

How to create a walk for the Walk Peterborough site

Thank you for your interest in contributing to the Walk Peterborough site. There are two things we need from you in order for your suggested walk to be added. Firstly we need a map of the route and information about any points of interest along the way.

There are two ways of doing this

1. You can send in a paper map, either hard copied or scanned, with the route drawn on it and information about points of interest. We will then add the map when resources are available.
2. You can use free mapping software to create the route and send this along with a file containing the points of interest and we will upload it onto the site. This method will allow us to add the walk much more quickly. Instructions for creating a route using this method are below.

How to create a route:

1. If you do not already have mapping software capable of creating and saving a route on your computer, you will need to download a programme which can do this. We suggest Google Earth Pro (www.google.com/earth) which is available for free and simple to use. The rest of these instructions will assume you are using Google Earth Pro, but similar methods can be used to create a route in other software.
2. Once you have Google Earth Pro installed you will need to open it. The first time you use the programme you may be asked to accept terms and conditions or run through a tutorial.
3. When you have completed this centre the map on Peterborough and zoom in. This can either be completed by moving the mouse to Peterborough and double clicking to zoom in or by using the search feature on the left hand side.
4. At this point you will need to find the starting point of your walk. We would recommend turning on road labelling to help with marking the route. Even if your route will not be following roads they can still be useful for orientating yourself on the map. To do this, select the tick box next to where it says 'Roads' in the bottom section on the left hand side (See Fig. 1)

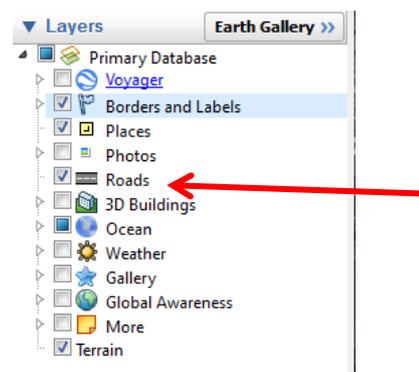


Fig. 1

You will now need to click 'Add Path' which is the fourth button on the top tool bar (see Fig. 2)



Fig. 2

5. A box will then appear (See Fig. 3) and you will be able to give your walk a name. We would suggest something which will inform people about where the walk is and/or the type of walk, e.g. 'Hampton Wildlife Walk' or 'Werrington River Walk'
 - If this box closes at any point before you are finished with it or you want to go back and edit the path, then you will need to right click on the name of the path in the places section on the left hand side and select 'Properties' and this will reopen the box and allow you to make any necessary changes.

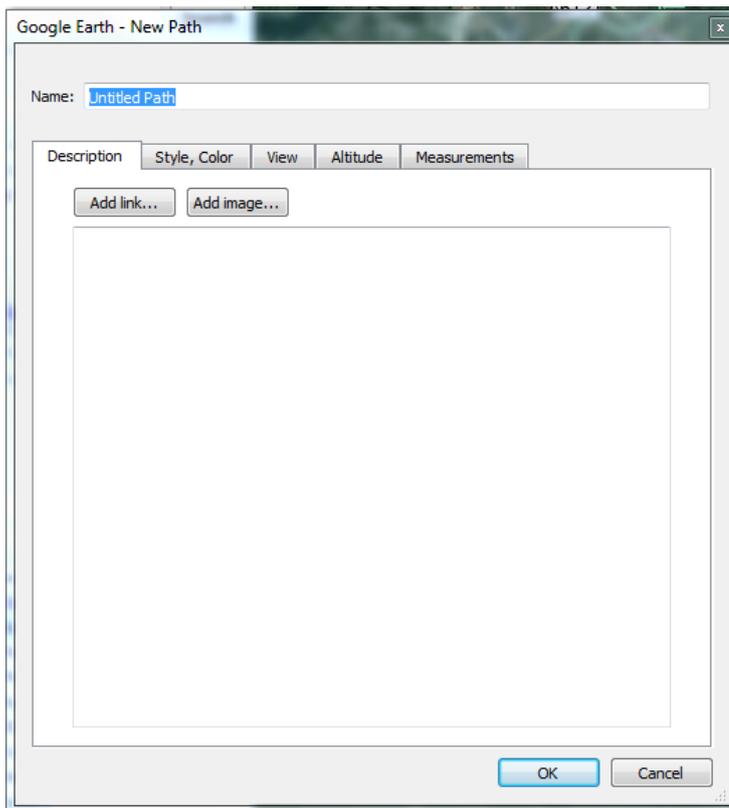


Fig. 3

6. You will then need to mark out your walk by clicking on the map. Putting the first point at the start of the walk, click along the route to mark it out. At a minimum you will need to put a point at each turning along the route, but you can do more if you wish.

