

The 15-Minute Map: Creating a Basic Map in ArcMap

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ESRI Redlands, California**



Seminar Overview

- **Topics include**

- What templates are and how they work
- How to use ArcMap templates
- Tips and tricks for improving speed, effectiveness, and visual balance when creating maps

- **Format**

- Each topic followed by brief question and answer period
- Some questions available in associated Web Workshop

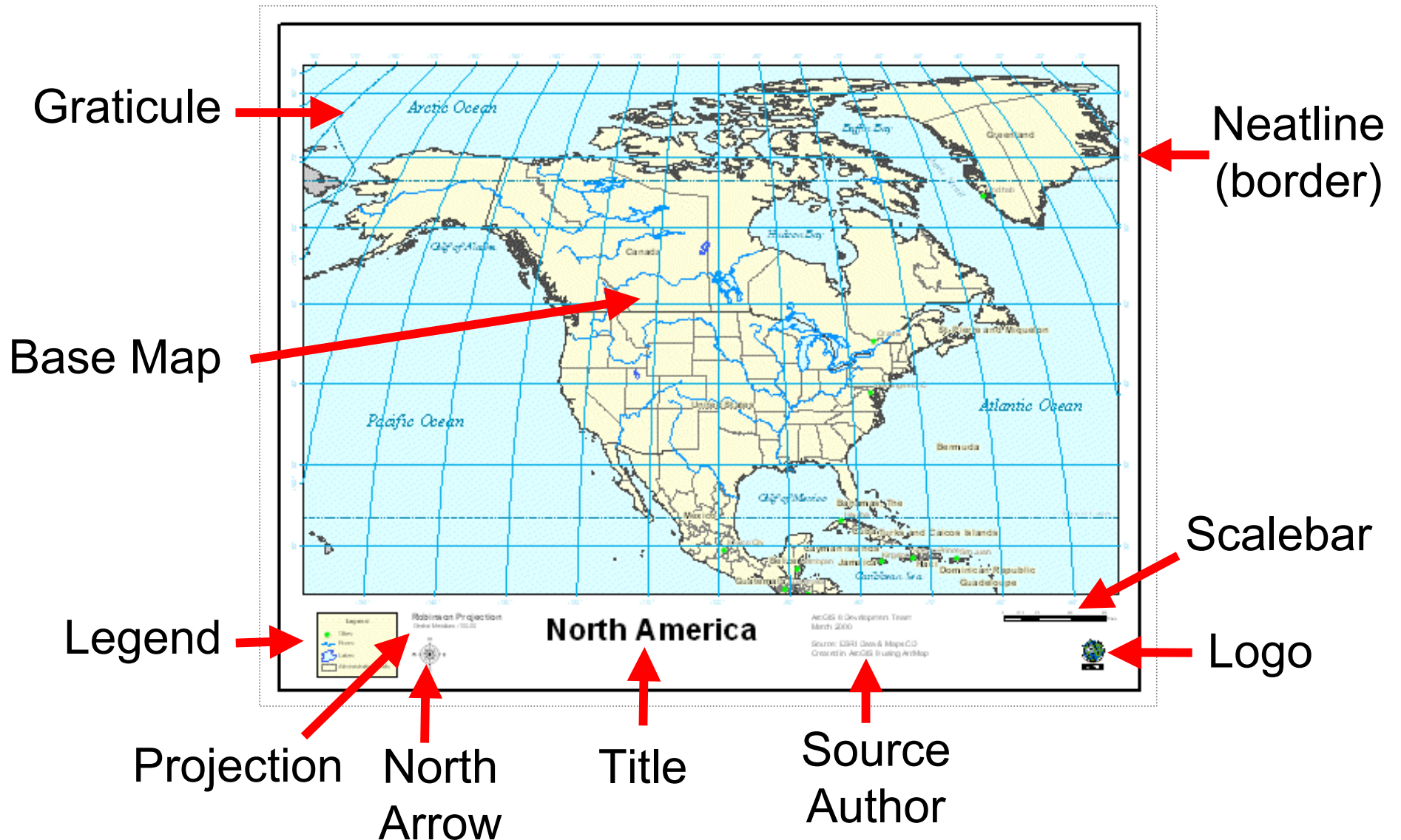
What are templates?

- **Templates are reusable map bases that:**

- Contain static elements
- Speed map creation
- Are stored in .mxt file
- Are useful for creating map series
- Standardize layouts
 - Can be shared with other departments

