

Google Earth Outreach Tutorial: Creating KML from Spreadsheets

"Text and Photo Banner" Template

Instructions:

[also available on this template's tutorial page \(Control-click this cell\)](#)

Edit the Spreadsheet

1. On the Template sheet, in the Required Information section, replace the sample data with your own information. This will become part of the template for each placemark you create.
2. On the Template sheet, you can optionally change the placemark icon and border, background, and text colors at any time.
3. On the Placemarks sheet, replace the sample data with your own information for individual placemarks. There is space for up to 100 placemarks.

Preview the KML

1. Click the Publish tab at the upper right.
2. Click Publish Now.
3. Check "Automatically re-publish when changes are made"
4. From the What parts? menu, select Sheet kml(!) only.
5. Click Re-publish document.
6. Click More publishing options at the bottom of the Publish tab.
7. In the pop-up window, select:
 - - - File format: TXT
 - - - What sheets? Sheet "kml(!)" only
 - - - What cells? Enter "A1", or specify the custom range name "kml"
8. Click Generate URL.
9. Copy the generated URL from the Address field, and then launch Google Earth.

Display Your Placemarks in Google Earth

1. In Google Earth, select Network Link from the Add menu.
2. In the Google Earth - New window, enter a name for the network link, paste the URL into the Link field, and click OK. Google Earth loads your KML from the published spreadsheet and displays your placemarks.

Publish Your Changes
Whenever you make changes to the spreadsheet, click Re-publish on the Publish tab. Then reload the Network Link in Google Earth by right-clicking it and selecting Refresh from the context menu.