7. When you have finished simply click 'OK' in the box (Fig. 3) and your route is complete.
8. To add any points of interest along the route click on the add point button (Fig. 4) and then click on the point on the map where the point of interest is and give it a name.
 - Unfortunately the way the file export works means any information relating to the point of interest, other than its name cannot be added at this point and will need to be sent in a separate file.



Fig. 4

9. When all the points have been added and named you will need to move them all into one file ready to be exported. To do this you will need to create a new folder in the 'Places' section by selecting 'Add' on the top toolbar and then selecting 'Folder' and give it a name (Fig. 5). We would suggest giving it the same name as the walk for clarity.

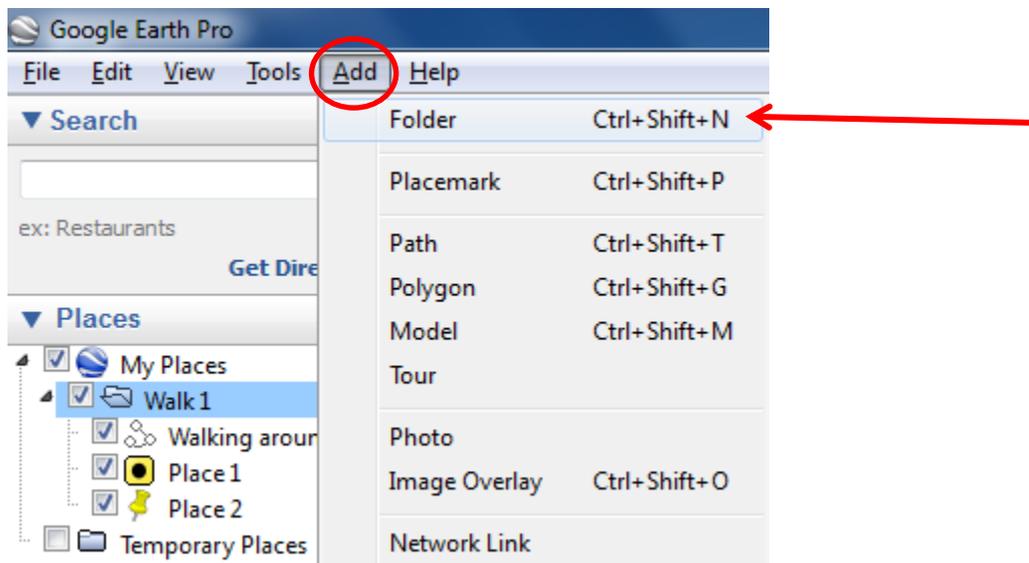


Fig. 5

10. To add the route and all the points of interest into the folder you can drag and drop them into the folder, so it looks the same as 'Walk 1' in Fig. 6.

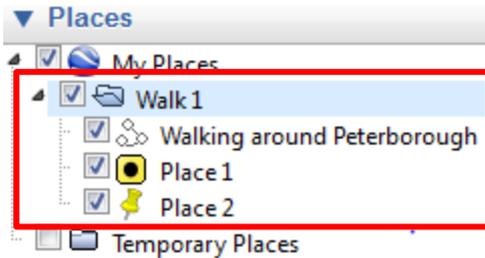


Fig. 6

11. You will now need to save this folder in order to send it to us in ready for approval and upload onto the Walk Peterborough site. To do this, right click on the folder and select 'Save place As...'. You will then need to name the file and ensure it is saved as a KML file. It may automatically default to saving as a KMZ file so you will need to change this. To do this, when saving, select the drop down menu for 'Save as type' and then select 'Kml (*.kml)' (Fig. 7). This is now ready to be sent to us.