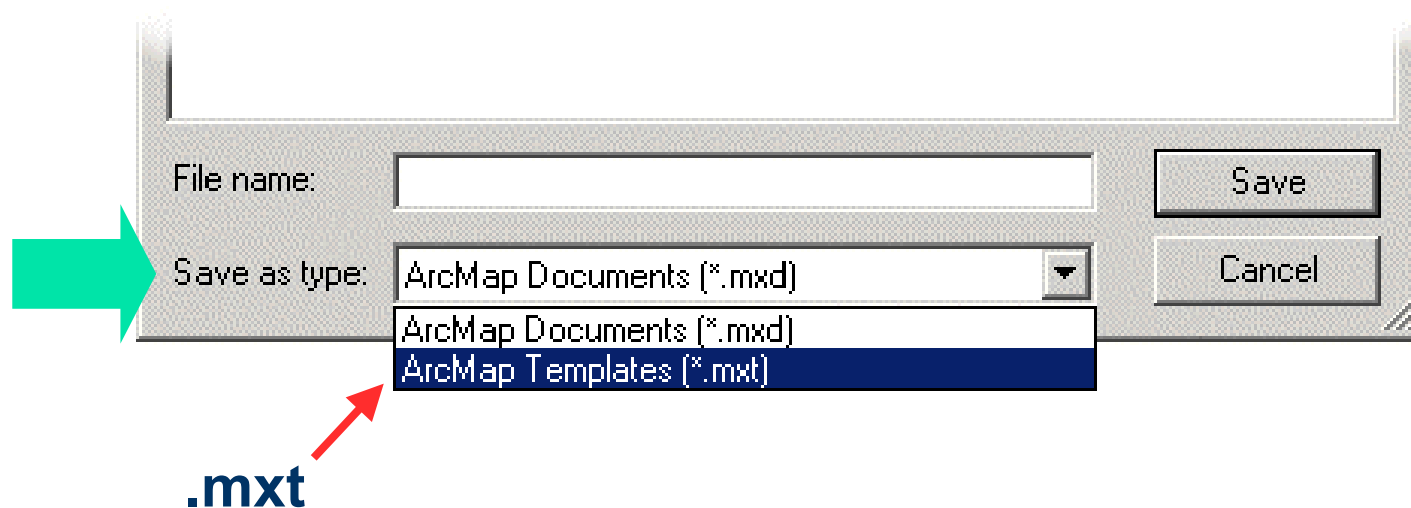


Template example



How to create your own template

- **Start ArcMap**
- **Create new map, or open existing map or template**
- **Customize your map**
 - Add layers and symbolize, as necessary
 - Add other elements you want in template
- **Save map document as an ArcMap template**

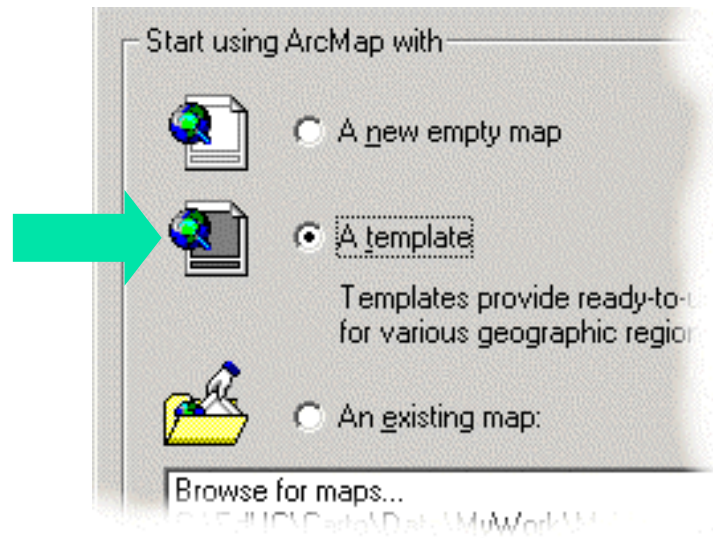


Topic Review and Q & A

- **What templates are**
- **What elements are in a template**
- **How to create your own template**

Using an existing template

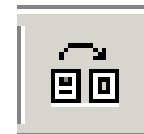
- At start of ArcMap, choose a template



- OR -

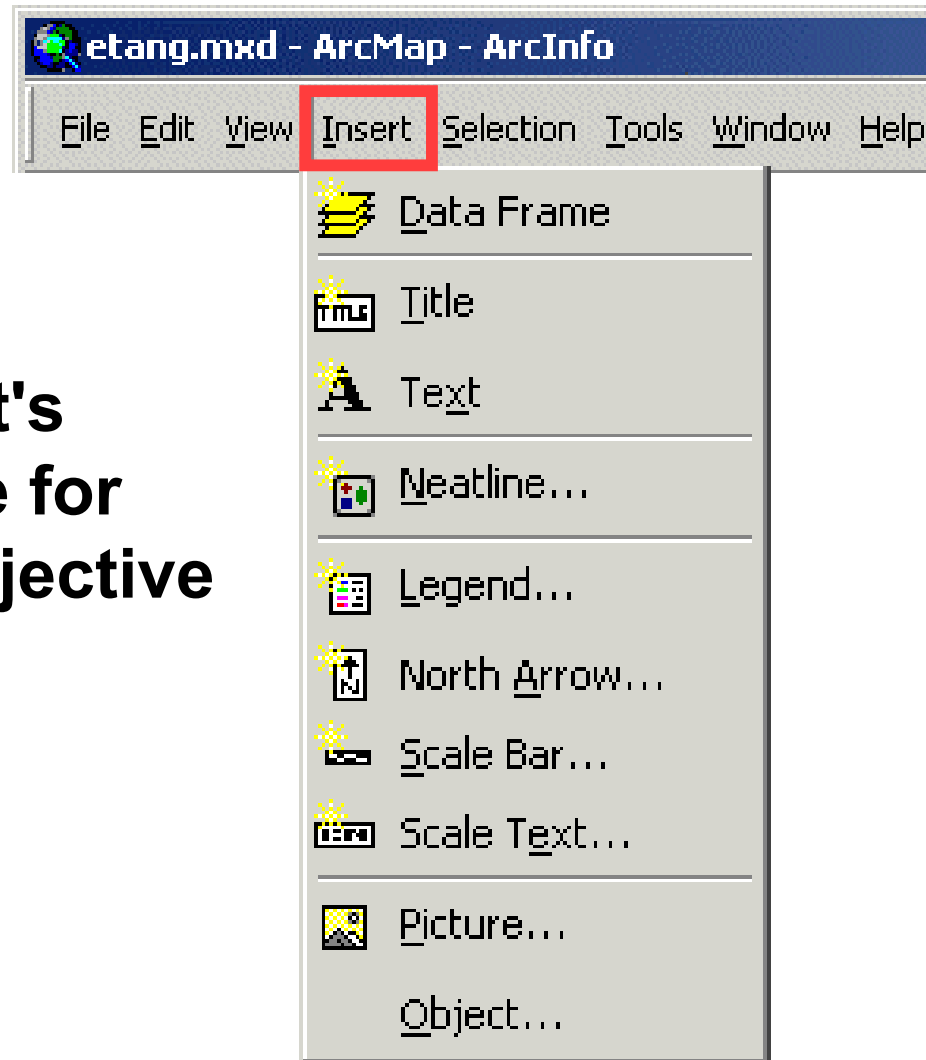
- Within ArcMap, switch to another template

