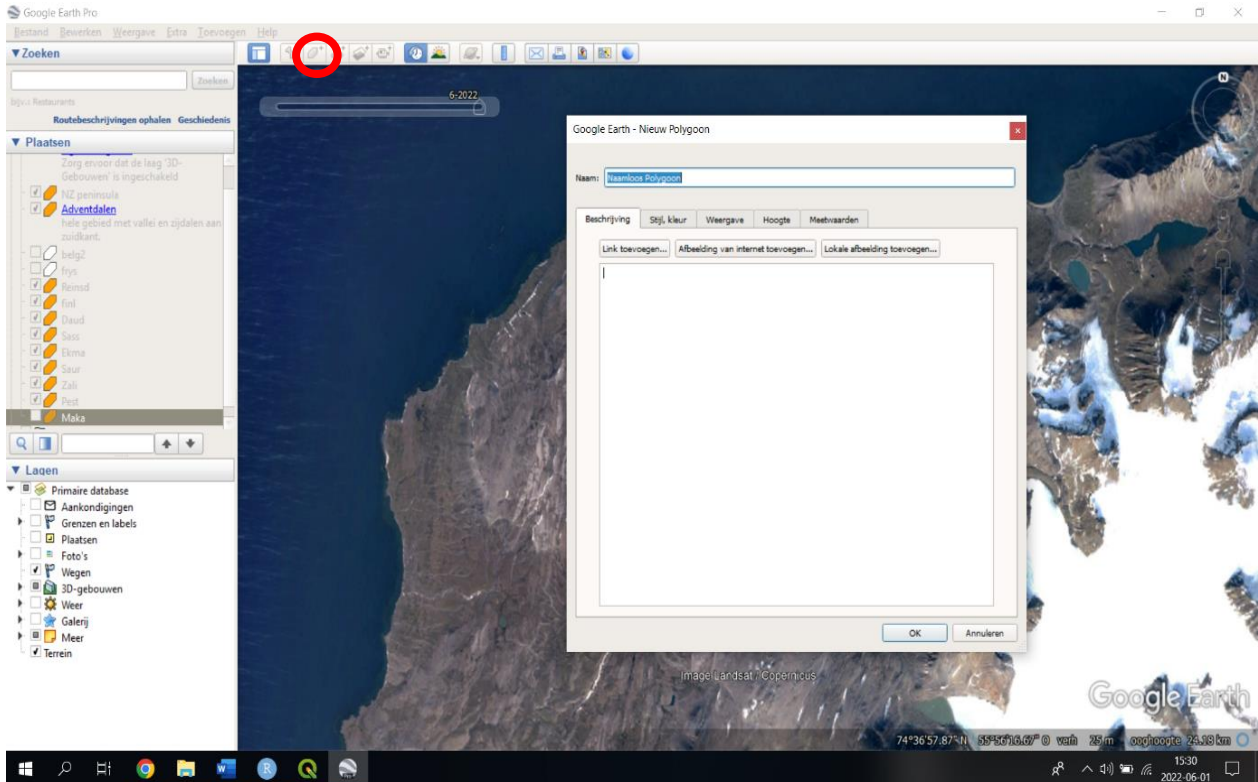


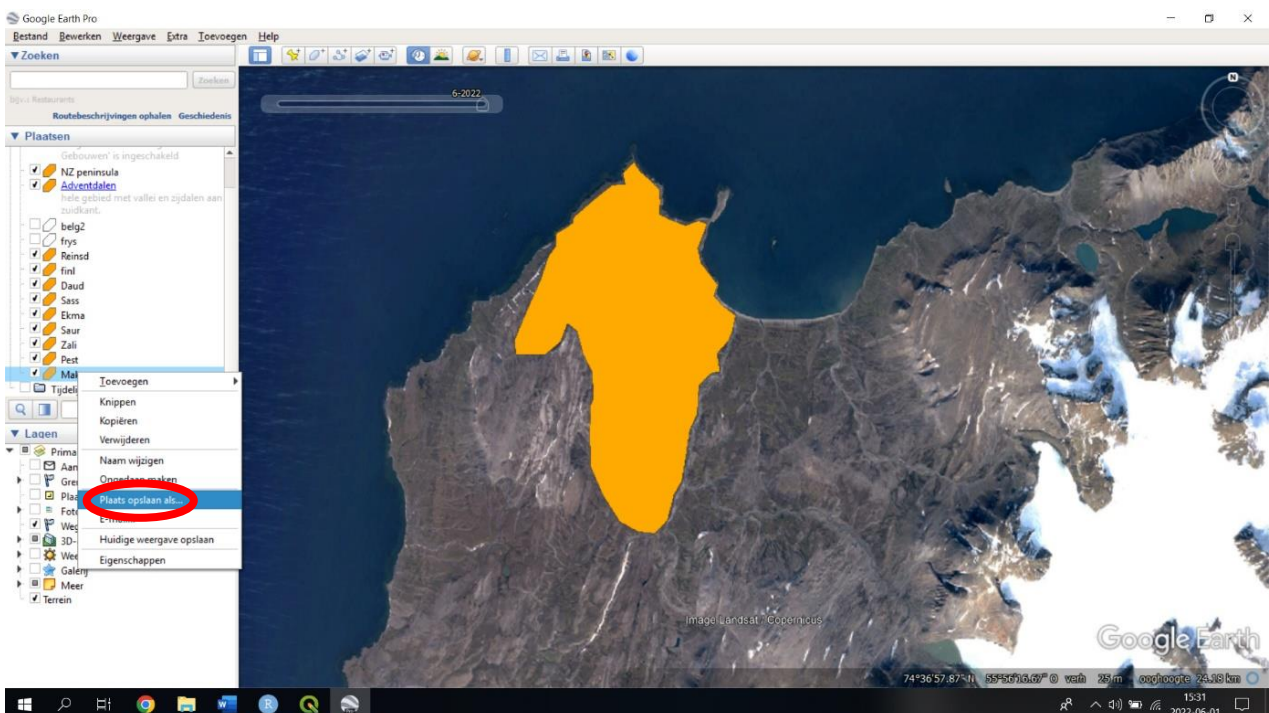
# Manual to create shapefile polygons ('.shp' files) for RGEE

