



## OREGON GEOGRAPHIC INFORMATION COUNCIL (OGIC)

### MAP ELEMENTS STANDARD, Version 1.0

December 14, 2005

#### Introduction:

The Oregon Geographic Information Council (OGIC) has established a set of map elements that shall be present on all "stand-alone" maps\* produced by Oregon state agency personnel. The elements, requirements for their use, and information about them are presented in the following table. The purpose is to serve as a set of standards and guidelines for the production and distribution of official maps in electronic or paper formats. This standard does not replace existing agency mapping protocols. It should serve as best practices guidelines for all government agencies in the state.

#### Background:

These standards and guidelines are necessary because, in today's electronic information environment, map authors have little control over the distribution and use of their maps once released. The elements defined here help users and producers to:

- ♦ Better understand the map information;
- ♦ Identify the standards, practices, and source data used in developing the map; and
- ♦ Enable tracking electronic source files so map developers can more quickly make alterations or additional copies.

Item	Required	Notes and Examples
Title	Yes	<b>Oregon Land Cover</b>
Legend or Explanation	Yes	
Map author's name or initials, and date	Yes	OWRD GIS (jd), 3/23/2005
Originating program or image file	Yes	Software: ESRI ArcMap ver. 9.1 Source file(s): M:\gisdata\dev\maps\landcover.mxd, or \\dataserver\gisdata\dev\maps\landcover.mxd
Disclaimer text	Yes. Use the OGIC approved text at right.	This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.
Map layer documentation	No, except when using data from an external source.	Aerial photography from the U.S. Geological Survey, 1994.
Additional descriptive text	No. Dependent on map status, use, or content.	• DRAFT • File request #1234567
Scale	Yes, unless the map scale is sufficiently small or the content (e.g., thematic maps) does not require it.	<i>Include at least one scale bar (usually in miles), and optionally, a representative ratio (1:24,000).</i>
Originating agency and/or state logo	Yes	<i>Follow agency guidelines. Use logos from other agencies, as appropriate, when they are contributors to the development of the map.</i>
Originating agency name and address	Yes. The agency's URL may also be used.	Oregon Department of Forestry 2600 State Street Salem, OR 97301
Geographic reference	Yes	<i>Use depends on the scale of the map and the size of the area depicted. This may take the form of a latitude/longitude graticule (for large-area maps) or north arrow (for small-area maps).</i>
Projection and other relevant information	Yes	Oregon Lambert Projection, NAD 83 (EPSG# 2992)
Locator map	When mapping a sub-area of the state	<i>Use a "common" theme (e.g., counties) as a backdrop, and highlight the area being mapped.</i>

\* Does not include maps within documents or slide presentations