PRINTING GROWER FIELD MAPS OFF THE WEB   3-29-2018

A. <u>Google Earth</u>:

Very easy to use; easy to print map (either directly or via extraction to Word); easy to scale up or down; locator makes finding field area easy; streets, towns, and rivers labeled; possible to put icons and field borders in on fields (via "My Places" layer). However must download program (free); and scale not easy to set exactly . http://earth.google.com/

B. <u>NRCS Web soil survey</u>: **http://websoilsurvey.nrcs.usda.gov/app/**

Web-based and free; locate fields by a large variety of methods including address, state/county, latitude/longitude, TRS; township/range shown, in some areas section borders are shown; streets, cities, and rivers labeled; scale precise and adjustable; easy to print image directly, but it is not clean (only a ½-page map with web page clutter on it).

C. <u>Using the mapping option in eCertification</u>

There is an option to create your map now while completing your seedling application. This program prints the necessary information on each map so you would not have to spend all that time writing it on each map.   It is useful, though not essential, to know the Township Range and Oregon Quadrant of the field before starting. See Section C.

Quick Direct-Printing of Grower Field Maps Off The Web

A. GOOGLE EARTH:

(1) Install: If the program is not already installed on your computer, download Google Earth (go to http://earth.google.com/ and follow instructions for a free download).

(2) Open: Start up Google Earth.

(3) Locate Area: On the "**Fly To**" tab (upper left corner, under "search") Type in the town nearest to field (i.e. "Harrisburg, OR").

(4) Prepare screen: Under "**View,**" turn on "**Scale Legend**" and if you don't want them to show up on your printed map, turn off "**Navigation bar**" and "**Status bar**"

(5) Find Field: Select area of interest by holding down left mouse button and dragging map to locate your field(s) are visible and near the center of the map. Try to include at least one labeled road on the map. You can also use the arrow keys to move the map around in a linear manner, and zoom in and out with the scrolling wheel.

(6) Adjust Scale: To print a nearly 660-scale map, adjust size of the map so the scale bar (at the lower left corner) is as close to 2239 feet as possible. It is usually not possible to get it exactly at 2239 feet. The easiest way to accurately adjust scale is to use the "+" and "-" keys).

(7) Print: Print directly from Google Earth by selecting the print icon on the tool bar (upper part of the screen), selecting "Graphic of 3D View" and proceed to print. This generally results

in a fairly clean (uncluttered) ½ page map.   To print labeled full-page maps you can copy the map and paste onto a Word document (see "**Preparation of FULL PAGE Vertical Grower Maps from the Google Earth Website**" below).

B. NRCS WEB SOIL SURVEY:

(1) Open: http://websoilsurvey.nrcs.usda.gov/app/ in Internet Explorer or Firefox.

(2) Start program: Click "**Start WSS**" (big green button)

(3) Locate field area: Under "**Quick Navigation**" either on the left side or bottom of the screen) select the way you want to locate your field. Choices include address, state/county, latitude/longitude, and TRS, or simply select an area by holding down the left mouse button and marking in a box over the area your field is in, and then releasing mouse button (will take several repeats to get to your field area).

(4) Locate field: When you are in the approximate area of your field, you can drag the screen map to your field by selecting the little hand on the tool bar (top of screen) and holding the left mouse button down while you move the curser across the screen in the direction you want the map to move (i.e., to move the map west, hold the left mouse button down and move the map to the right).

(5) Correct the scale: To print a nearly 660-scale map, click on "**scale**" and adjust the bar as noted, then select **1:3960**.

(6) Print the map: File → "**Print**" (depending on your browser). This is not clean full-page map: it is only a ½ page map that has web page clutter on it. To print a good, full-page, clean map, see "Preparation of Full Page Vertical Grower Maps the Web Soil Survey Website".

C. USING THE MAPPING OPTION IN eCERTIFICATION

https://w3.oscs.orst.edu/online/

(1) Log into the eCertification page with your grower PIN.

(2) Select the option 5 "C**reate Field Application for Certification**"

(3) Complete the application by filling in the required fields *.

(4) Hit "**Submit**"

(5) Read ALL the instructions on this page, then click "**Send Application**"

(6) Select "**Get a Copy of Application**" (for printing and mailing)

(7) If this is your first time to use the mapping option read through the "**Mapping User's Guide**" (click just below "Submit Field Boundary Map" option).

(8) Select "**Submit Field Boundary Map**" option at the bottom of the page. This bring up a map of the area your field is in (if the correct TRS and Quadrant was chosen) or a map of Oregon (if no or an incorrect TRS is chosen). Zoom into the area where your field is located (or move the map to show the field holding down your left clicker and moving the mouse).

(9) Click the "**Mark Field Center**" button at the top of the screen to 'pin' the field;

(10) Click "**Mark Boundary**" button to mark the borders of the field.

(11) Edit boundary if needed using the "**Edit Boundary**' button.

(12) **Print** map (button at right side at top of the map).

* **NOTE 1**: The easiest way to use this option is put in the correct **Township-Range**-Section and **Oregon Quadrant**. See http://seedcert.oregonstate.edu/guidelines "Oregon Quadrant Explained" to select the correct Quadrant. This is <u>NOT</u> the area of the section where your field is located, it is the area of Oregon (one of four) of your TR, designated by the letter that follows the Township and Range, i.e. the "s" and "w" in Township 13s Range 5w).

