

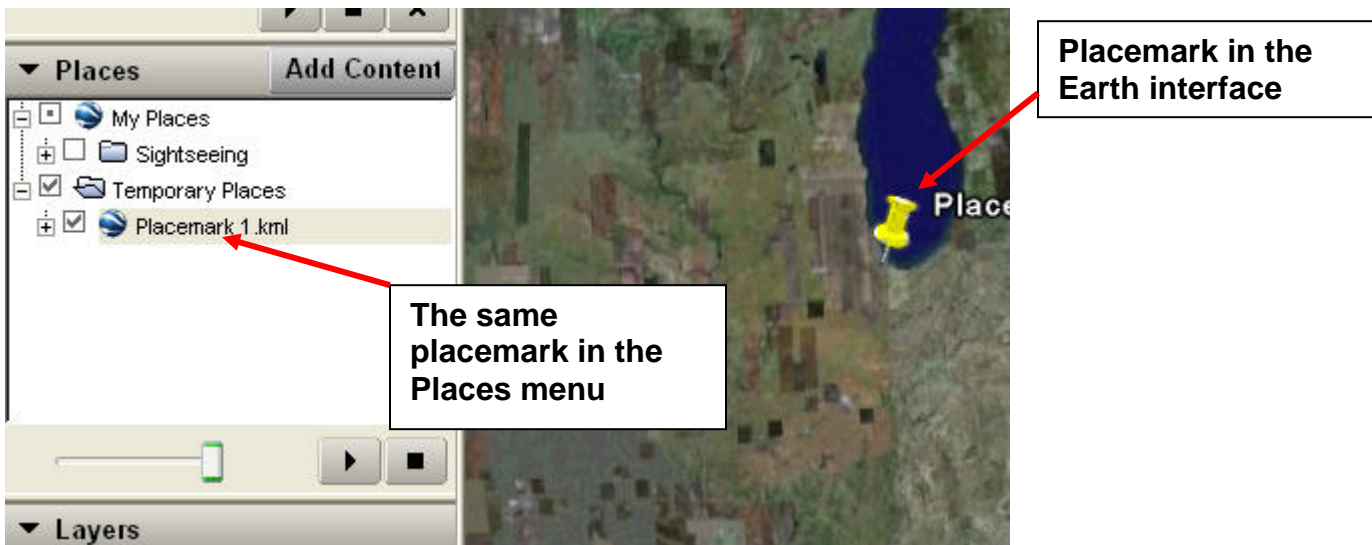
## Working with Placemarks in the Classroom

This document helps teachers and students understand how to create, save and alter placemark content that may be created over multiple class periods, with the goal of creating a set of placemarks in response to an instructional question. This tutorial is for a PC platform; if students cannot right-click, use upper menu functions instead.

**Step 1:** To begin, open Google Earth and create and name a placemark. Add the appropriate content for the placemark. This procedure is explained fully in my other tutorial, available at <http://www.jakesonline.org/earth.htm> . Click OK.

**Step 2:** The placemark will appear in the Places menu of Google Earth on the left hand side of the interface. Remember that placemarks can always be edited to add or alter content by right-clicking on the placemark in the Places menu, or in the Earth interface itself, and by selecting Properties.

Alternatively, placemarks can be edited by choosing selecting the placemark, Selecting Edit from the upper menu, and then by selecting Properties.



