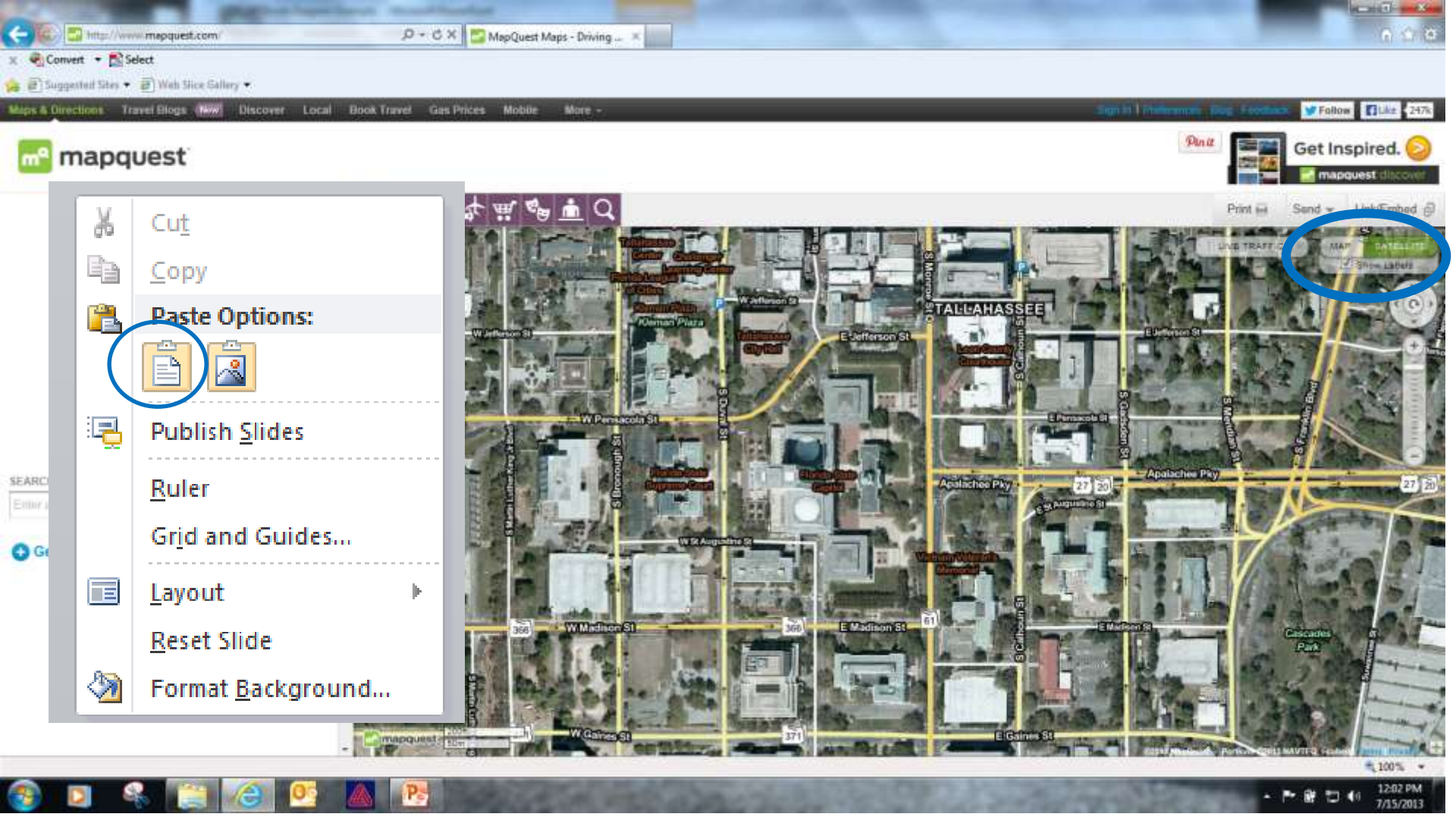
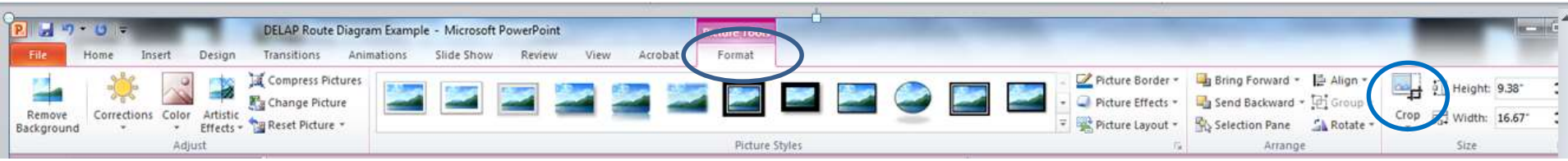
Primary Driving Test Route for (Name of Site goes here)