Use Google Earth Pro (free) to draw the polygon and import into QGIS

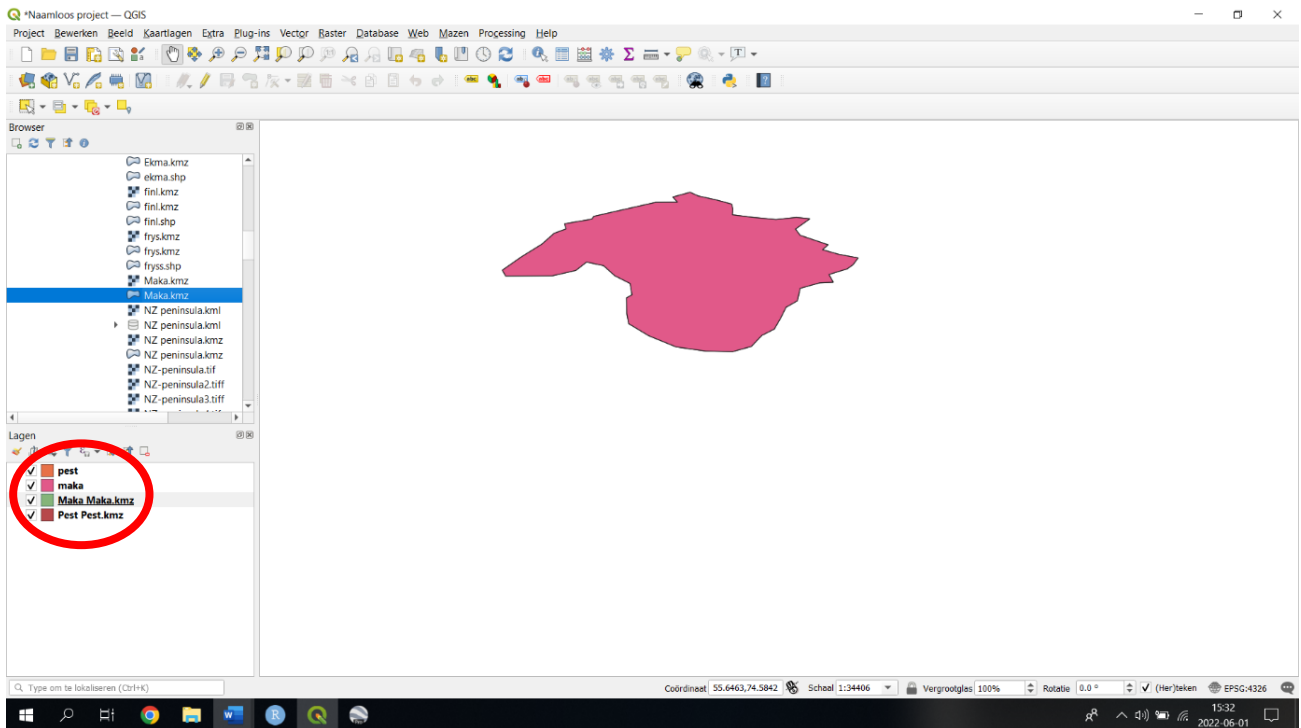
1. Draw the polygon outline by left clicking (right click to remove points, use hand symbol on right side of the map to move the map while drawing).



