DOWNLOADING ROUTE FILES FROM THE BLUE CROSS WEBSITE

- Open the website www.spca-bluecross.com
- Navigate to Routes page and select the route file for the relevant discipline (abbreviated to 'RD'), ie 'SRW' for solo run/walk, 'RW' for Run/Walk Relay, 'XTC' for Extended Time Cycling, 'ER' for Enduro Riders or 'Eq' for Equestrian, all with the year suffix, eg 20 or 21 etc
- Click on Red/Blue banner 'click here to download route'
- Click on banner 'click to download GPS and Google Earth Route files.' A Download box will be visible at the bottom Left Hand of the screen
- Click on that download box to show files available
- Double click on the file '(RD) .gpx'(eg RW20.gpx) . A MapSource map will open
- Click 'File…Save As' and save the file in the normal way to an appropriate directory
- Do the same for the other file or files, so you should then have one or more .gpx and one or more .kml files saved in your directory (eg RW20.gpx , RW20.kml , RW20 Splits Master.gpx and RW20 Splits Master.kml ***NB – those additional files showing the splits are only available for the relay discipline***)
- Open Garmin Base Camp
- Under 'Library' at top left of screen Right Click on 'My Collection'
- Left click on 'New List Folder'
- A folder labelled 'New Folder' will open
- Right click on 'New Folder' and click 'Rename' on drop down menu
- Give the folder an appropriate name ie Blue Cross (RD) with the year (eg RW20)
- Right click on the renamed folder.
- Select 'New List' from drop down menu
- A list icon will appear
- Right click on the list icon and click 'Rename' on drop down menu
- Give the list an appropriate name such as 'RD + year' Route' (eg RW20 Route or RW20 Splits Master)
- Left click on the List icon and 'RD+year Route' will turn blue
- Left click on 'File' in top left hand of main screen
- Select 'Import into 'RD +year Route' on the drop-down menu
- The documents directory will open
- Navigate to where the 'RD .gpx' file was saved
- Select it and click 'Open' in the 'Import File' dialogue box
- The Base Camp map will then be populated by all the tracks and waypoints
- Zoom in and/or move the map display around using the controls towards the top left of the display which appear when the cursor moves across them

To bring up Google Earth files:

- Navigate to, and double click on, the .kml file saved in the directory
- Google Earth will open with a dialogue box all about Google Earth. Just click 'Close' to close the dialogue box.
- If the tracks are almost hidden by dozens of mini way points:
  - In the Menu in the left hand margin, double click on the Google Earth (GE) icon next to the 'RD+year'
  - Two folders will open: Waypoints and Tracks.
  - Double click on 'Tracks'. All the tracks will be listed, each one with a check box.
  - Double click on the check box for the first track. Two icons will open below the track name, each with its own check box: Points and the named Track itself
  - Uncheck the box next to 'Points' and repeat for every track.
- Once done, right click on the Temporary Places folder near the top of the side menu.
- On the drop-down menu click on 'Save Place As'
- Your Documents directory will open and you can navigate to and replace the .kml GE file that you downloaded from the website.
- When closing the GE file click 'Discard' in the dialogue box that opens