**Step 3:** Continue to build placemarks as time allows.

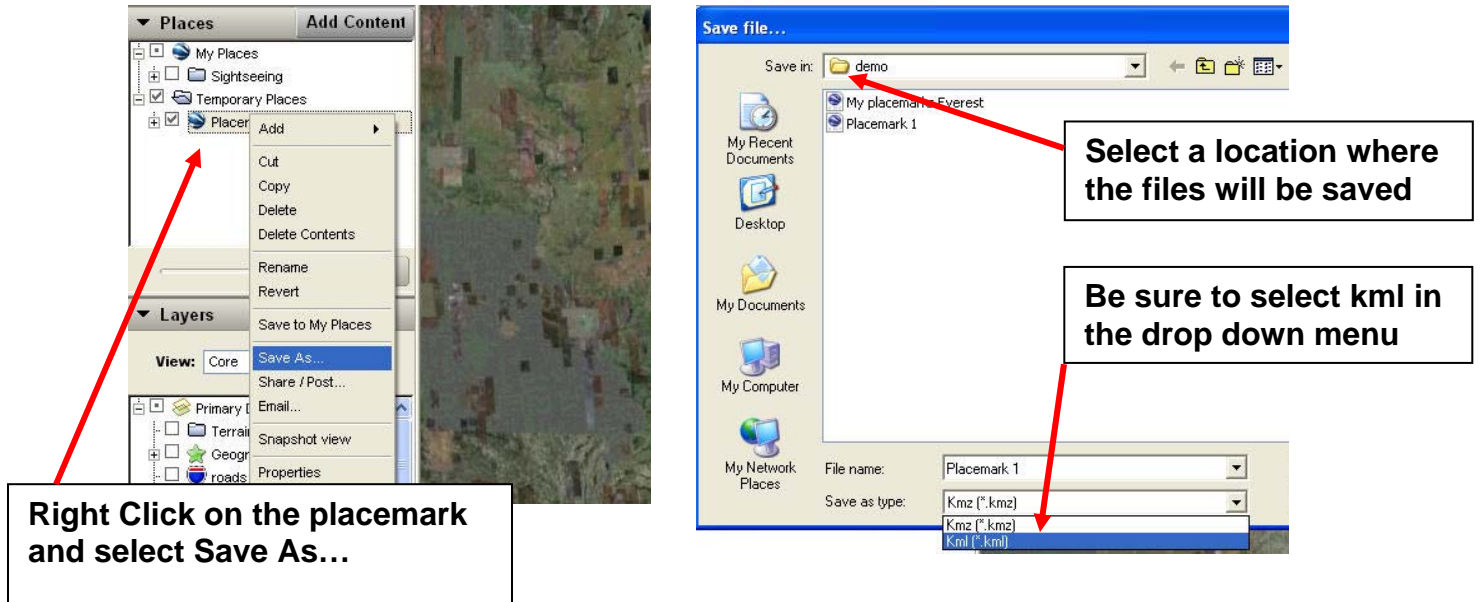
In most cases, student projects using Google Earth will likely extend beyond a typical class period. As a result, students must be able to save their placemarks in a location that they can access so that they can continue to add or alter content, or in the end, build a folder that contains all the placemarks that will be created in a format that can be shared (kmz file) as a tour.

### To save a placemark:

**Step 4:** Right-click on the placemark in the Places menu and select Save As... Select an appropriate location for the file (USB, network drive space, etc.), name the file, and use the pull down menu to select KML (the Save As...function defaults to the KMZ file extension). Alternatively, File menu, Save, Save Places As.

## Saving the Placemark (continued)

*Naming the file:* students may wish to include a number in the file name so that ordering placemarks in a sequential manner will be easier in future steps. Example: *mteverest1*.



## Working on the placemark at a later time (such as the next class period):

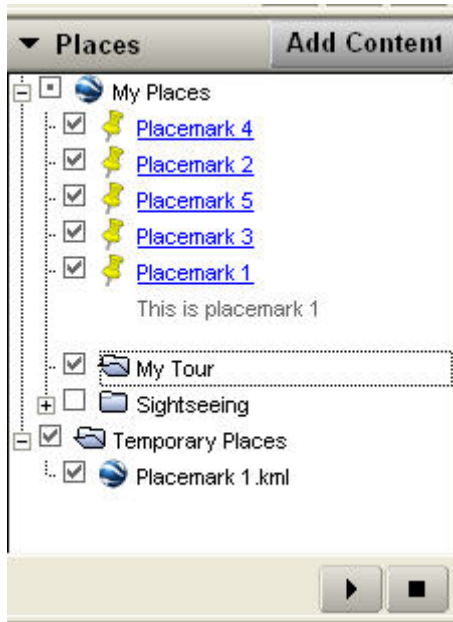
**Step 5:** Open Google Earth. Go to the File menu and select Open. Navigate to the folder the placemark was stored into in Step 4 above, and select Open. The placemark now appears in the Places menu. To edit the placemark, follow the instructions in Step 2 above. To save the placemark, follow the instructions in Step 4.

