

# How to Draw a Map of your Community of Interest or Neighborhood Using Classic



In addition to describing the issues that bond your community of interest, the Commission needs to know where your COI is located. Google Maps Engine Lite is a tool you can use to do this.

1. Sign in with your Google account, or create an account if you don't have one. Open Google Maps: <http://maps.google.com/>. Make sure you are using "Classic Google Maps." The "new Google Maps" does not have the drawing features of Classic Google maps yet.
2. Click on the upper-left tab, "My places," then select the "CREATE MAP" button. DO NOT select "Or create with classic My Maps" as this handout is based on the newer, "Google Maps Engine Lite"
3. Select "New Map" or if you are editing an existing map, select "Edit Map." You may give your map a title by clicking in the box where it says, "Untitled layer." Click the "Save" button.
4. To get started mapping, zoom in to your neighborhood area so that the entire area is visible in your monitor.

5. Select the "Add line or shape tool,"  located at the top of the map below the search bar.

6. Draw a border around your neighborhood or community by clicking and dropping points around the border.
7. To finish the border, click on your starting point. You will end up with a grey shape showing your neighborhood or community. Google Maps will name it "polygon" by default. Note: if you don't click on the first point to close the "polygon" your area will be a line rather than a polygon.

8. You may edit the area by deleting or moving points. Use the "Pan tool", , and click on the area to reactivate and edit the points that form your polygon.
9. To delete a point, click on it with the "Pan tool" to select it, right click then select "delete point." You may also delete the entire area and start over. If you have accidentally deleted your area or a point you wish to keep, use "Ctrl Z" to bring it back.

10. If you wish you may then name your "polygon" and add a description.

11. You may use the "Add marker"  tool to add place marks to your map in order to indicate locations of significance as well as, community assets in your COI. Click on the "Add marker" and then click the location on the map you want to mark.

12. Once finished, click the folder button,  in the left panel. Select, "Export to KML" then select the layer you created for your COI or if you have multiple points and areas on your map that you wish for the commission to see select, "Entire Map," click "Download," name the KML file and save it. You can view your KML outside of Google maps in the free version of Google Earth.

13. Email your KML file to the Commission at [districting@escondido.org](mailto:districting@escondido.org). Please be sure to include in your email to the Commission the name of your COI, the names of streets and other landmarks that form the boundaries, as well as the names of places and locations within the COI that are important to you.