

Mapping Conventions

When you create a map, you need to follow a common set of rules called *conventions*. These help all of the readers of your map to know what they are reading.

Use the following list of conventions *every time* you create a map—these are the conventions that you will be marked on.

- **TITLE AND SUBTITLE**
 - underlined on the map
 - the title/subtitle should indicate what the map is about
- **BORDER**
 - around the map, using a ruler to **outline** the map and the map legend (if one is used)
- **NORTH ARROW**
 - in a noticeable place on the map, **pointing north**
- **SCALE**
 - most outline maps have a scale printed on them; if there is no scale, you must **add one**
- **LEGEND**
 - if you use any symbols or colour on your map, you must create a legend to explain to the reader what they mean
e.g., *Legend*
 - village ○ city ■ capital city
- **LABELS**
 - all labels should be **printed horizontally** in pencil, except for rivers, which can be printed along the river
- **SHADING**
 - when you use colours on the map, shade with pencil crayons in one direction (no markers!)
 - make sure labels can still be read.
- **WATER**
 - **water bodies** are shaded in **blue**; this is the only use for blue on a map
- **NAME/DATE**
 - put your name and date in the bottom right-hand corner

Note: Some maps will have additional guidelines. Be sure to follow those as well.