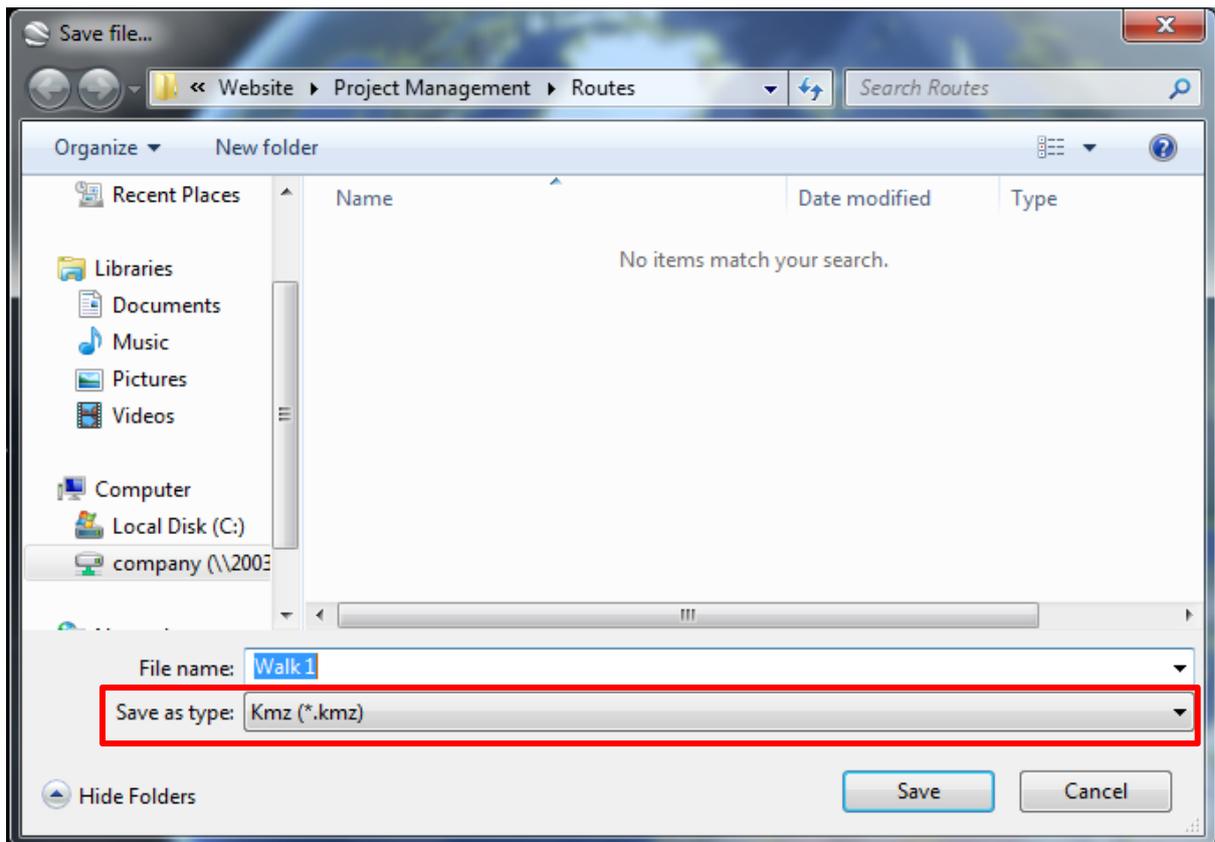


Fig. 7

12. Along with this file you will need to send us information about the points of interest. The simplest way of doing this would be by putting the information in a Word file with the information under headings with the same name as the points on the map,



enabling us to easily copy and paste the information. This will need to be sent to info@pect.org.uk and titled 'Walk Peterborough'.

13. Information we will need:

- Overview of the walk
- Any accessibility information – such as whether or not it is suitable for people in wheelchairs or on bikes, or whether robust footwear is needed
- Information relating to each of the points of interest you have marked
- An optional picture(s) for the walk