

# Concrete Coalition San Francisco - Virtual Sidewalk Survey

## How the Virtual Sidewalk Survey Works

1. Look up your assigned addresses\* in the spreadsheet *CCSF\_Virtual Survey.xlsx* in the shared dropbox folder.
2. Use Google or Bing maps to find a good image of your first assigned address.

*If Google or Bing can't find a specific building right away, the assigned address might have changed or might no longer exist. In these cases, it can be helpful to look at the Sanborn maps online to locate the address first, as a reference (<http://ec2-50-17-237-182.compute-1.amazonaws.com/PIM/>). But you don't have to do that. If you can't find the assigned address, don't worry. Just skip it, and go to the next one.*

3. Save a screen shot of the street view image as a jpg or png.
4. Rename the image as the building address (see below).
5. Upload the image to the dropbox folder *Virtual Survey Photos*.
6. Repeat steps 1-5 for your next address.
7. When you're done, send an email to [Hayley@eeri.org](mailto:Hayley@eeri.org) to tell her which addresses you've done.
8. Optional: If you're able to do more, email [Hayley@eeri.org](mailto:Hayley@eeri.org) to be assigned additional addresses!

\* We've assigned you 10 addresses to start. If you can only do a few of those, that's fine. If you want to do more, see step 8.

## If You Need Help

Email any of our excellent interns:

- Hayley Dickson, [Hayley@eeri.org](mailto:Hayley@eeri.org)
- Brijhette Farmer, [Brijhette@eeri.org](mailto:Brijhette@eeri.org)
- Charles Mendoza, [Charles@eeri.org](mailto:Charles@eeri.org)

## Find and Frame the Shot

Using Google maps (<https://maps.google.com/>) or Bing maps (<http://www.bing.com/maps/>), type in the address to get a plan view. Then:

- Click on the little person icon to activate Google Street View or Bing Streetside, to get a street level view.
- Zoom and pan with your mouse as needed to frame the shot.

If the address does not exist, or the building there is obviously not the one from the 1980-era Sanborn map, just go to your next address. If you're not sure, just take a shot of the building that *is* there, and move on.

## **How to Take Screen Shots**

Once you've framed the view, take the screen shot like this:

**Windows:** Use the *Snipping Tool* to select a portion of your screen and then save it as an image. To access the *Snipping Tool*, enter "snipping tool" in the *Search Programs and Files* space in the Start menu.

**Mac:** Press *Command+Shift+4*, then click and drag with your mouse to frame the shot. The image will save to your desktop.

## **Take One Good Screen Shot**

We are looking for ONE good photo of a building elevation. You might need to zoom out or relocate your "view" down the street a bit to get the best shot.

- The best photo is one that captures the full height and width of the building from any side. If it's too tall to get the full height, get as much as you can with the full width.
  - A view from an angle, showing the full street-facing elevation and part of a side, is often best, but is not necessary if it's hard to get.
- Submit ONLY ONE photo. Please do *not* put more than one photo of the building into the *Virtual Survey Photos* folder unless your address has more than one building (almost none do).
- If the best view is obscured by trees or traffic, you can try a 45-degree or "bird's eye" view. An overhead "plan" view, however, is not useful to the project.

## **Saving and Naming the Images**

After you screenshot or use the snipping tool to capture the image from street view, rename the image using the following pattern: **Street number (space) Street Name**

*Example: 888 Bush.jpg* (Note: .png files are ok too.)

Include the street type ("street," "avenue," etc.) in the file name ONLY if it's a numbered street.

*Example: 350 9th St.png*

If the spreadsheet has multiple house numbers, just pick one.

*Example: Given "586, 582, 578 Turk," name as "586 Turk.jpg"*

**Example: 859 Prague Street**

Type the address into Google or Bing and go to street view



Snip or screen shot the picture and save as *859 Prague.jpg*

Upload this image into the dropbox folder, and then repeat with your next address!

Thanks for your help! :)