Loft Locations using Google Earth

A step-by-step guide to obtaining a loft location using Google Earth under RPRA Rule 187

Please note: Google Earth is a stand-alone satellite imagery program which may be downloaded free from https://www.google.co.uk/intl/en-GB/earth/download/ge/agree.html – it is not a website, such as Google Maps.

For Windows

1. Open Google Earth
2. In the Search box (top left) type the postcode (or nearest) of the location to be obtained and press "Search" – the satellite image will zoom to the area requested
3. You can use the left mouse button to grab and move the image around, and the mouse roller or vertical slider on the right of the screen to zoom in to the required spot
4. Click on the "Add Placemark" yellow pin at the top of the screen
5. A "New Placemark" dialogue box (showing a latitude and longitude) and a pin in a flashing box will appear on screen
6. Click on the pin and drag it to the exact loft location
7. When you are satisfied that it is positioned correctly, type the name and loft number of the member in the top of the "New placement" dialogue box. DO NOT CLICK 'OK'.
8. Take a snapshot of the screen by holding down the shift key and pressing the Print Screen key (usually found to the right of the F12 key). [Note: this does not physically print the snapshot.]
9. Open a new Word document and paste (Ctrl V) the screen snapshot of the Google Earth image here.
10. Choose a location on your PC such as a folder and click "Save".
11. Print the Word document in landscape, with the image as large as possible, making sure that the latitude and longitude shown in the box is clearly readable.
12. The print must then be signed by the Club Secretary and sent to Racing Support at RPRA HQ for conversion to Ordnance Survey co-ordinates, together with a cheque or postal order for £3.11 and a stamped addressed envelope.

For Macintosh

Follow steps 1-7 as for Windows

8. PRESS CMD SHIFT & 3: this puts a screen shot directly onto Desktop
9. Close Google Earth
10. Open screen Shot from Desktop
11. From File menu click on Take Screenshot, Click from Selection, Drag + over and highlight full map and box with lat/long
12. From File Menu click Print (in landscape to show the image as large possible, making sure that the latitude and longitude shown in the box is clearly readable)
13. You can then save if required
14. The print must then be signed by the Club Secretary and sent to Racing Support at RPRA HQ for conversion to Ordnance Survey co-ordinates, together with a cheque or postal order for £3.11 and a stamped addressed envelope.

IMPORTANT:
- Google Earth lats/longs may not be used until they have been converted to Ordnance Survey (OS) co-ordinates by RPRA Headquarters.
- This method may be used in addition to OS maps and is not a replacement system.
- Prints from any websites or programs other than Google Earth are not acceptable.

(A downloadable copy of this procedure is also available on the RPRA website: www.rpra.org)