

Make a Google Map of your Conference Boundaries

Did you ever wish you could just enter a client's address and have the computer tell you if he or she is in your service area? Google can do it for you! Google has made it really simple for you or for anyone to build their own maps.

1. Go to <http://maps.google.com>
2. Click on My Maps (you will need a Google account so these maps can be saved. Google accounts are free)
3. Give the new Map a title and description. Make it public so others can view it.
4. It will initially display the U.S. map. You can zoom down to the level you need.
5. You are now ready to draw the map. The key is knowing the streets that make up your boundaries. You define the area you serve by drawing a "shape." This is the 4th icon at the top of the map next to the zoom buttons.
6. You start at the first intersection and go around your service area placing points. If a road is curved, you will have to place multiple points to make the area appear smooth. you can double-click to end the selection.
7. You can now give the area a name, description and choose a color. If you want to modify the shape, you can simply drag the existing points. You can also add more points by right-clicking when the cursor is on the border of the area you defined.
8. You can add points of interest such as the church, thrift store, etc by placing "placemarks."
9. Once the map is created, it has a very long web address (or URL). You can use www.tinyurl.com to shrink the long web address, so it is easier to access.

Thank you to Albert Thomas for these very valuable instructions. (albert.thomas@gmail.com)