Layout toolbar > Change Layout

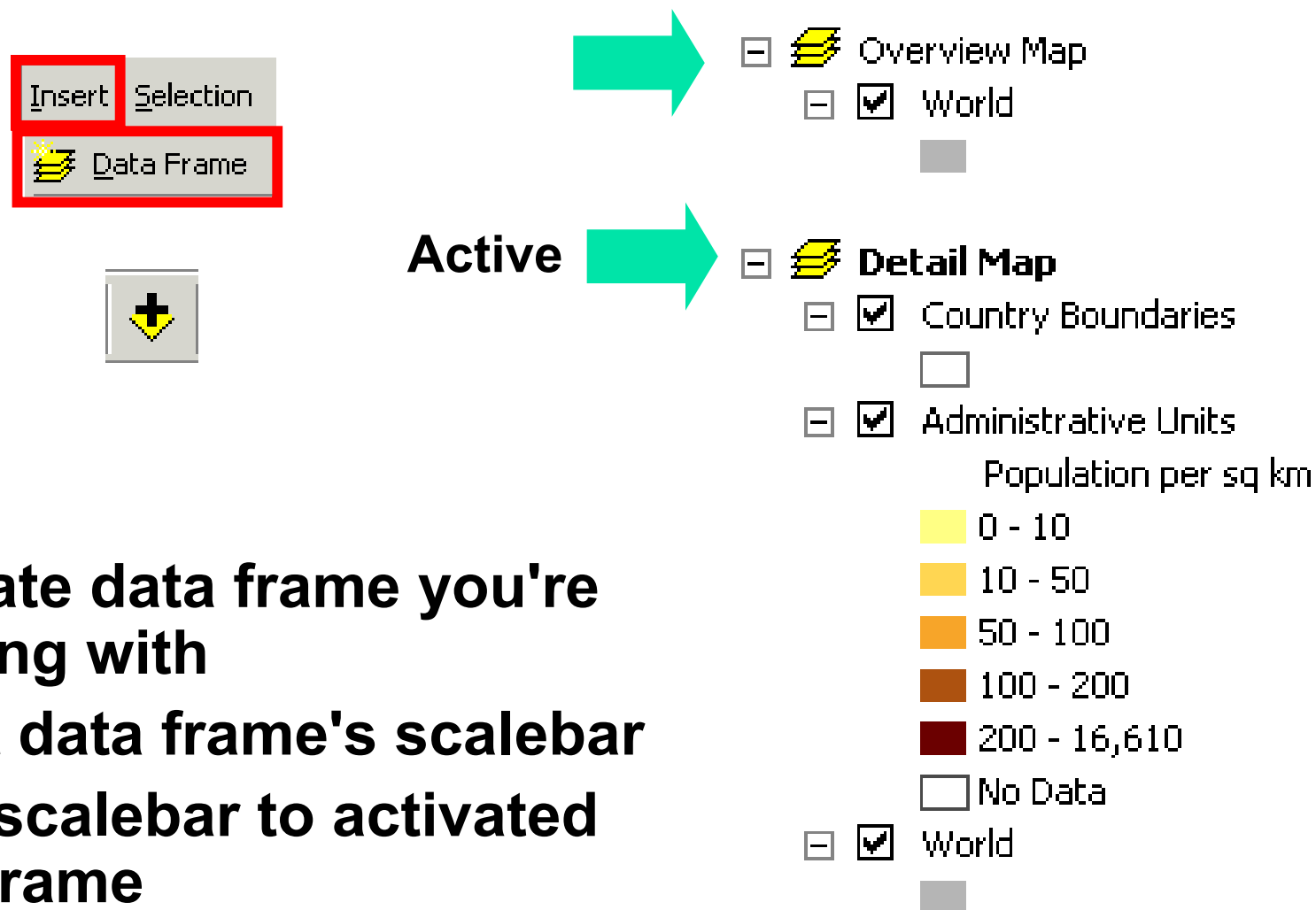


Inserting map elements

- **Select what's appropriate for the map objective**



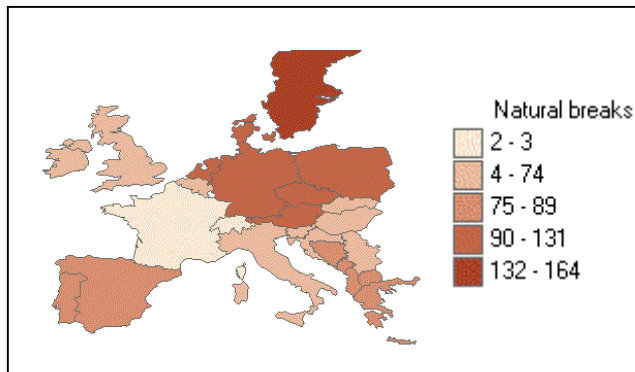
Adding data frames and layers



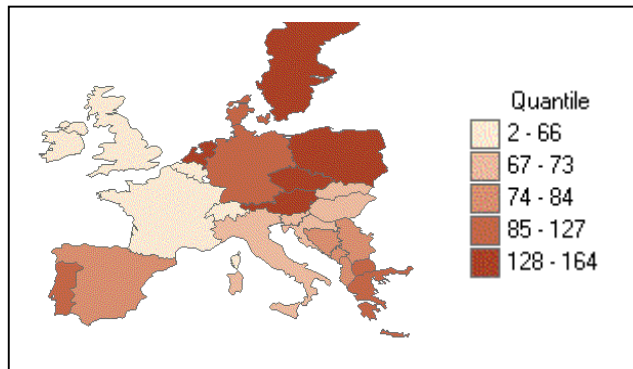
- **Activate data frame you're working with**
- **Insert data frame's scalebar**