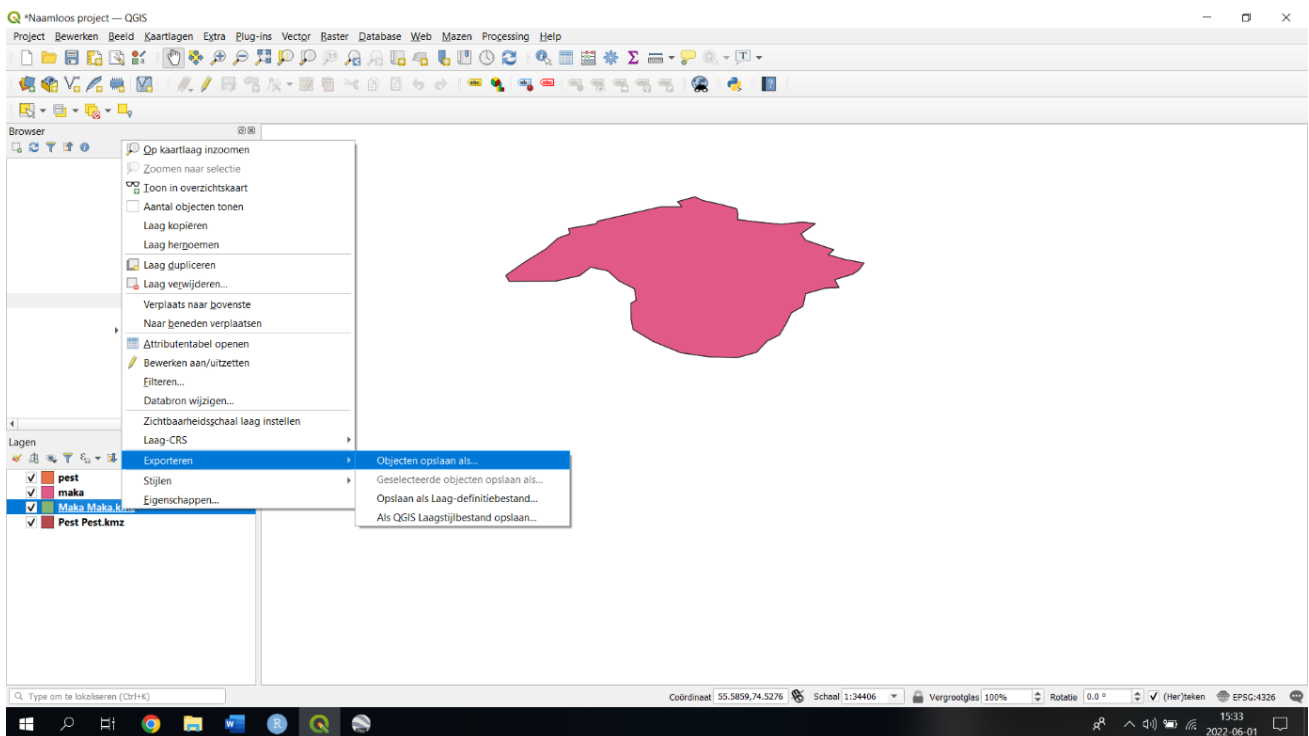
2. Save as .kmz file.



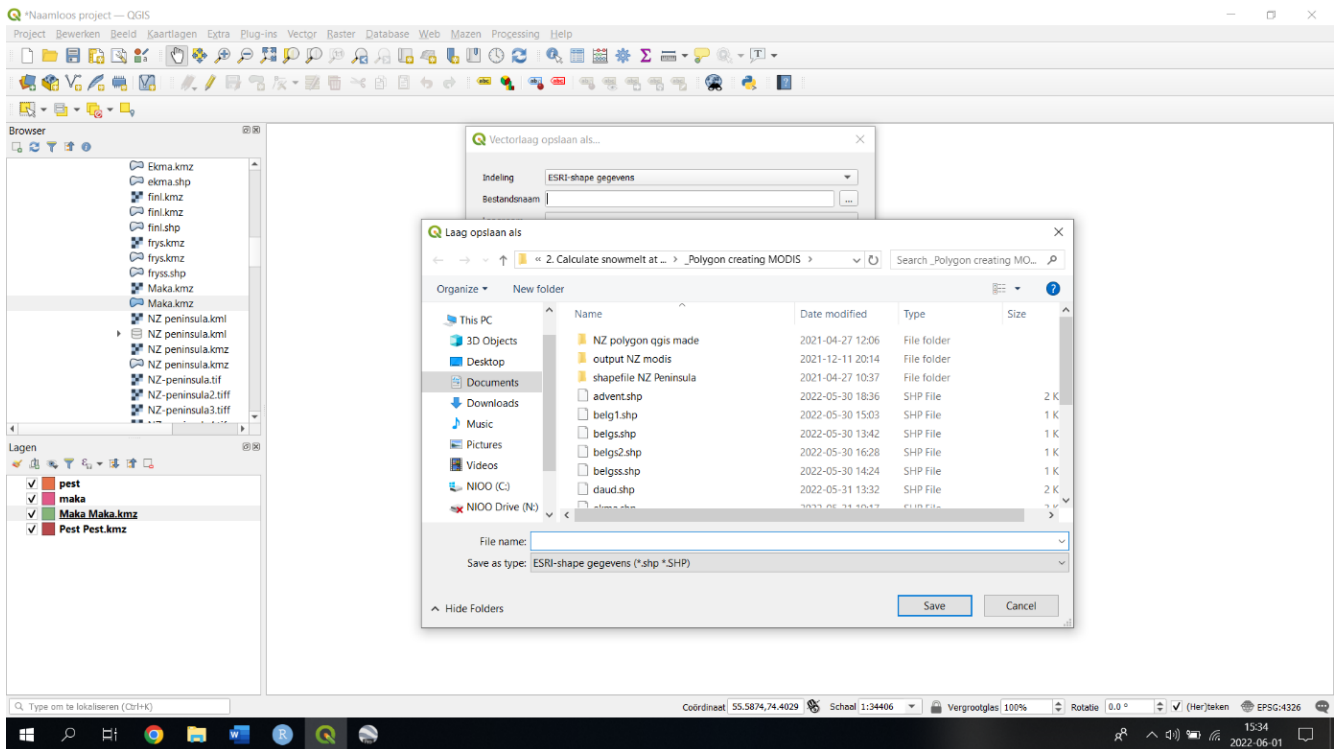
3. Import the polygon into QGIS by dragging the .kmz file into the Layers panel.