To find the correct Township and Range select "TRS Map (Willamette Valley)" for fields in the Willamette Valley, or for fields elsewhere, by using the NRCS site: http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx ("Part B" above).

PROCESS: Select the **PLSS option**, enter the "**state**" (Oregon) then enter your best estimate for the **Township** and **Range**, making sure you have the correct Oregon quadrant designates correct, and leaving the "section" blank. A Township-Range area including your field should show up with the TR noted in the center and the sections showing up in the center of each section block. If not, use the "-" icon at the top to back out and move to the area where your field is, then use the "+" icon to zoom in to where your field is to see the TRS.

NOTE 2: Even though you 'submit" the field application and map online, <u>you still need to print both and mail in</u>. These do not end up in the OSCS database until received (by mail) and processed by the Office Manager, Brandi Cox. Going through this process (both the field application and the map) does not mean your field is signed up.

Preparation of Full Page Vertical Grower Maps from <u>Google Earth</u>

These maps print approximately 660-scale and can be saved to an electronic "maps file" to be re-printed at a late date as needed.

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1. Open Google Earth. Under "View," turn on "Scale Legend" and turn off "Navigation bar" and "Status bar" if you don't want them to not show up on the printed map).

2. Select the area of interest.

3. Adjust the map size so the scale bar (at the lower left corner) = **<u>2239</u>** (this is about 1.68 miles across the screen on my computer, easiest way to adjust accurately is to use the "+" and "-" keys). *

4. Move the field of interest to the lower <u>left</u> area of the screen (hold down left curser button and "drag" the map of what you want in the final print over to the lower left corner).

5. Copy Image (select "Edit" at upper part of screen, then select "copy" and "copy image").

6. Open up a blank Word page, vertical, with ½ inch margins. (I keep a blank in a map file.)

7. Paste the image on the page (right-click, "paste")

8. Reformat picture (right-click "Format Picture" at bottom) to the following settings:

      Size: Height = **10"**   (this is larger than the page printed but that's OK)

      Layout: "**behind text**" "**left**"

            Advanced: (at lower right of Layout box)

                Select – **Horizontal, Alignment left, page; Vertical, Bottom, Margin**

<u>Additional tips</u>:

Saving maps: For reprinting maps at a later date, save the file on your hard drive in a "Maps" folder giving it the file name of the "TRS-grower" for easy retrieval.

Addition of Text Box: One can also add a text box to the upper right with the growers name and the TRS.   "Insert" $\Rightarrow$ "Text Box," move the curser to desired location, press left mouse button and make a box, then type in desired info, font 16 works well (or copy/paste the example below). A **section circle** can also be inserted as a text box in the corner of the blank maps and then moved to where it is appropriate.

* These instruction give a nice 660-scale map on my computer, you may need to adjust the "scale" number on the Google Earth page a bit to get a 660-scale on other computers.

Preparation of Full Page Vertical Grower Maps from the WebSoilSurvey Website

These maps print approximately 660-scale and can be saved to an electronic "maps file" to be re-printed at a late date as needed.

1. Go to the NRCS Soil Survey website at: http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx

2. Select method of field selection (address, state/county, latitude/longitude, TRS). If township and range (PLSS), insert correct state and T-R and click "show township and range layer." NOTE: Even though there is a box for it, **don't put in section** unless you know in advance that the section layer exists in your area. When this layer is not in the database, it fouls up and delays the selection process! When the map appears, I generally select the "view full-width map" icon (at upper right, small green square).

3. Click "scale" and adjust the scale bar to 1 inch.

4. Find the area you wish to print by highlighting it (hold down left mouse button and draw a box around the area you want, then release).

5. Set scale at 12,000 (click little black triangle net to the scale button).

6. Move the field of interest to the lower left area of the screen (click on the little hand in the upper left area, then move the curser to the field/area of interest, hold down the left curser, and drag the map over). Try to include at least one labeled street in your map.

7. Copy Image (right click, select "copy image"): must be in Internet Explorer to use this option!

8. Open a blank Word document, vertical, with ½ inch margins (or open a blank map template file, see below).

9. Paste the image on the page (right click, "paste")

10. Reformat picture (right click "format picture" at bottom) to the following settings:
    Size: Height = **12"** (this is larger than the page printed but that's OK)

    Layout: "**behind text**" "**left**"

    Advanced: (at lower right of Layout box)

    Select – **Horizontal, Alignment left, page; Vertical, Bottom, Margin**

Additional tips:

Saving maps: To reprint maps at a later date, save the documents on your hard drive in a "Maps" folder giving it the file name of the "TRS-grower" for easy retrieval.

Addition of Text Box: One can also add a text box to the upper right with the growers name and the TRS. "Insert" ⇒ "Text Box", move curser to desired location, press left mouse button and make a box, then type in desired info, font size 16 works well (or copy/paste the example below). A **section circle** can also be inserted as a text box in the corner of the blank maps and then moved to where it is appropriate.. In some areas these already appear on the Web Soil Survey maps.