

Map Making Rules

Labeling

1. Every map must have 6 elements:
 - Title
 - Legend
 - Scale
 - Compass rose or direction arrow
 - Border
 - Date of publication and author
2. The symbols in a map's legend must correspond exactly with the symbols used on the map.
3. Different styles of lettering should be used to differentiate various types of features.
 - e.g. **PROVINCES/TERRITORIES** – use upper case lettering
 - City Names** – capitalize the first letter only
 - Lakes & Rivers* – use italic lettering
4. The lettering on the map should be printed parallel to the base of the map. Lettering should never be upside down or on an angle.
5. Symbols used to indicate varying quantity or importance should get the idea across in a visual way.
 - e.g. * Capital of Canada
 - Provincial/Territorial Capital
 - City
6. Labels should be printed in pencil first, then neatly copied in ink. Make sure to erase pencil marks.
7. River names should curve to follow the course of the river.
8. A dot (•) should be used when labeling cities. You need to place the name of the city as close as possible to the dot.
9. Labels should not block other information on the map and they should not be underlined.

Colouring

1. Maps should be properly colour coded using different colours to show the different areas on the map.
2. Ensure colours used on the map match the colours used in the legend.
3. Use solid colours only and shade consistently avoiding light and dark patches.
4. White or black are not to be used as colours on a map.
5. Blue should be used for bodies of water only (lakes, rivers, oceans, seas, & bays)
6. Grey should only be used for areas not important to the map (e.g. foreign countries)

Mapping Checklist



Be sure to follow the mapmaking expectations below when completing all maps in this course.

Feature	Map Making Expectations
Title	<ul style="list-style-type: none">• Should be within the map frame or border• Should be at the TOP of the map• Should be UNDERLINED or BOXED• Should not block any of the map's information• Should include: what, where, when
Legend	<ul style="list-style-type: none">• All maps MUST have a legend• A legend should not block any other map information• Place a BORDER around the legend information• All legends must have an UNDERLINED TITLE• Direction and scale can be included in the legend
Scale	<ul style="list-style-type: none">• Provide a scale, either linear, statement or representative fraction• Use a ruler
Direction	<ul style="list-style-type: none">• All maps MUST have a direction arrow• North should always be at the top of the page• Use a ruler
Border	<ul style="list-style-type: none">• Must be around the entire map• Must be of equal proportions All title, legend, & labeling must be within the border
Date of Publication	<ul style="list-style-type: none">• Indicate when the map was produced• Indicate who produced the map

A map is a simple illustration of material. Keep your map neat and make sure that it illustrates what your title indicates. DO NOT clutter it with unnecessary material.