- How to capture a map/picture from the internet for your route diagrams (Google Maps, Map Quest, etc..), press either the Ctrl & Prnt Scrn keys or the Fn & Prnt Scrn keys depending on the color configuration of the keys on your particular keyboard. If the Prnt Scrn lettering on your keyboard are white letters (as seen above) then use the Ctl & Print Scrn keys together, if the Print Scrn key lettering is Blue in color and the Fn key lettering is Blue in color then use the Fn & Prnt Scrn keys together.

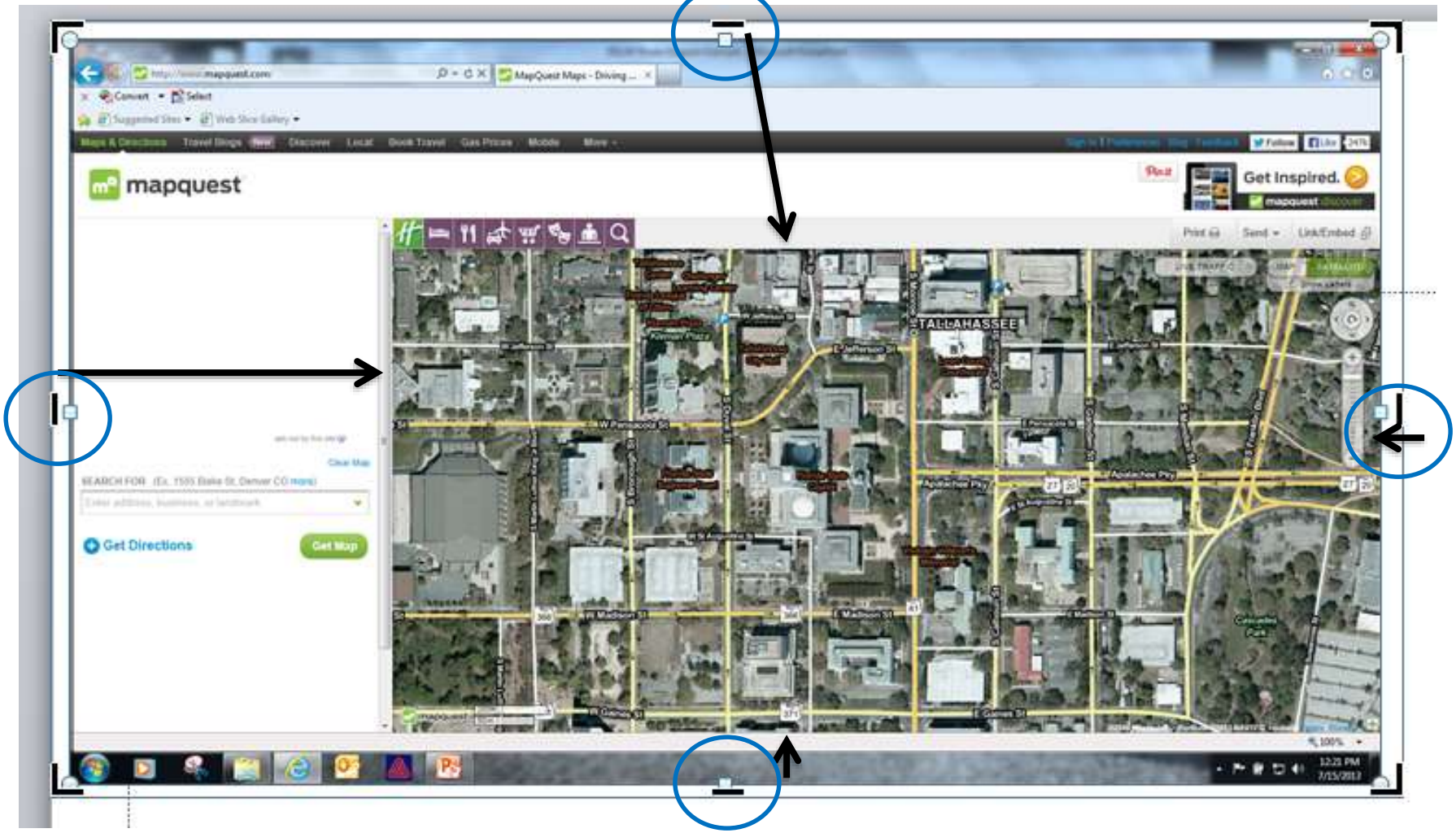


- On a new Slide in Microsoft Power Point, you want to right click and select the paste option (as seen above). This will paste the entire screen shot that you captured using the previous slide.

NOTE: This picture/map was captured in Satellite mode. You may use either map or satellite mode (shown in upper right corner of map, examples of both shown later).



- Next you want to select the Format Tab at the top of the Screen.
