How to Report Your Coqui Control Efforts

1. Open Google Earth
   Google Earth:
   https://www.google.com/earth/

2. Zoom to Site
   a. Manually Zoom
   b. Enter Desired Address in Search

3. Click “Add Polygon” located in the Tool bar
4. Click, Hold, and Drag to create a polygon representing where you sprayed

5. Type spray area’s Gallons and Date into the New Polygon’s pop-up window
   a. Optional: change a polygon’s color (choose (“Style, Color”)) if drawing multiple date's spray areas
6. Take a Screenshot
   a. on Mac

   Take a screenshot of your whole screen
   1. Press Command (⌘) + Shift + 3.
   2. Find the screenshot as a .png file on your desktop.

   Take a screenshot of part of your screen
   1. Press Command + Shift + 3. The pointer changes to a crosshair pointer.
   2. Move the crosshair pointer to where you want to start the screenshot.
   3. Drag to select an area. While dragging, you can hold the Shift key, Option key, or Space bar to change the way the selection moves.
   4. When you've selected the area you want, release your mouse or trackpad button. To cancel, press the Escape (esc) key before you release the button.
   5. Find the screenshot as a .png file on your desktop.

7. Email to MISC
   a. Abe anv@hawaii.edu
   b. Lissa miscpr@hawaii.edu

Use Snipping Tool to capture screenshots

   b. on Windows

   Open Snipping Tool

   For Windows 10
   Type Snipping Tool in the search box on the taskbar, and then select Snipping Tool.

   Capture a snip

   In Snipping Tool, select the arrow next to the New button, choose the kind of snip you want, and then pick the area of your capture.

   Save a snip

   1. After you capture a snip, select the Save Snip button.
   2. In the Save As box, enter a file name, location, and type, and then select Save.

Questions?

Thanks!