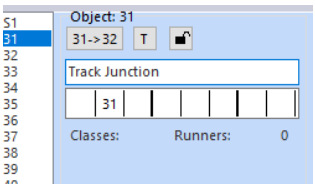
Night Streets – Course Setting Instructions

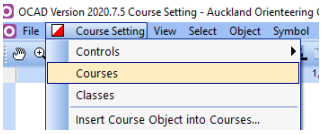
Setting the course

1. Open the street map you have been sent in OCAD as a background map at a scale of 1:15 000. (OCAD instructions)
2. Place 20 controls on the map, as well as a Start and Finish. When placing controls, take the following things into consideration:
    - There should be several almost equal options for the different course lengths (6, 10, 14 and 18 controls)
    - Ensure there are route choice options between controls wherever possible
    - Controls should sit comfortably on an A4 sheet of paper, with room for control descriptions and titles.
    - Make sure that the approximate lengths for the different courses are appropriate, as below. Remember that distances will be shorter relative to the amount of climb in the course
        - 4 - 5km (6 controls)
        - 7km (10 controls)
        - 9km (14 controls)
        - 11-12km (18 controls
    - Unlike other forms of orienteering, the actual feature does not need to be marked on the map. This gives flexibility for placing controls part way along streets, using descriptions such as “tree outside no. 38”.
    - Remember that with Maprun there is a range of several metres, so slightly vague descriptions, such as “east road junction” are adequate.
    - Make sure that your control circles are not too close to areas you can’t access, such as in backyards, so that Maprun functions correctly. This may mean putting the circle in the middle of the road, and using house numbers to indicate which side of the road the actual control is.
    - Controls should be on roads or in very well lit areas of parks. Connecting paths may be good route choices, but people should be able to avoid them if they wish. Particularly for those doing the shorter courses (often young people), think about the safety aspects of route choices.
    - Check any paths that might be used as route choices. If they are not well lit or too long, they are not safe and should be marked with red crosses.
    - The controls need to be numeric, but it doesn’t matter what the numbers are. OCAD defaults to 31 - 50, so you can simply accept that.
3. Enter control descriptions.
    - This can be done using Google Street View initially, then followed up with a visit to all the control sites to double check that Google had it right.
    - Click on each control in turn and enter the control description above the control number at the top of the blue box

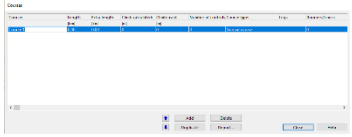


- Use English descriptions (not IOF symbols)

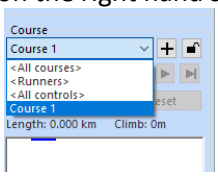
4. Create a course in OCAD using all the controls
   - Go to Course Setting/Courses



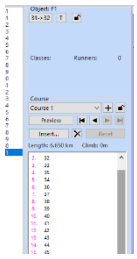
   - Click on ADD and Course 1 will automatically appear.



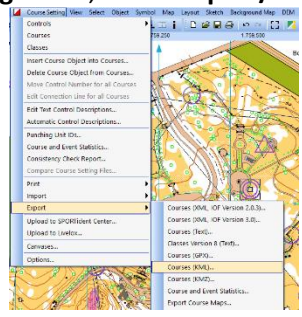
   - Close this box.
   - In the blue box on the right hand side, under **Course** select **Course 1.**



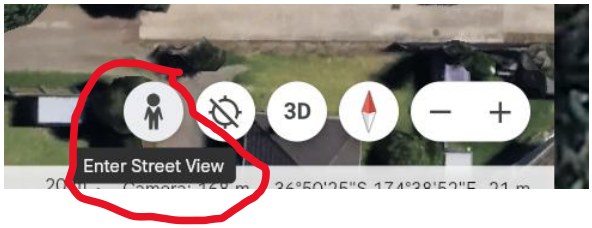
   - Enter your course by double clicking S1, then all of your controls (in any order) and finally F1. They will appear in the box under Course.



