

GISS Introductory Class

Briefing Map - How To

Description

The following steps are an overview on how to create a Briefing Map. This method is based on the assumption that an IAP Map product has already been produced.

Target Audience - GIS Specialists

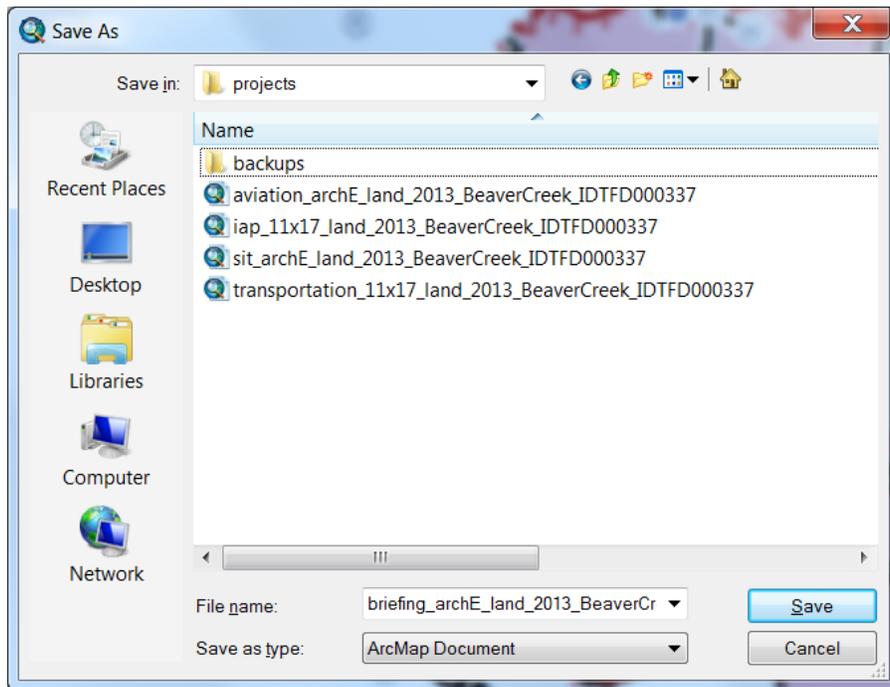
Lesson Objective

By the end of this lesson, the student will prepare a large format Briefing Map using GSTOP standards.

GSTOP Reference: Chapter 6,
Map Products: Page 61 & 62

Steps

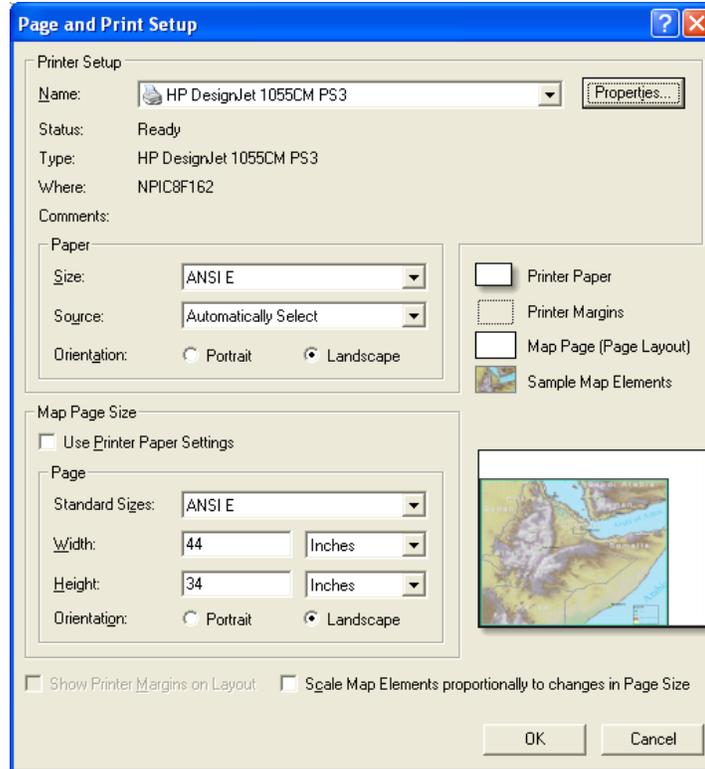
1. Open the IAP map document and **Save As**.
2. Save the .mxd directly under the Projects directory. Name the .mxd following the standard file naming convention.