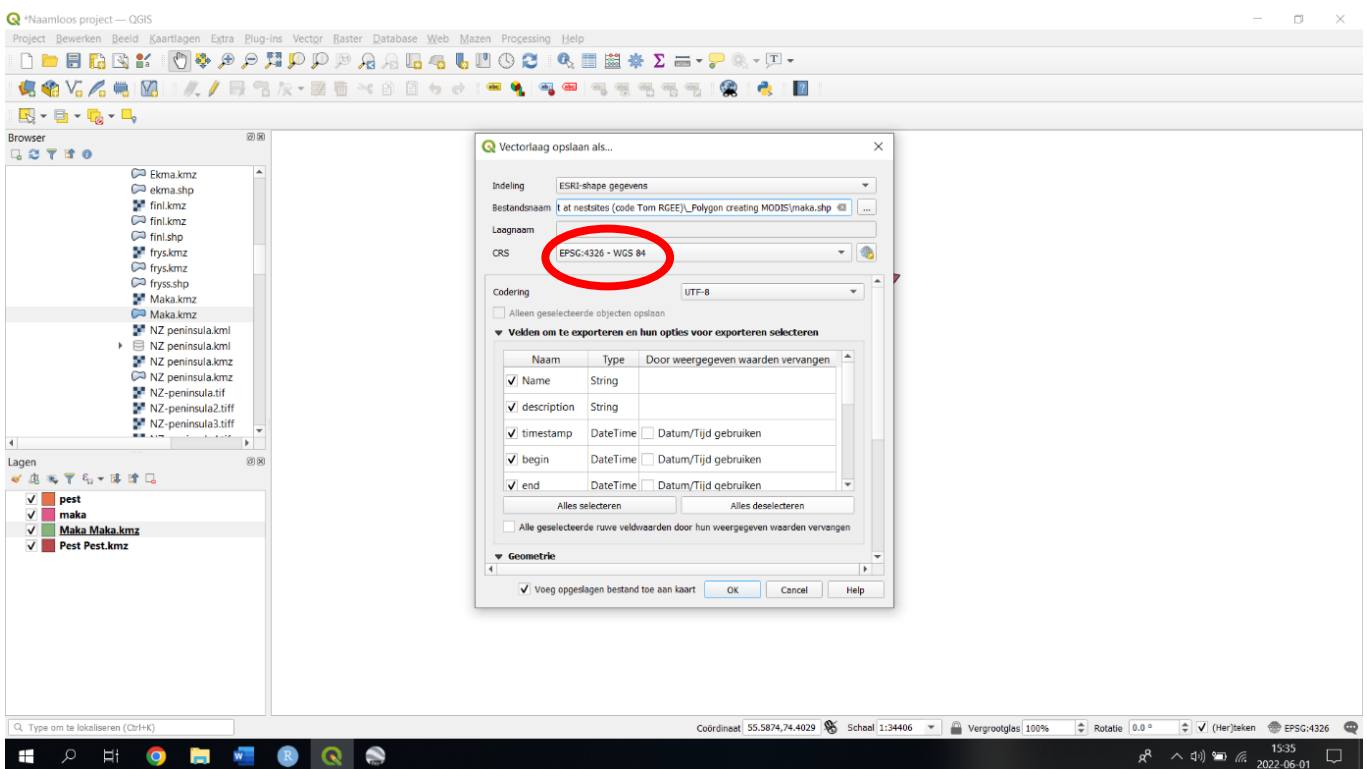
4. Export the .kmz file in list of layers as .shp file ('Right click/Export/Save Features As...')