5. From the **Course Setting** menu, select **Export/Courses (KML)** and save to your computer.

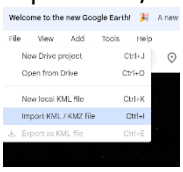


6. If you **have Google Earth Pro** (see number 7 if you don't have this app)
   - Double click the KML file on your computer
   - Zoom in and check the pins where your controls are.
   - Double check via Google Street View

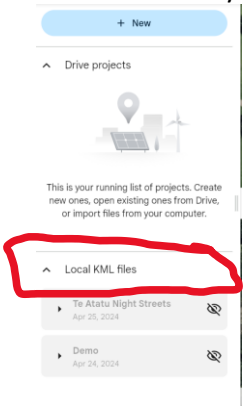


- If the pins are not where you want them, decide if the pin or the OCAD circle needs moving. The second option is more common.
  - The OCAD map may not be perfectly aligned, so if the pin does not appear at a track end in Google Earth, for example, although it was placed there in OCAD, move the pin. You do this by right clicking the pin, going to PROPERTIES and then moving it. Next you will need to right click the name of your file on the left and click on save place, then save it with a new name.
  - If you have put the control outside a particular house, you may need to move the circle in OCAD to ensure it is the right distance along the road. When you do this, do not export the KML file again. Simply make the change in OCAD, so that the printed map is correct.

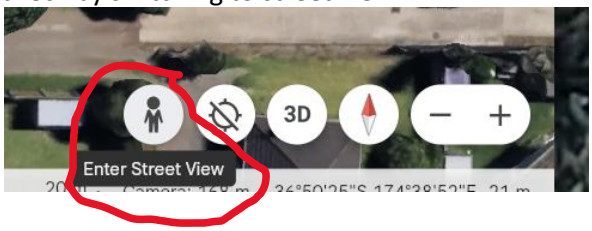
7. If you **don't have Google Earth Pro**
   - Open Google Earth.
   - In the **File** menu, select Import KML/KMZ file



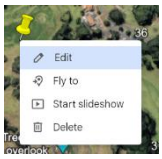
   - This file will appear as "Untitled" under Local KML files. Hover over it and click the three dots that appear. Select Rename and name your file.



   - Zoom in and check the pins where your controls are.
   - Double check by switching to street view

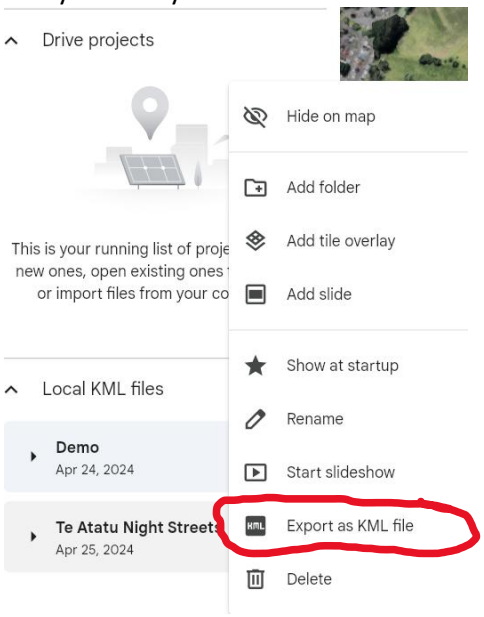


- If the pins are not where you want them, decide if the pin or the OCAD circle needs moving. The second option is more common.
  - The OCAD map may not be perfectly aligned, so if the pin does not appear at a track end in Google Earth, for example, although it was placed there in OCAD, move the pin. You do this by right clicking the pin, clicking the pencil (edit), and moving the pin.



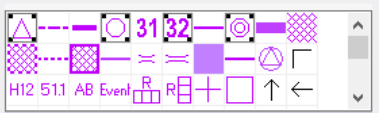
  - If you have put the control outside a particular house, you may need to move the circle in OCAD to ensure it is the right distance along the road. When you do this, do not export the KML file again. Simply make the change in OCAD, so that the printed map is correct.

- Click on the three dots beside your file again and select Export as KML file. It will automatically save to your downloads folder.