- **Drag scalebar to activated data frame**

Classifying and symbolizing

Classification

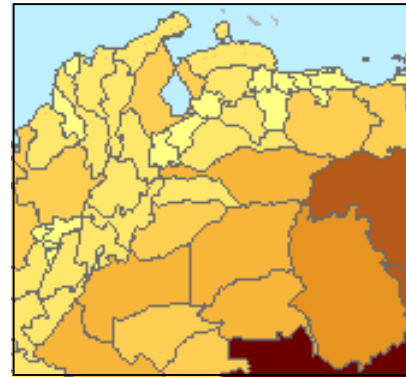


Natural breaks (default)

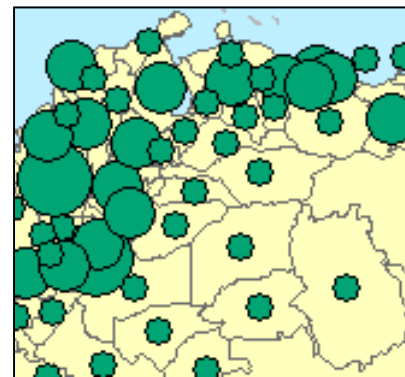


Quantile

Symbolization



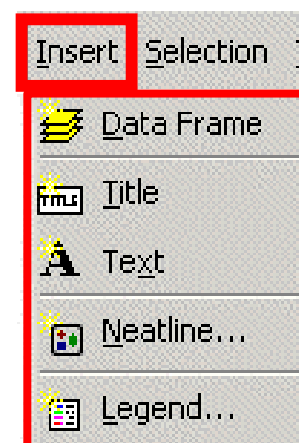
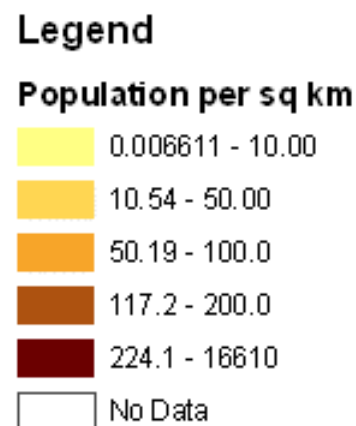
Graduated colors