- After selecting the Format Tab, you will see the Crop button to the far right. Select the Crop button to allow you to remove all of the unwanted picture that will not be needed for your diagram (or resize to what you need only).



- Once you have selected Crop, you can scroll up to until you see the single solid black crop line (as seen above). Left click and hold on the solid crop line and drag it down until you reach the desired placement (just above the map) of the picture you want captured (removing everything above the crop line). Repeat the same steps for the bottom, left and right sides (picture of a fully cropped map on the next slide).

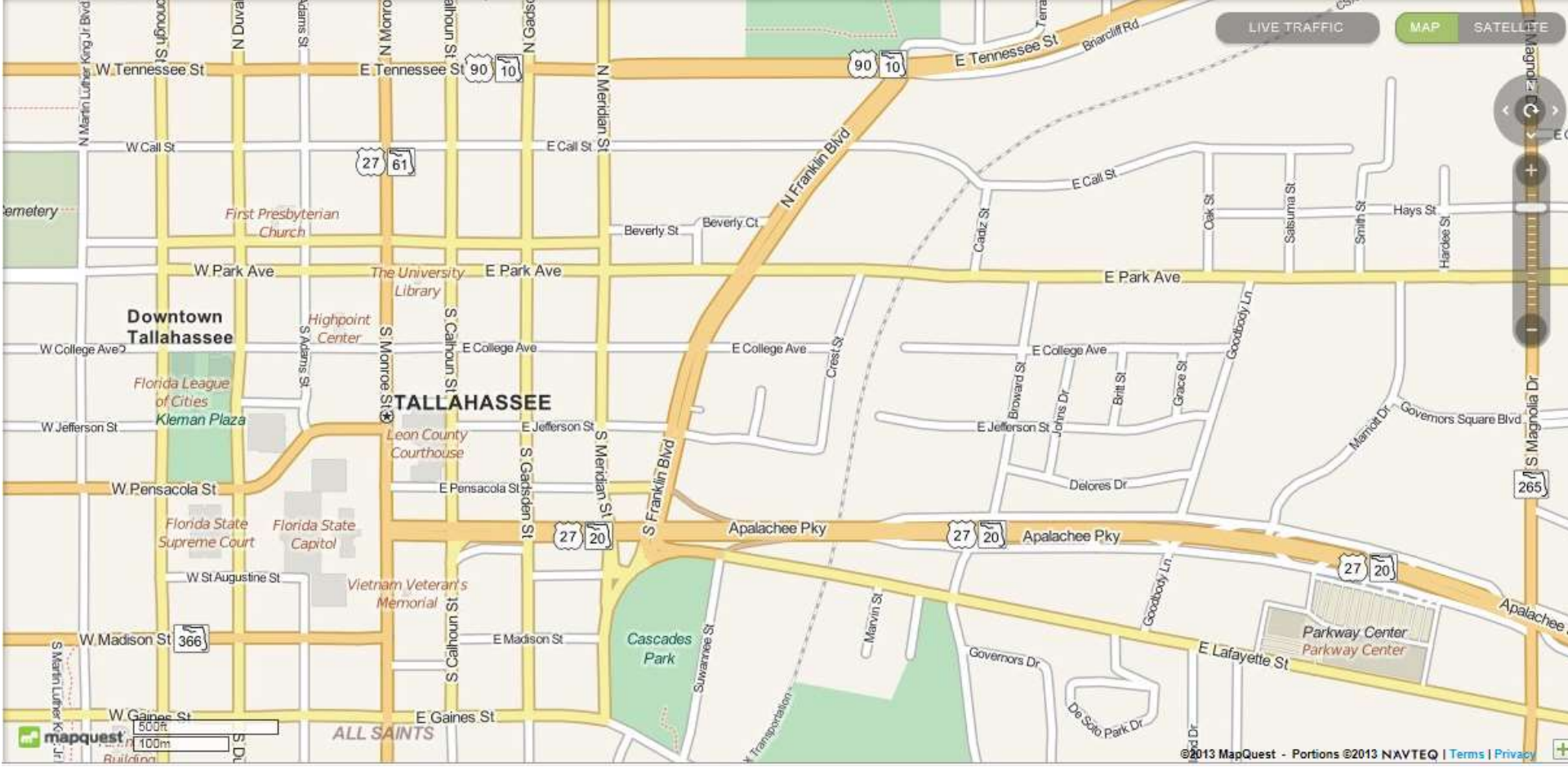
- Once the map is cropped, you can resize the map to fit the page.
- First, left click on the map to ensure that the map is selected (you will see the resizing dots appear once the map is selected as shown above). Next, using the direction arrows on your key board (as shown to the right) move the map to the upper left corner of the slide (shown above).

