

Directions for Obtaining the Latitude and Longitude for your Well Location in Google Earth

1. **Download Google Earth to your computer.** Visit the Google Earth website at <http://earth.google.com/>. Use the [Download Google Earth 5.0] button located at the top left-hand side of the screen. Follow the directions to download Google Earth to your computer.
2. **Open Google Earth on your Computer.** Go to the [Start] button on the lower left-hand side of the task bar at the bottom of the screen. Choose the *Programs* file and then choose *Google Earth* file. A large, blue earth will be displayed on your screen when the program is open.
3. **Set the latitude and longitude in Google Earth to Decimal Degrees.** This is important because you need a latitude and longitude location for your well in decimal degrees to enter your ground water levels into the OWRD Online Database. Go to the [Tools] tab on the task bar at the top of the screen. Choose the [Options] tab. Under the [3-D View] tab, look at the [Show Lat/Long] tab. Select Decimal Degrees from the top of the list. Press [Apply]. Choose [OK].
4. **Zoom to your house location.** Under the [Fly To] tab at the top of the screen on the left-hand side, type your home address including the city and state. Caution: this may not zoom exactly to your house. You may have to search the screen until you can visually locate your house. Zoom to your house when found.
5. **Find your well location.** View your property until you can find the exact location of the well house or well location. Zoom very close to the well location when found.
6. **Obtain an accurate latitude and longitude of your well location.** Place the cursor (shaped like a hand) over the well location. At the bottom of the screen in Google Earth, you will see the latitude and longitude displayed (see below). Zoom close enough to the well location so that when you move your cursor in tiny circles only the last digit of the latitude and the longitude moves. This will ensure that you have a more accurate latitude and longitude location.



7. **Record the latitude and longitude location of your well.** Once you have obtained an accurate latitude and longitude location, record this information on a piece of paper. Enter 7 digits for the latitude and 8 digits for the longitude. (Don't forget the negative sign for the longitude.) Example: Latitude: 45.01441 and Longitude -123.11329. This information will be entered into the online database at OWRD.
8. **Enter the latitude and longitude of the well location into the OWRD Online Database.** After you have collected your ground water level measurements, navigate to the OWRD Online Database on the Neighborhood Ground Water Network webpage at http://www.wrd.state.or.us/OWRD/GW/NGWN_Homepage.shtml. Enter the latitude and longitude of the well location along with your ground water level measurements.

Congratulations.

You have just recorded the latitude and longitude for your well in decimal degrees.