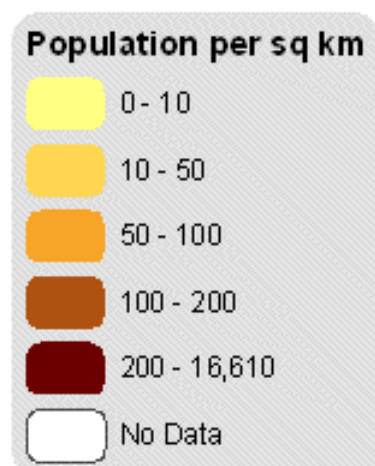
Graduated symbols

Inserting and editing an existing legend

Accepting defaults



Quantitative



Qualitative

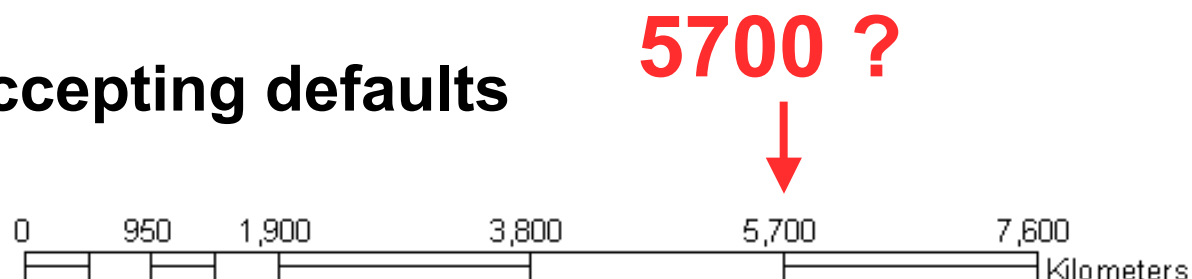


Enhanced

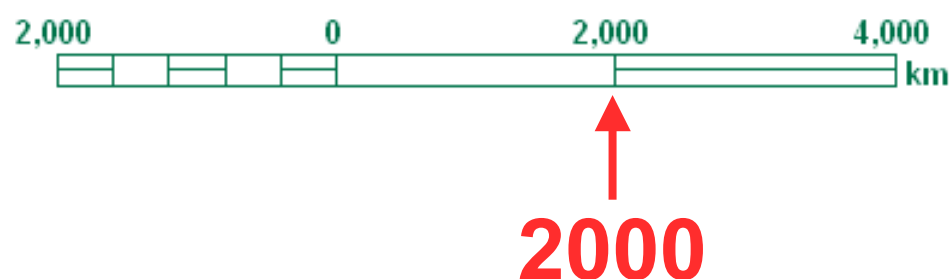
Inserting and editing a scalebar



Accepting defaults

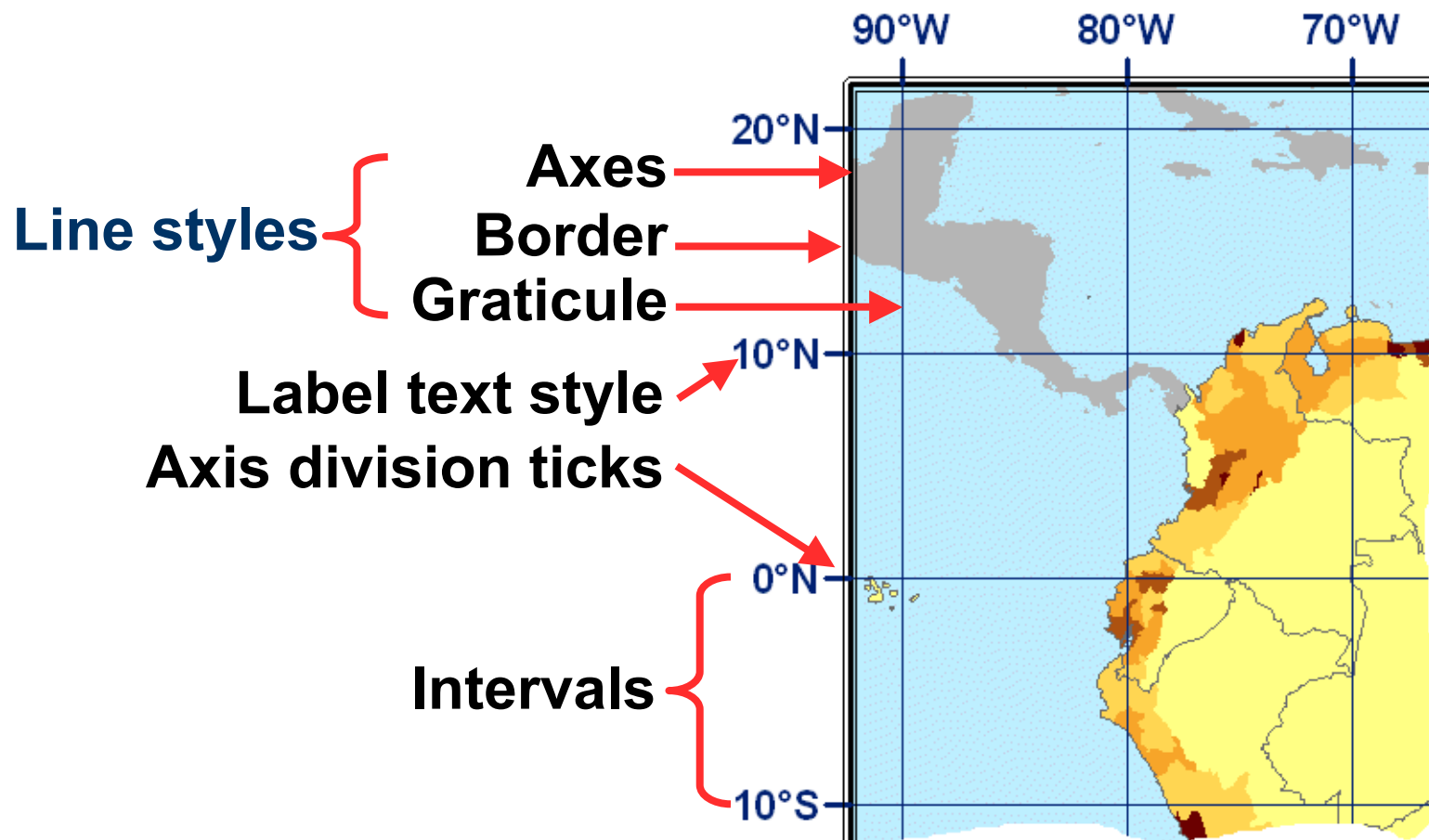


Enhanced scale bar

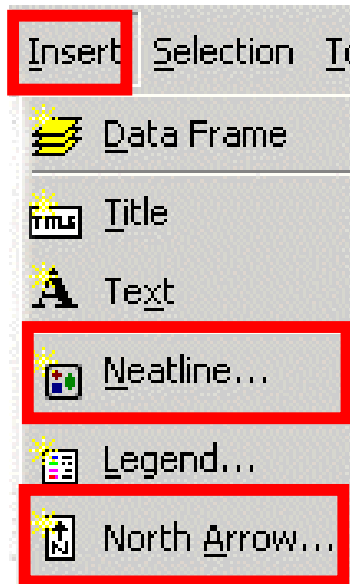


Adding a graticule

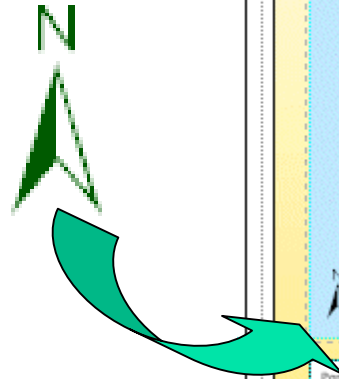