- Next you want to left click and hold as you drag the lower right corner resize dot to the right edge of the slide (resizing the map to the slide as shown on the next page).

Note: be sure to drag diagonally (down and away) to keep the map from being miscued.

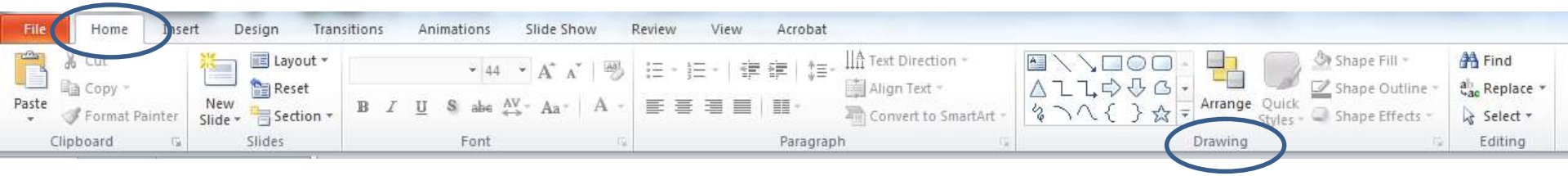
(Sample of a Satellite View)

- After resizing your map to the size that you want, you can now start working on the Map Legend that will make your map make since.

