

Making Better Maps

1-Day Course

Overview

This one-day course teaches students how to create superior maps in ArcGIS. Students discuss things to consider when making maps as well as good practices for choosing symbology and working with labels. Students explore the functionality of layouts including inserting objects, clipping the extent, and connecting data frames with extent rectangles. The ins and outs of map templates are examined as well as tricks to sharing and using them. Students who take this class will not only learn how to make good maps, but how to make them efficiently.

Audience

This course is for those who are already comfortable with the basics of ArcGIS and want to learn more about efficiently and effectively creating hard copy maps, in ArcGIS.

Topics covered

Map basics

- Considerations when making maps
- Visual hierarchy
- Layer files
- Map Services

Symbology

- Choosing the right colors
- Choosing the right symbols
- Making your symbols effective
- Importing symbology
- Common standard symbols
- Creating our own symbols
- Saving and sharing symbology

Working with Labels

- Quick labels
- Label classes
- Font tips and tricks
- Label placement options
- Label properties
- Label Manager
- Labeling toolbar

- Reference Scale

Map Layouts

- Steps to map creating
- Map elements
- Balancing elements and white space
- Alignment tricks
- Graticules, grids, and neatlines
- Data frames – multiples, clipping extents, etc.
- Printing and exporting

Map Layout Templates

- Creating and sharing
- Tips and tricks

Prerequisites and recommendations

Students should be familiar with the basic use of ArcGIS, including the topics covered in either the **Fundamentals of ArcGIS** or **ArcGIS Desktop I** classes.