

GUIDELINES FOR MAPS

Making good maps takes time and effort. Begin working on map assignments promptly to insure that you'll have enough time to complete the assignment properly. Rush jobs are very easy to spot. Turn in a rush job and you can expect to do the map over again.

Labeling – BLACK INK ONLY (A pilot style extra fine point pen gives the best results.)

1. Do all printing in pencil first – then trace over in ink last.
2. Print all words horizontally unless you are told differently.
 - a. Use a ruler or other straight surface to guide your writing.
 - b. Exception: Rivers may be labeled along the line of the river.
3. Lettering should be neat!
4. All information on the map should be **SPELLED CORRECTLY!**
5. Continents, countries, oceans and states are to be labeled in **CAPITAL LETTERS**. No Abbreviations!
6. Cities should be labeled as follows:
 - a. They must have a red dot showing where they are located.
 - b. City names should begin with a capital letter followed by lower case letters. **DO NOT MIX LETTERS.**

Coloring – COLORED PENCILS ONLY.

1. Water is **always** blue and the only thing colored blue.
2. Coloring strokes should go in one direction only and be neat.
3. Never color two adjacent states, countries or continents the same color.
4. Everything on a map needs to be colored. That means **EVERYTHING**.
5. Borders should be outlined and obvious.

Title & Key Labels – BLACK INK ONLY

All maps must be given a title that explains the content and/or use of the map.
For example:

Physical Map – Eastern United States

All maps must **show in a key** all non-labeled references of color or symbols.
For example:

Key:
^^^^^^ = Rocky Mountains