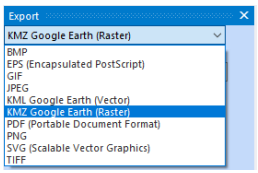


- Upload this file to your event folder in Dropbox

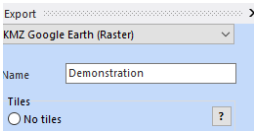
8. Produce the KMZ file for Maprun
   - Open the event in OCAD.
   - In the top right corner, select the symbols from start triangle through to the finish double circle. (Use control to select multiple items)



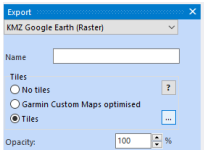
   - Press F4 to hide these symbols on your map.
   - In the **File** menu, select Export.
   - In the box that appears on the right, select KMZ (immediately below Export)



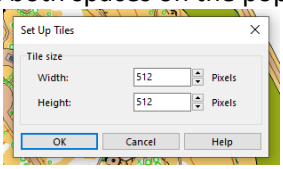
- Give your map a name
- The name can have no special characters – OCAD gives it a name with a . in it – you will need to remove the . from the name



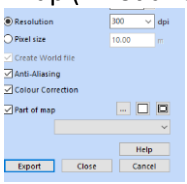
- Then just below this, select TILES and click on the three dots beside it.



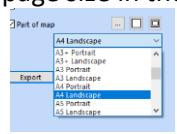
- Ensure 512 is entered in both spaces on the pop up. Then click OK



- Set resolution to 150
- Now tick Part of Map (if not already ticked)

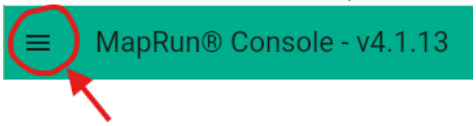


- Select relevant page size in the rectangular box (probably A4 landscape or portrait)



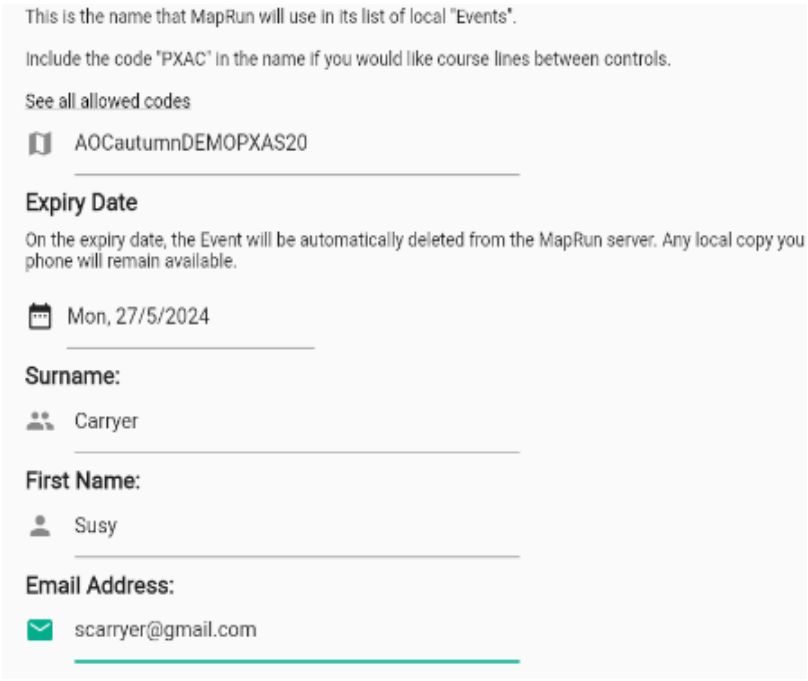
- Move the print frame that has appeared around your map to the correct position and click EXPORT in the blue box on the right
- Click OK on the pop up
- Select All Controls and click OK
- Save this file in an appropriate place. (removing the extra . from the name)
- F2 will make all the hidden symbols reappear on your map.