- Also Measured grid, or Reference grid
- Data Frame Properties > Grids tab



Inserting a neatline and North arrow



Neatline →



Inserting textual information

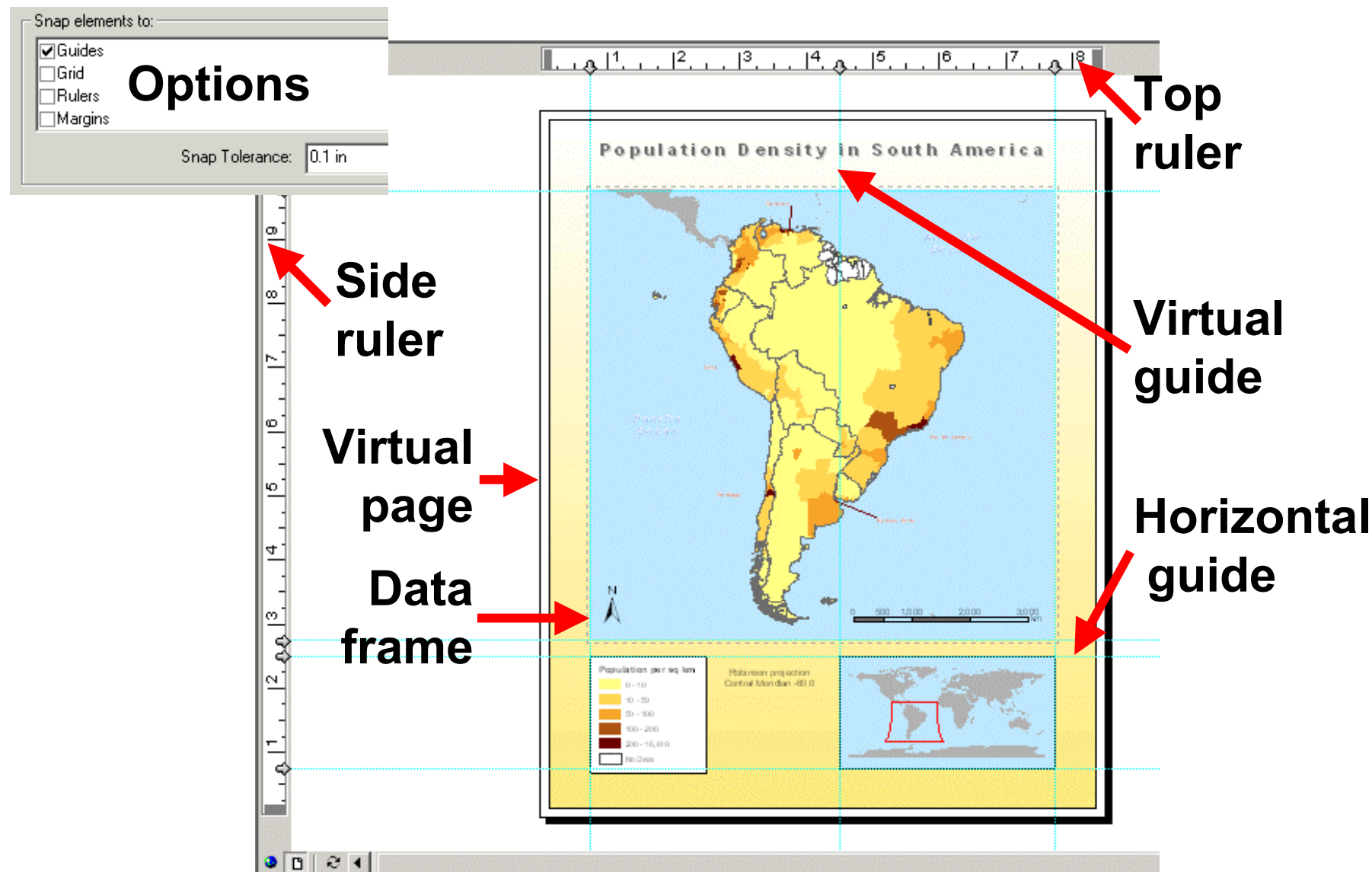
- **Title** **Population density in South America**
- **Author(s)** *Designed by Makram Murad-al-shaikh*
- **Organization** Environmental Systems Research Institute
- **Data source** World Bank
- **Date of data and map**
- **Projection**
- **Disclosures**

