

Instructions for using Bikely.com

How to Access NIHbcc Routes

- Go to <http://www.bikely.com/listpaths/srchkey/nih>
- Select route of interest
- Features:
 - Use “>” to go point-by-point through route (zoom as needed)
 - Select “Cue Sheet” to pull up printable turn-by-turn directions for the route

Preferred naming and labeling for NIHbcc routes

We recommend that if you enter your own route, you use the conventions below in order to have consistent naming/labeling of NIHbcc routes.

These conventions are as follows:

- Route name starts with the rider's origin (e.g. major landmark, neighborhood, town, small road, or intersection)
- Route name origin followed by "to"
- Route name destination stated as "NIH." If route ends at a site other than the main campus, the name of the site is included preceded by a hyphen (e.g. NIH-Executive Blvd)
- If desired, the contributor's initials are included at the end of the route name parenthetically
- The route is tagged using Bikely's "commute" tag

How to Enter Routes

- Go to Bikely.com
- Select “Sign In/Join”
- If new to Bikely, select “Sign Up Here” (very quick process)
- Once you are logged in, select “Create Route”
- Select “Draw route with mouse”
- Locate region on map for your route (use zoom, arrows, etc; also has a city search feature)
- Select “Describe” tab
 - Enter the name of the route (see requested naming conventions above)
 - Enter an optional description that informs of the main route (eg “via Connecticut Ave” or “passing through Rock Creek Park”; see NIHbcc routes for examples)
 - Select “public/visible to all”
 - Select the “commute” tag and any other applicable tags (tag definitions are listed in the Tutorials under Help on the top bar)
- Select “Draw” tab
 - Find starting point and press pencil icon (a line will appear through the icon)
 - Click on the starting point and enter a description in the comments field (ie road intersection or other identifying information)
 - Go to a next point on the route and click

- Add directions (e.g. R on Cedar Ln) at each turn. By entering directions at each turn you will create a complete, stand-alone cue sheet provided by Bikely for the route.
- Continue to the end of the route

Note: “Auto-follow the road” can be used if you are following a road or this feature can be turned off for paths or others times that following the road is not needed. If the line drawn between 2 points is not the desired route or does not follow the road, you can delete each of the auto-drawn points using the red X button. Then, de-select the “Auto-follow the road” box and manually draw points along the desired route.

**be sure to save periodically

*the icons on the Draw tab will tell you what they mean when the pointer hand is on the icon

Tips and Tricks

Forgot to enter a comment/point of interest along the route?

In the draw mode, let the pointer hover over the route and then click when the pointer hand appears. A green bubble will appear and then you can enter the comment and this will become a “point” along the route. *remember to save the route

The cue sheet will only be as good as you make it.

To have a useful cue sheet (visible for your route when you are not logged in to the website), each turn/highlight should be entered as a comment along the route. We suggest entering a comment at each turn or important point along the route.