9. Upload your event on Maprun
   - Go to https://console.maprun.net/
   - Click the three lines at the top left

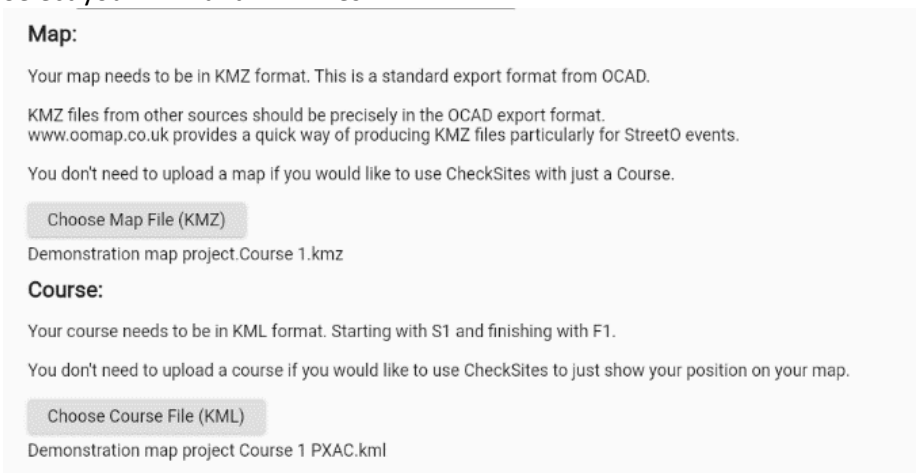


   - From the Dropdown Menu, select Setup Check Sites

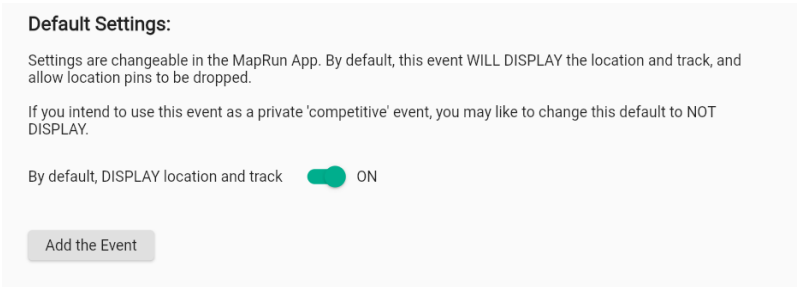
- Fill in the fields
  - Name: AOCautumnNS(date) (or AOCspring(date). Thus the event on 7 May 20204 will be called **AOCautumnNS070524**.



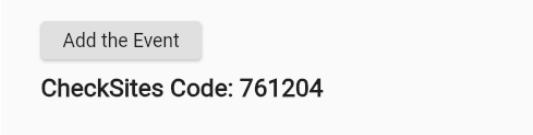
- Select your KMZ and KML files



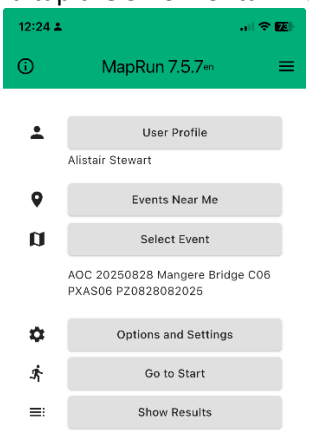
- Click on “Add the Event”



- Record the 6 digit number that appears. You will need this later to get to your event in Map Run 6.

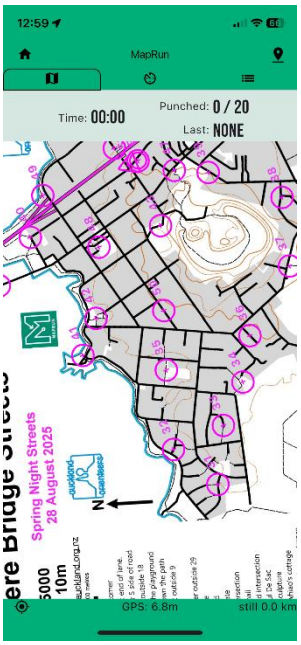


10. If you have not yet done so, load MapRun onto your phone by clicking on the relevant link
    - Google Play (Android)
    - App Store (Apple)
11. Open the app and tap the 3 horizontal lines in the green at top



12. Choose CheckSites

13. Enter the 6 digit code from earlier and click OK
14. When you are at the location of your map and you are ready to start checking click Go To Start in MapRun. You will see your entire map with all controls. NOTE: if you are not at the start triangle then set the option “Start Anywhere (SAW) – Start at any control” to on (green) before you Go To Start. (This option is well down the list just above PREFERENCES.)



15. Move towards each control site. The software should respond when you are within 8 – 15 metres of the position. If it doesn’t do so, then your control circle/KML pin may need to be shifted. (Return to Step 6 if you can’t remember how to do this.) Usually, the reason it doesn’t react is that you have inadvertently placed the marker in private property, and you need to pull it out a bit.

16. You can do the final preparation of your map by adding control descriptions in OCAD by placing the right angle symbol. (See relevant section in the Using OCAD for Event Setting document). A generic layout will be shared with you via Dropbox, along with the other information.

17. Contact the Stewarts to let them know your course is ready for upload to MapRun. They will also help you with any final tidying and adding control descriptions as needed.