

2024 OLA Boundary Map Instructions (Using Google, My Maps)

<https://www.google.ca/maps/about/mymaps/>

To use the OLA Boundary Maps, you must have a Google account/Gmail address. Should you not currently have a Gmail account, simply Google "Create a Gmail account".

For 2024, there are three different OLA Boundary Maps:

- Minor Box
- Minor Field
- Women's Field

League/Zone Reps may send your Gmail address to ron@ontariolacrosse.com (instructions below). You will receive a Gmail from Ron MacSpadyen, OLA Program Director, with an invitation to view the map.

Club Registrars can request access to the map(s) from your League/Zone Rep.

HOW TO COPY YOUR MAP

- Open the map.
- You will be shown a Google map with a Red legend on the left side, at the top right corner of the Legend are three small dots.
- Select the dots, you will be given several options, select: copy map.
- Save your copy of the map, this becomes an edit style copy of the map. **Your copy is the map you will be using and distributing/sharing with your clubs. Anyone receiving a map will need to copy and save the map to be able to use in an edit style format.**

Open your copy, you will now see a map different than the initial red legend map, this is an edit style map. This map has a tool bar in the top center of the map and a white legend on the left side.

HOW TO SHARE A MAP

Four simple steps to share the OLA Boundary Maps:

The Menu on the left of your map shows: Add Layer, Share and Preview

1. Select: Share
2. New in Google for 2024 is a quick link sharing option, you can copy the link and email to the registrar. Copy link and send via email/Gmail. If you prefer to send link directly from the drive, select drive and add their Gmail to your list.

Important Note: when you are using the drive option to send invitations to your map, on the right side of their name in a pull-down menu is the option to have them as a viewer or editor. Be sure you select VIEWER, otherwise any inadvertent changes to the map at club level will change your map!

3. Select: Send
4. Share instructions on how to copy map with recipient(s).

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HOW TO MEASURE DISTANCE FROM ADDRESS TO CLUB(S) BOUNDARIES

Open your edit style map, the map will have a tool bar in the top center of the map and a legend on the left side. If you have a red legend on your map, please see: How to Copy Your Map (above).

Each club's boundaries are shown on the map. Green colored pins have been placed at the roads that intersect the boundaries for each club. When measuring the distance from the address to the clubs you will be using these pins

1. Enter address in search bar, select address being sure to check postal code etc. A green icon will appear with the address plotted on the map.
2. Below the search bar you will see a menu with tools, select add directions. A small box will open on the bottom left of the screen below the side legend, labeled 'Untitled layer'... Hover your mouse above the green icon where your address is plotted and select the icon; it will insert the address into the untitled layer. Expand the map till you see the clubs you wish to measure the distance to (tip: you can roll the wheel on your mouse to expand or shrink as desired). Select the pin that best suits the well-travelled route from the address to the club.
3. Your 'Untitled layer' will now change its title to 'Directions from address'... there are three small dots to the right of this new title, select the dots and you will have three choices, select; step by step directions. It will provide you with the rounded up/down measurement at the top of the box that pops up on the upper left side of the screen.
4. To measure to another pin or another club, simply close the top box showing the directions, return to the directions from address box and delete the pin from the lower left box, 'untitled layer/Directions from address' and select a different pin. Tip: do not delete the address you are measuring, just delete the pin you have already measured, hover your mouse over the pin number and an x will appear beside the number, by selecting the 'x' it will delete the information. Note: remember to delete the address if you save it to your map.
 - Note for trouble shooting: Each time you check a measurement an 'untitled layer' is created. Be sure to delete the untitled layer when you are finished your measurement. The map has a limited number of 'untitled layers' before it will stop working. If your map stops working be sure to delete the untitled layers and clear the cache on your computer

Easy Access to Your Maps:

1. Google My Maps
2. Sign into your Google Account.
3. You'll see maps you've made or viewed as well as maps shared with you.

Please direct all club boundary questions and map improvement ideas to OLA Program Director, Ron MacSpadyen at: ron@ontariolacrosse.com

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