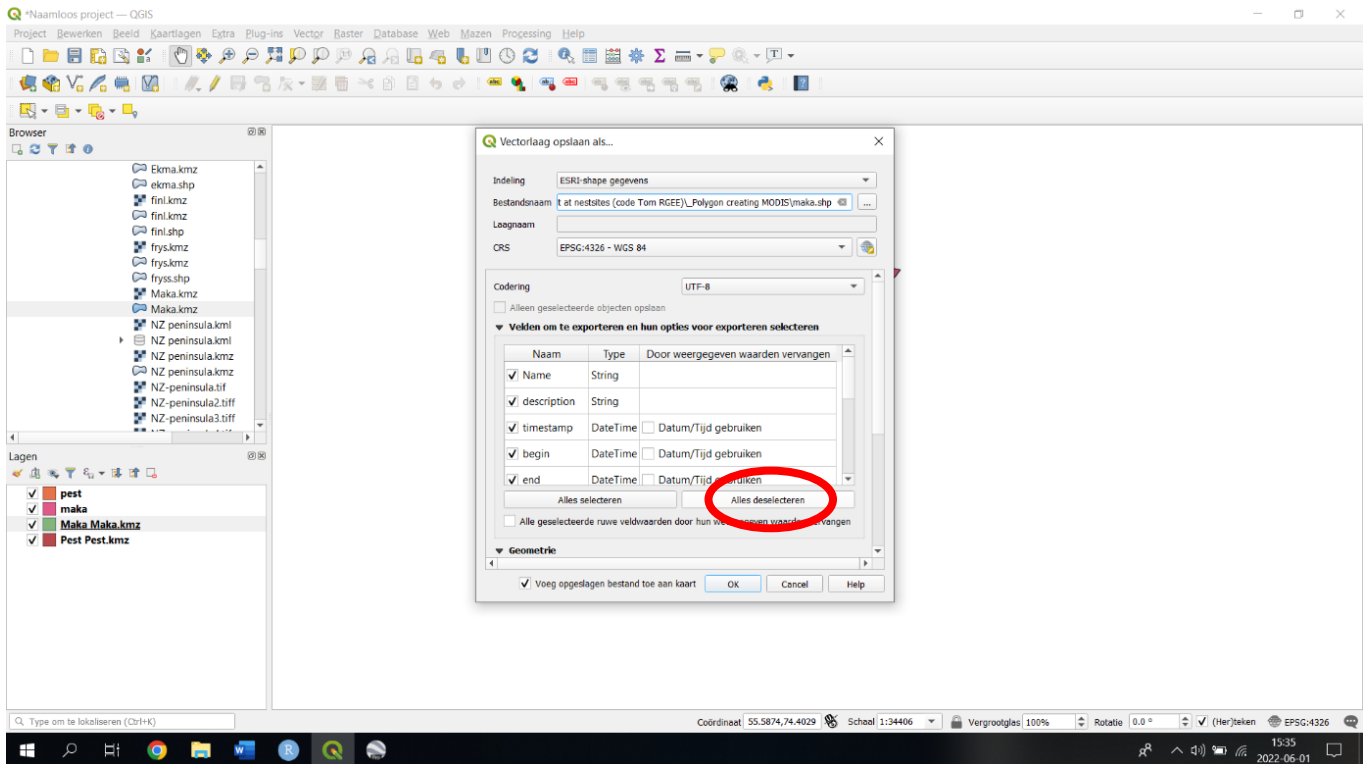
5. Specify location and filename where to save the ESRI Shapefile (make sure this is in a directory to which you have admin rights).