**Step 6.** Continue to create additional placemarks in different locations and save them accordingly.

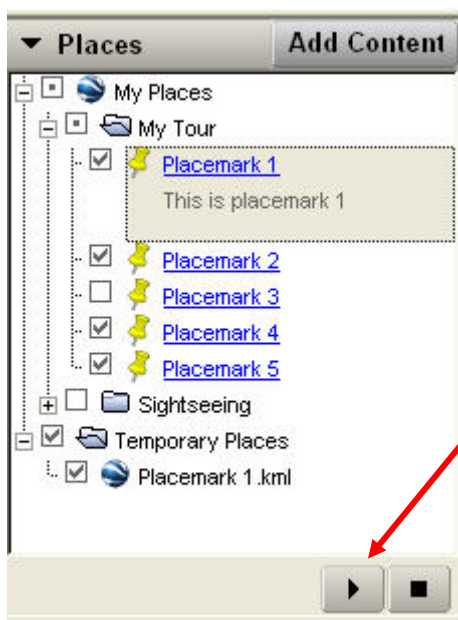
## Creating a compilation of placemarks

**Step 7.** In the Places menu, create a folder. To do this, right click on My Places within the Places menu. Select Add and then New Folder. Alternatively, go to **Add** in the upper menu and select **Folder**.

**Step 8.** Open all of the placemarks that have been created. In this example, five placemarks have been created. A single folder, called “My Tour” has also been created.



**Step 9.** Drag them into the folder (in this example, “My Tour”) you created in Step 7. If the goal is to create a tour that can be played in Google Earth, then the placemarks should be ordered sequentially, first stop on tour to final stop. This is the reason adding a number to the Placemark file name was suggested in Step 4.



**Clicking on the folder “My Tour” and then clicking on the play arrow, will automatically play the folder, and advance from placemark to placemark, in sequence. The properties of the tour (how fast, etc.) can be set by going to the upper menu and then by following this pathway:**

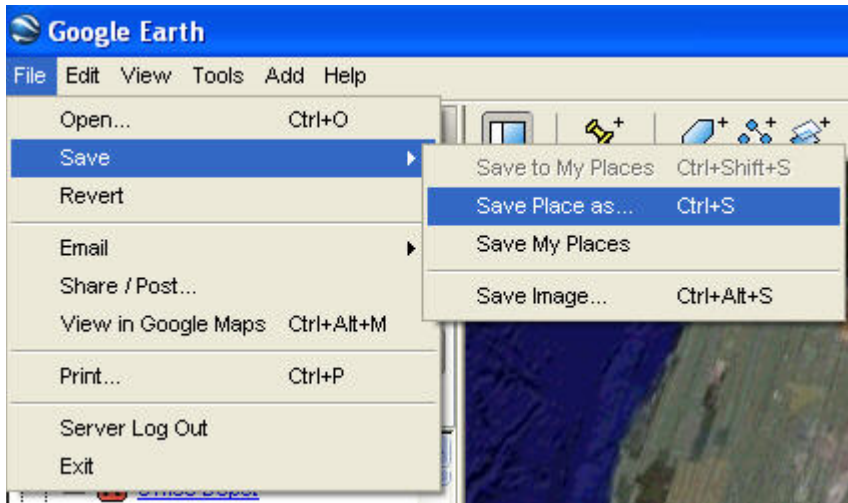
**Tools>Options>Touring**

## Creating the Final File

**Step 10.** It's now time to package everything together in a single file. This is done by creating a KMZ file. The Z stands for zipped, so in effect, the folder, and its contents, get packaged in a zip folder than can be unpackaged by other users. This kmz folder can be shared, and other users can open it, and play the tour, or access each placemark.

To do this, simply right click on the folder, select Save As..., and then choose kmz. Click OK.

Alternatively, go to File, Save, Save Place as...and select kmz and click OK.



You're done! Congratulations.

*Tutorial Notes: this tutorial is designed for Google Earth 4.2, operating on a mighty PC platform.*

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