools -then choose your colour etc..



**To align your shapes with picture and text:**



Click on- Position -choose any position you want them - top middle- and click on it, It will go to that area but after that, you can just grab the object and move it anywhere on the page you want.

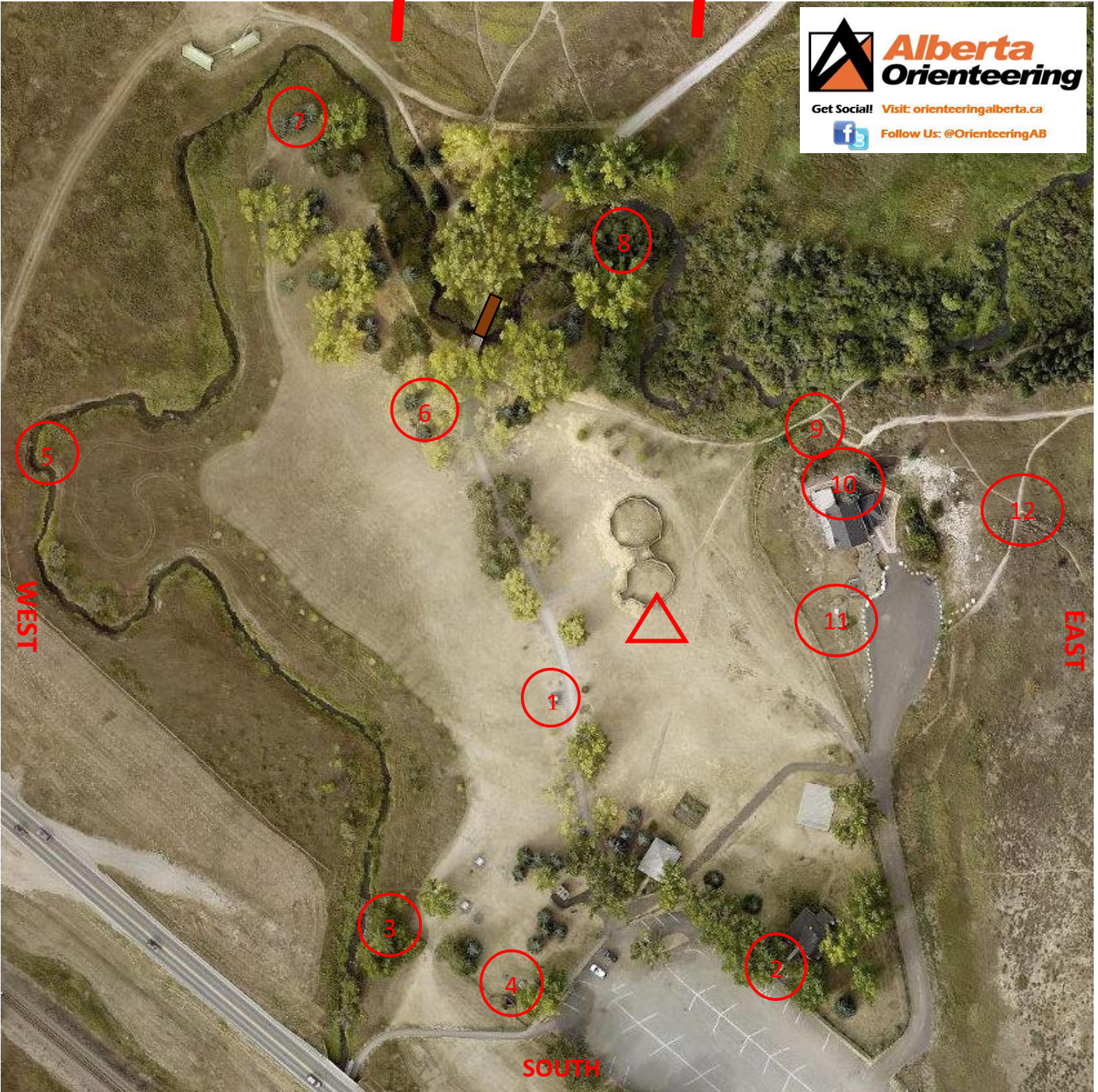
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Score-O: find the controls in any order



NORTH

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1	2	3	4	5	6	7	8	9	10	11	12
Statue	Fence	Tree	Bench	River bend	Boulder	Tree	Vegetation boundary	Fence	Building	Boulder	Path intersection
○ x	— — —	○ x	x	— —	●	○ x	— — — —	— —	■	●	— — —

How to create a basic Orienteering map with Google Maps

**Course: find the controls in the order**

**NORTH**

**of the**



**numbers and follow the arrows.**

**SOUTH**

1	2	3	4	5	6
man-made object	sign	intersection	rock	rock	stairs

How to create a basic Orienteering map with Google Maps



**Creating Punch cards:** Create tables and fill it with descriptions or hints or simply just

use numbers (see examples below). Copy-paste several lines to one page then cut them up to save printing cost.

1	2	3	4	5	6	7	8	9	10	11	12
Statue	Fence	Tree	Bench	River bend	Boulder	Tree	Vegetation boundary	Fence	Building	Boulder	Path intersection

1	2	3	4	5	6	7	8	9

1	2	3	4	5	6	7	8	9	10	11	12

1	2	3	4	5	6	7	8	9	10	11	12
Statue	Fence	Tree	Bench	River bend	Boulder	Tree	Vegetation boundary	Fence	Building	Boulder	Path intersection

1	2	3	4	5	6	7	8	9	10	11	12
Statue	Fence	Tree	Bench	River bend	Boulder	Tree	Vegetation boundary	Fence	Building	Boulder	Path intersection

1	2	3	4	5	6	7	8	9	10	11	12
Statue	Fence	Tree	Bench	River bend	Boulder	Tree	Vegetation boundary	Fence	Building	Boulder	Path intersection