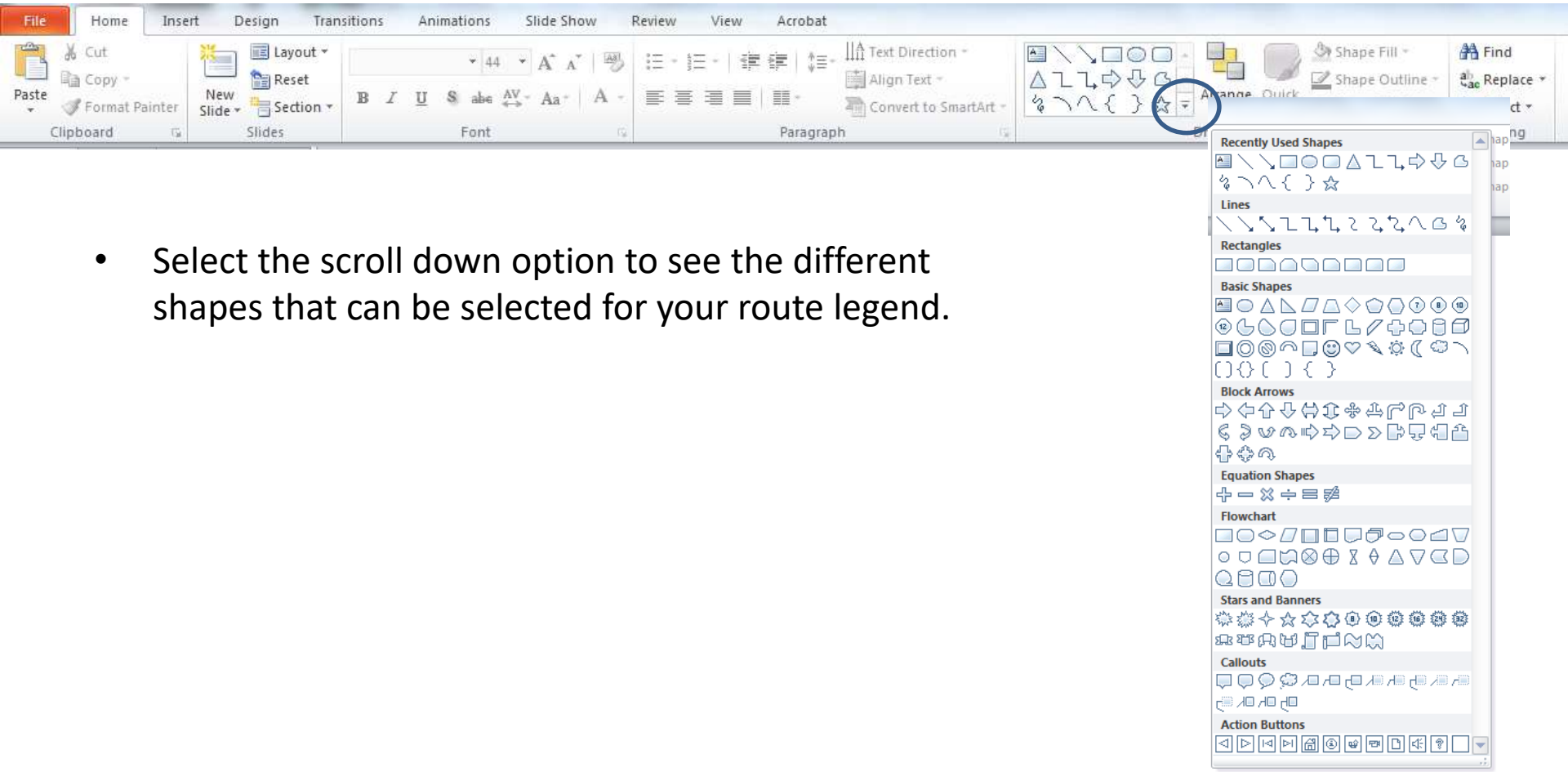


(Sample of a Map View)

- After cropping your map to the size that you want, you can now start working on the Map Legend that will make your map make since.



- From the Home Tab, use the Drawing pane above to select the desired shapes and figures that you will use on your route diagram. (if you have an electronic copy of this presentation, you can use the copy/paste option with the same symbols on your diagram and legend).



- Select the scroll down option to see the different shapes that can be selected for your route legend.

Legend for Driving Test Route (Primary Route)

= Start/Stop Test (FL State College parking lot)

= Stop Sign

= Direction of travel

① = Straight-In Parking (Parking lot of FL State College)

② = Turnabout (3-Point turn= S. Adam St.)

③ = Quick Stop (S. Adam St.)

④ = Straight line Backing (S. Adam St.)

⑤ = Parking- On Grade (Parking lot of FL State College)

⑥ = Graded Left turns (total of 3= (1) W Park Ave to S. Monroe Ave., (2) S. Monroe Ave. to E. Tennessee St., (3) E. Tennessee St. to S. Bronough St.

⑦ = Graded Right turns (total of 3= (1) E. Jefferson St. to S. Monroe Ave.,(2) S. Monroe Ave. to E. Madison Ave., (3) E. Madison Ave. to S. Duval St.

W Tennessee St
E Tennessee St
N Martin Luther King Jr Blvd
N Duval St
N Adams St
N Monroe St
S Calhoun St
N Gadsden St
N Meridian St
90
10
6
W Call St
E Call St
27
61
Cemetery
First Presbyterian Church
Beverly St
W Park Ave
The University Library
E Park Ave
2
6
Downtown Tallahassee
Highpoint Center
S Adams St
S Monroe St
S Calhoun St
W College Ave
E College Ave
3
Florida League of Cities
4
Kleman Plaza
TALLAHASSEE
W Jefferson St
E Jefferson St
Leon County Courthouse
S Gadsden St
S Meridian St
S Franklin Blvd
6
1
7
W Pensacola St
5
E Pensacola St
Florida State Supreme Court
Florida State Capitol
27
20
W St Augustine St
7
7
Veteran's Memorial
W Madison St
366
E Madison St
Cascade Park
S Martin Luther King Jr
W Gaines St
E Gaines St
500ft
100m
mapquest
ALL SAINTS