This map does not meet the
National Map Accuracy Standards
- **Except for title, all should not be prominent**

Topic Review and Q & A

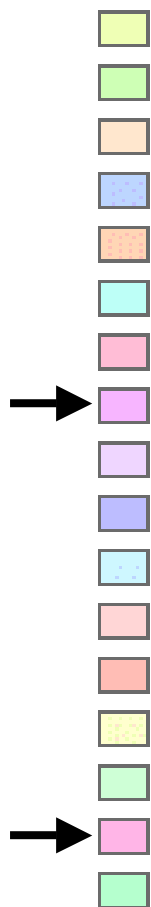
- **Using an existing template**
- **Inserting map elements**
- **Adding data frames and layers**
- **Classifying and symbolizing**
- **Inserting (or editing existing) legends and scalebars**
- **Adding a graticule**
- **Inserting other elements**
 - Neatline and North arrow
 - Textual information

Tip: Visually balance your map

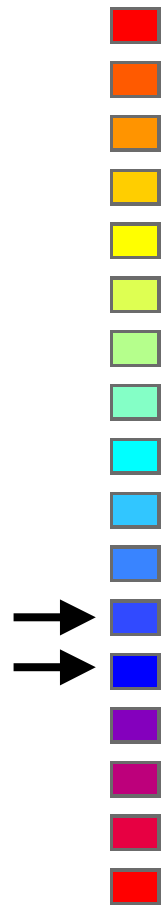


Tip: Limit colors and shades

12 distinct colors

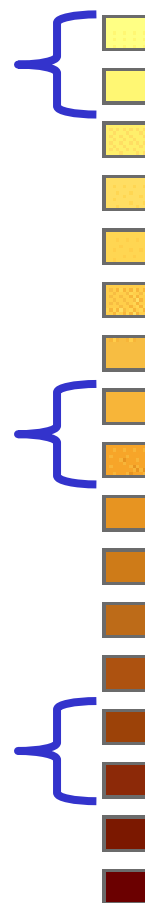


Pastels

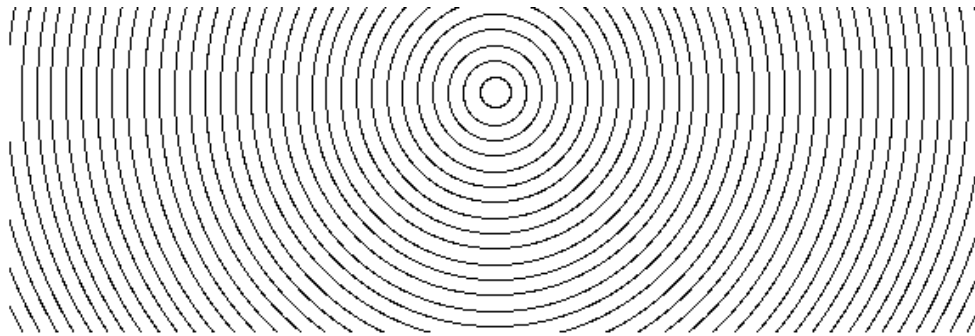
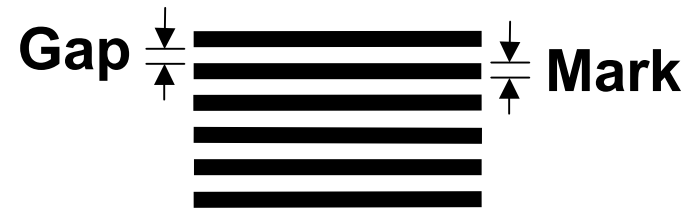
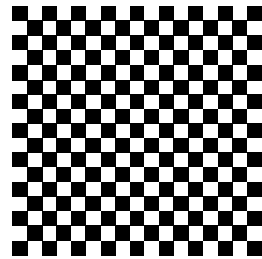