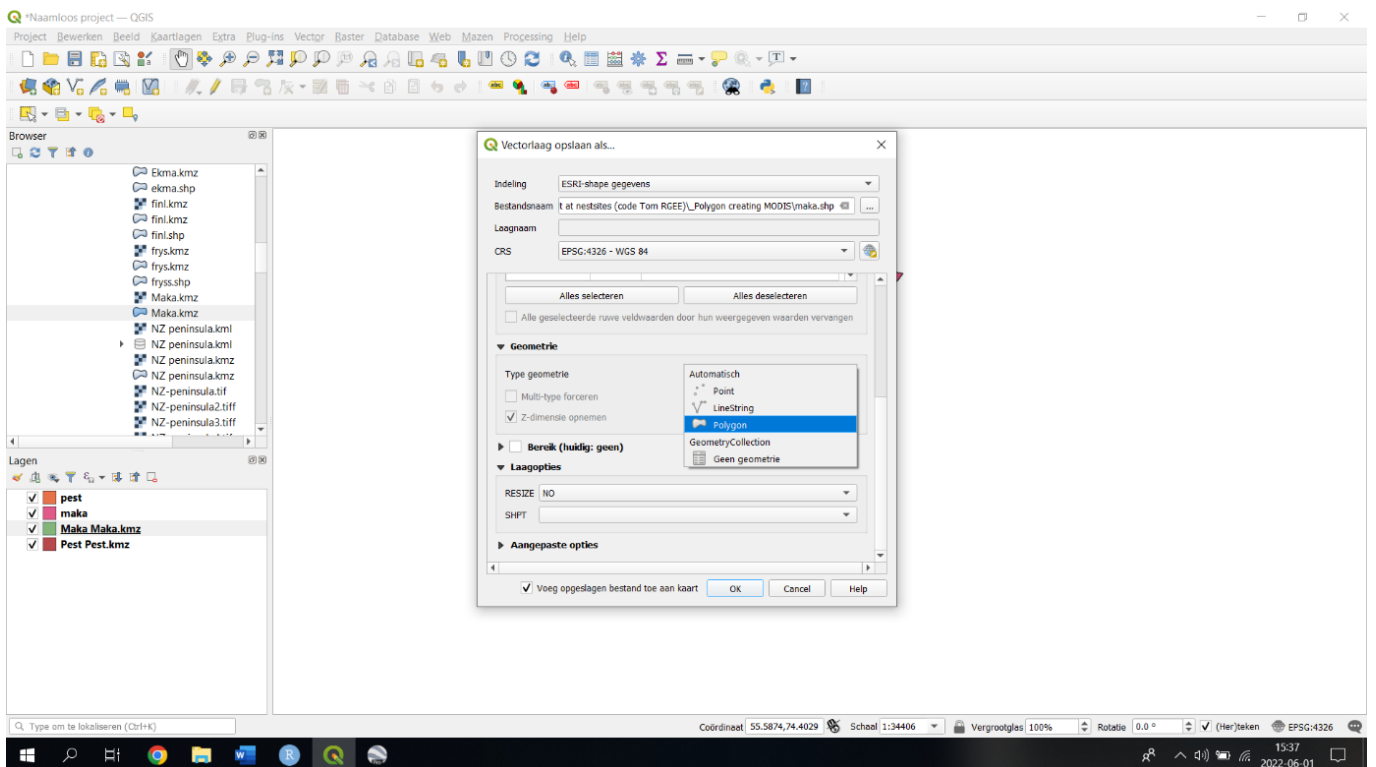
6. Reproject the shapefile by setting the Coordinate Reference System to EPSG:4326 (WGS 84).



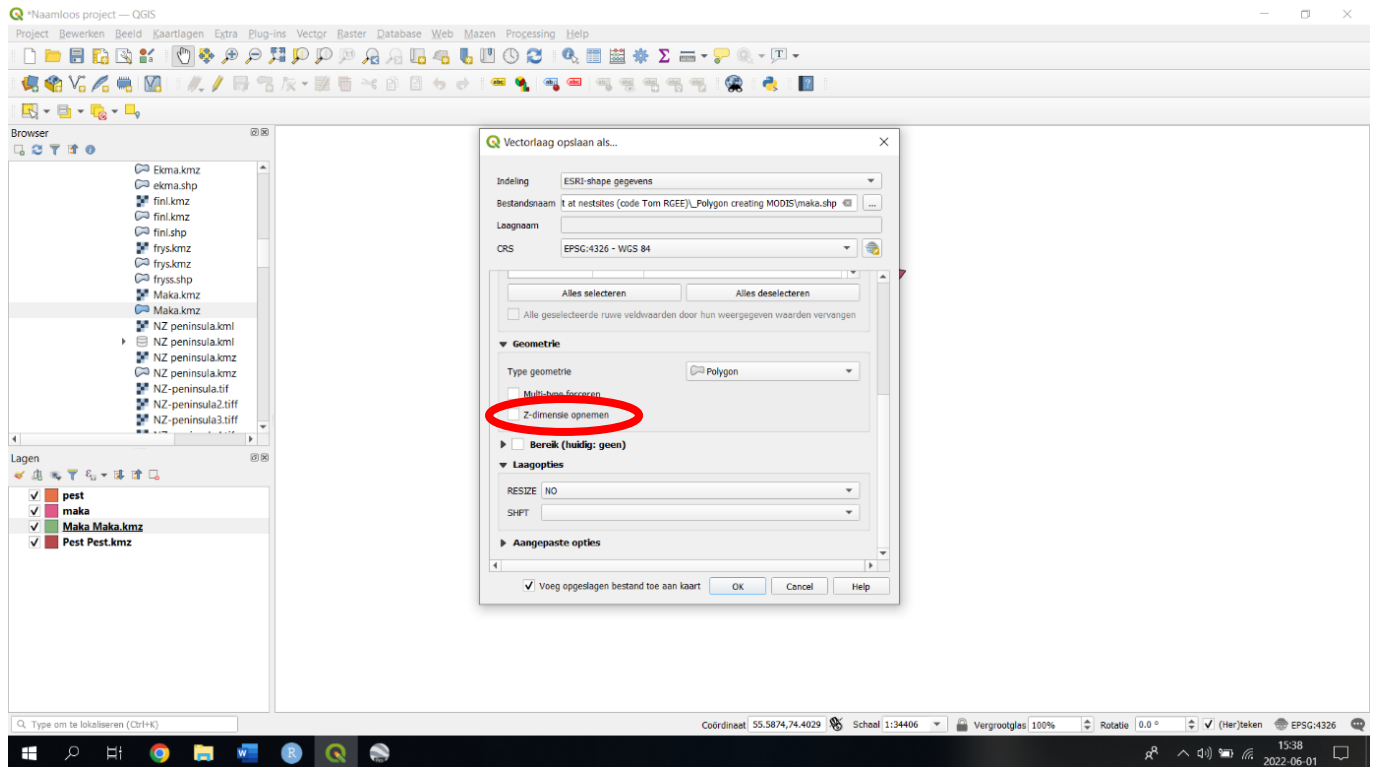
## 7. Unselect all attributes (Except 'LocationID' if present)



