# Tips for Viewing KML files in Google Earth



### Navigating Around the Map

**Reset View-** To reset the tilt to zero and the compass to North hit 'R' on the keyboard. Note: the map area of the window has to be active for this to work. If nothing happens, try clicking on the map and retrying.

Zoom In/Out- There are a few different ways to zoom in and out:

- Use the '+' and '-' keys. (To zoom in and out more slowly, you can hold down the 'Alt' key at the same time.) Note: the map area of the window has to be active for this to work. If nothing happens, try clicking on the map and retrying.
- Use the scroll wheel on the mouse.
- Use the zoom bar on the screen. (See #1 in the picture.)

Pan Left, Right, Up or Down- There are a few different ways to pan:

- Use the arrow keys. (To move the map slower, hold down the 'Alt' key at the same time.) Note: the map area of the window has to be active for this to work. If nothing happens, try clicking on the map and retrying.
- Click and drag the map with the mouse.
- Use the navigation arrows on the screen. (See #2 in the picture.)

#### Viewing Streetview Imagery

To view the Streetview imagery, click on the yellow man and drag him to the area you'd like to view. (See #3 in the picture.)

#### **Searching Layers from MIMS**

**Search-** You can search by parcel number, owner name, section, subdivision or other feature names if you have additional layers.

To move the cursor to the search box hit 'Ctrl' and 'F' or click in the search box that is located directly above Layers and Earth Gallery. (See #4 in the picture.)

Then type in what you are searching for double click on it when it is highlighted in the list above. You can use the arrow buttons to the right of the search box to go to the next entry if there are multiple features matching your search terms.

### Turning Layers and Labels from MIMS Off and On

You can turn the display of layers and labels off and on.

**Labels-** By default, labels on the layers from MIMS are turned off so as to not crowd the screen. You can turn them off and on by clicking on the box to the left of the 'Labels' folder under the name of the layer you wish to view labels for. It is more useful to have the labels turned on when you are more zoomed in. (See #5 in the picture.)

**Layers-** Layers may also be turned off and on by clicking on the box to the left of the layer name. (See #6 in the picture.)

**Tip:** If when you click on a feature to bring up the info box for it, you get the box for the wrong feature it is useful to turn off the other layers to ensure you get the information for the feature you are looking for. For example, if you want to see what parcel you are viewing, but get the section number instead when you click on the map, you can turn off the section layer to bring up the parcel information instead.

## Turning Layers from Google Earth Off and On

There are many layers provided by Google that are also available in Google Earth.

You can also turn the layers from Google Earth off and on. To do this, you click on the box to the left of the layer. For faster performance, it is recommended that you turn off all of the Google Earth layers except for 'Roads' and 'Borders and Labels.' (See #7 in the picture.)

### Searching for Features in the Google Earth Database

You can search for other things in Google Earth such as street names, stores, addresses, and latitude and longitude as well. To search for things that are in the Google Earth database and not on your layers from MIMS, click on the search box that is at the top left, directly under 'Search'. Then enter in your search term and hit 'enter'. (See #8 in the picture.)

#### **View Historical Imagery**

To view historical imagery, click 'View' and then 'Historical Imagery'. This will pop up a slider bar at the top left of the map which will allow you to select a year to view. (See #9 in the picture.)

### **Keyboard Shortcuts**

**Reset View-** To reset the tilt to zero and the compass to North hit 'R' on the keyboard. Note: the map area of the window has to be active for this to work. If nothing happens, try clicking on the map and retrying.

**Zoom In/Out-** Use the '+' and '-' keys. (To zoom in and out more slowly, you can hold down the 'Alt' key at the same time.) Note: the map area of the window has to be active for this to work. If nothing happens, try clicking on the map and retrying.

**Pan Left, Right, Up or Down-** Use the arrow keys. (To move the map slower, hold down the 'Alt' key at the same time.) Note: the map area of the window has to be active for this to work. If nothing happens, try clicking on the map and retrying.

**Search-** To move the cursor to the search box to search by parcel number, name, section, subdivision, etc., hit 'Ctrl' and 'F'. (You will then need to type in what you are searching for and then double click on it when it is highlighted in the list above.)

Full Screen Mode- Hitting 'F11' will turn Full Screen Mode off and on.