RainbowWrap

7 or 8 distinct shades
of the same color

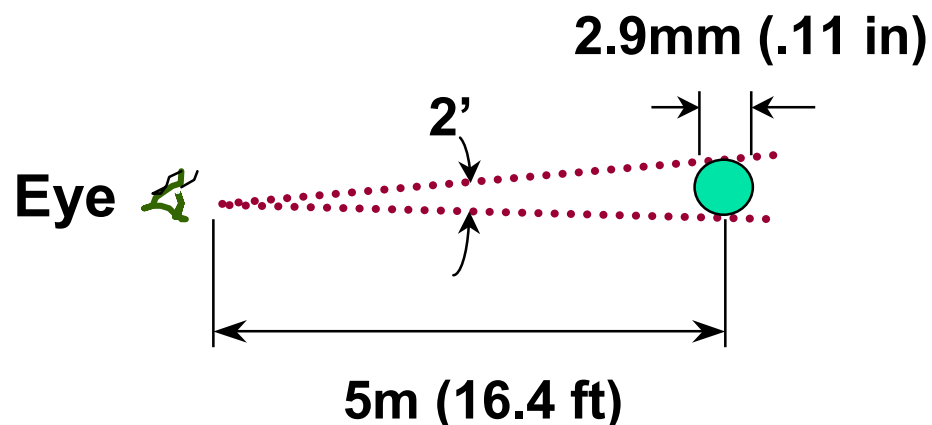


Tip: Avoid texture vibration



Tip: Know your viewing distance

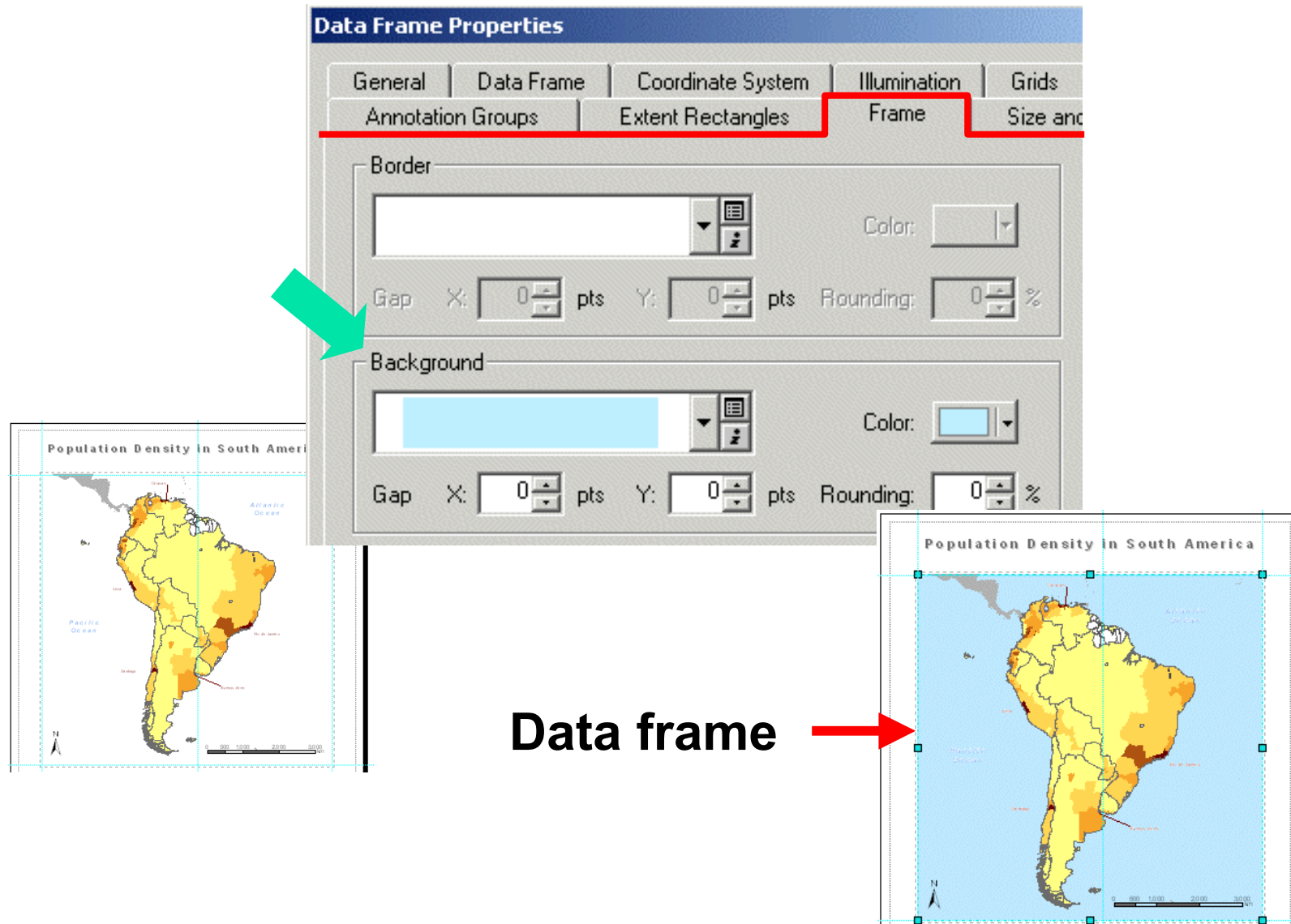
- Adjust text size based on distance



Viewing Distance	Size mm
50 cm	0.30
2 m	1.15
5 m	2.90

Viewing Distance	Size in.
18 in	0.01
5 ft	0.03
10 ft	0.07

Tip: Enhance data frame background



More time-saving tips

- **Create smaller, specialized symbol style**
- **Create and use pre-symbolized layer files**
- **Use bookmarks**
 - View > Bookmarks > Create or pick from a list

Topic Review and Q & A

- **Visually balance your map**
- **Limit colors and shades**
- **Avoid texture vibration**
- **Know your viewing distance**
- **Shade the data frame background**
- **Create specialized symbol styles**
- **Use layer files**
- **Use bookmarks**



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