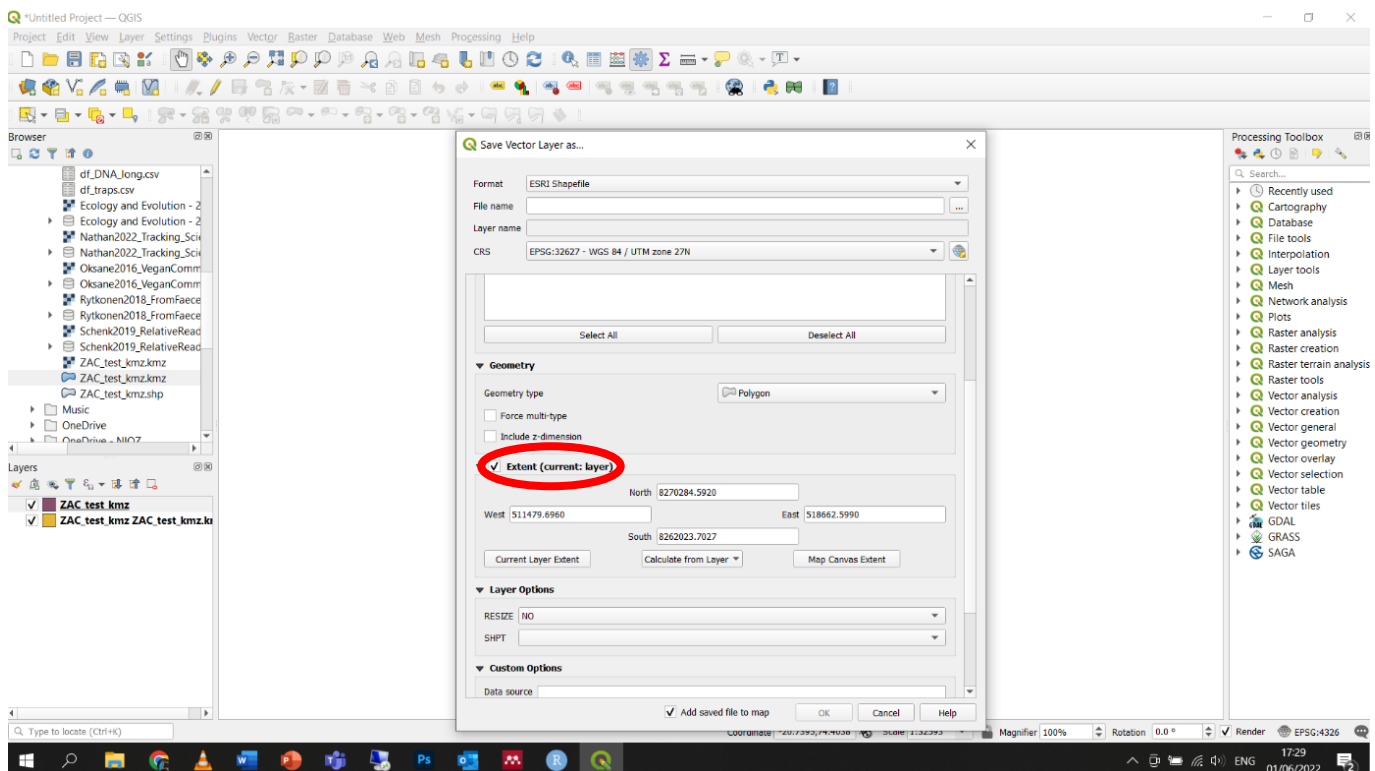
## 8. Select geometry = polygon.



