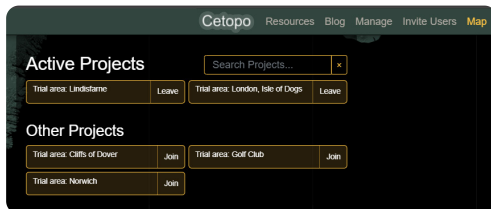


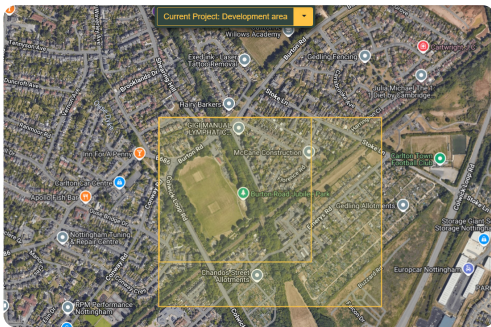
A Guide to Expanding a Project

A project area can be expanded at any point. This means you'll have full access to the expanded project area for the remainder of your 12-month project period.



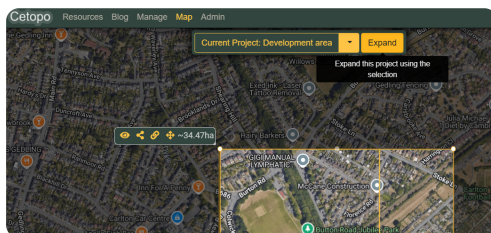
Step One: Open your project

- Log in to cetopo.com and navigate to the Active Projects list on the left-hand side.
- Select the project you want to expand.



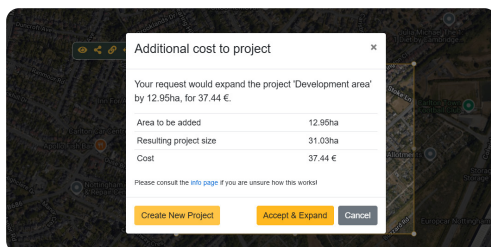
Step Two: Adjust your project boundaries

- Use the selection tools or drag the existing boundaries outward to include the additional area you need.
- Make sure the selection accurately covers all the new areas you want to include.



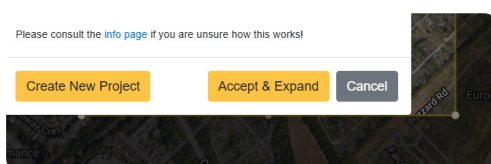
Step Three: Access the expansion option

- Once your project is open, click on the project name at the top center of the map view.
- In the dropdown menu that appears, choose 'Expand Project'.



Step Four: Review additional costs

- Cetopo will display any additional costs associated with the expanded area upfront.
- Review the costs to ensure you're comfortable proceeding.



Step Five: Confirm the expansion cost

- Once you're happy with the new selection, click to confirm the expansion.
- The project will update immediately, reflecting the newly expanded area.