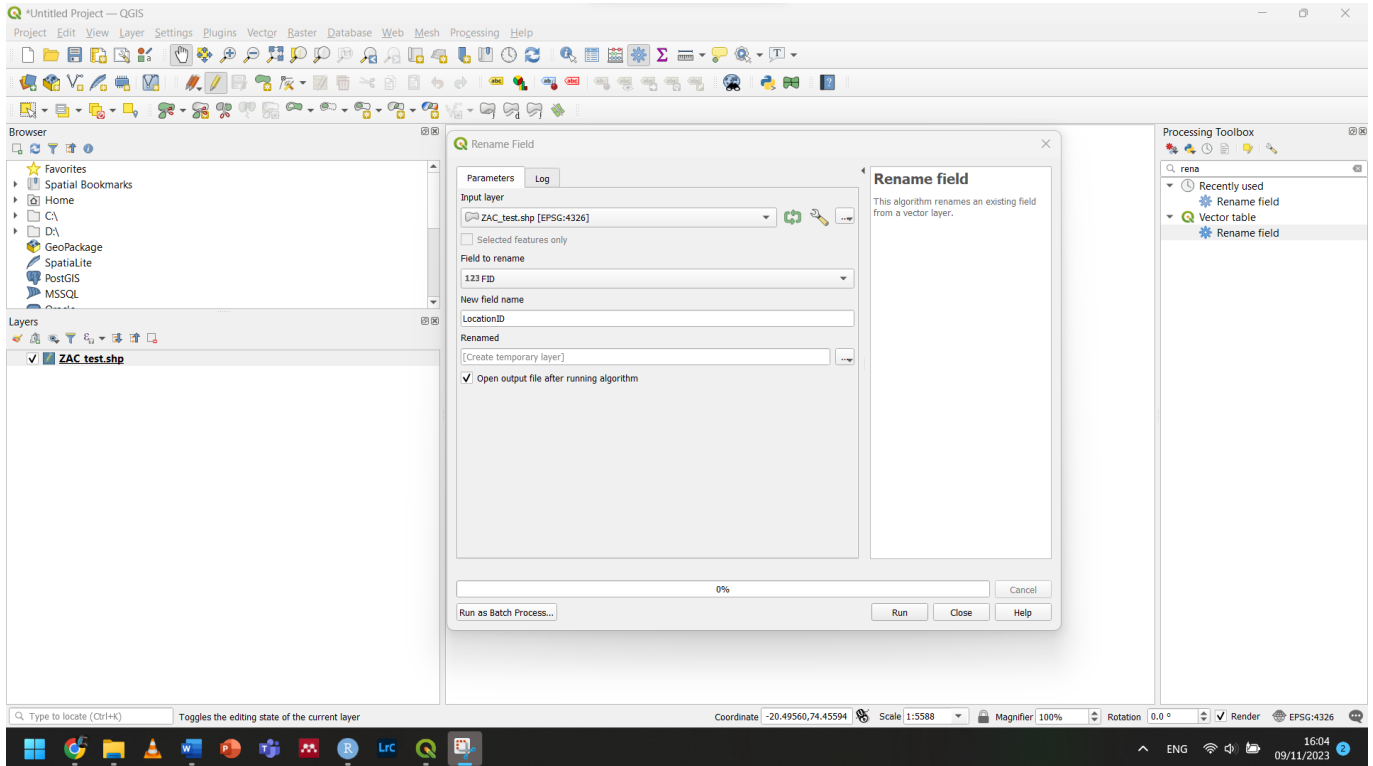
## 9. Unselect “z-dimension”



## 10. Check 'Extent' box



11. Now it is ready to save. Check 'Add saved file to map' and click OK. You can now remove the old '.kmz' file in the layers panel ('Right click/Remove layer...').
12. Rename the attribute field 'FID' to 'LocationID' for the shapefile we just created. To do so, open the 'Processing Toolbox' under the tab 'Processing' and search for the 'Rename field' tool. Make sure the correct shapefile is selected as input layer and rename the 'FID' field to 'LocationID' (don't forget the capital letters). Check the 'Open output file after running algorithm' option and click 'Run'.



13. Right click the newly created layer 'Renamed' in the layers panel to give it another name. The old layer from before renaming can be removed ('Right click/Remove layer...'). Then repeat steps 4 – 11 on the renamed layer, with the only difference to keep the attribute 'LocationID' at step 7 selected.
14. The exported shapefile file is now ready to be imported into RGEE. Note that all 5 exported files (.cpg, .dbf, .prj, .shp, .shx) need to be placed in the '.../RGEE/Input/Shapefiles' folder.

**Optional:** Multiple polygons can be merged using the function '...Vector/Data Management Tools/Merge Vector Layers...'. Always make sure to only retain a single attribute 'LocationID' that contains a unique code for each polygon.