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3. Create a page size large enough (generally 'E' or larger) that will be viewable by the people at the back of the briefing area.

Do this through the *File* menu > *Page and Print Setup*. Select the size and orientation most suitable for your incident.

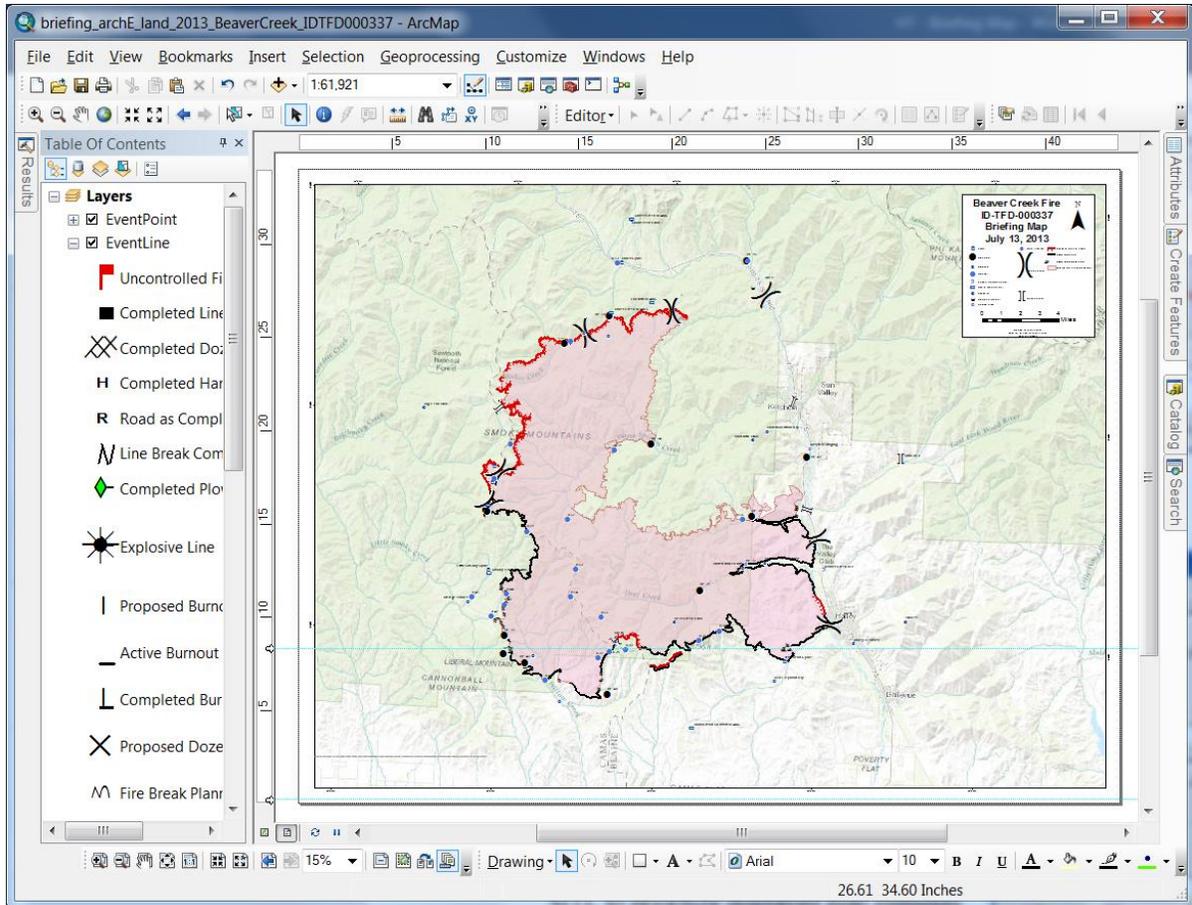


4. Remove extraneous data that does not directly support the operational objectives presented in the briefing. Work with your Situation Unit Leader (SITL) to prioritize displayed map elements. Reference GSTOP (page 61) for required and optional elements.

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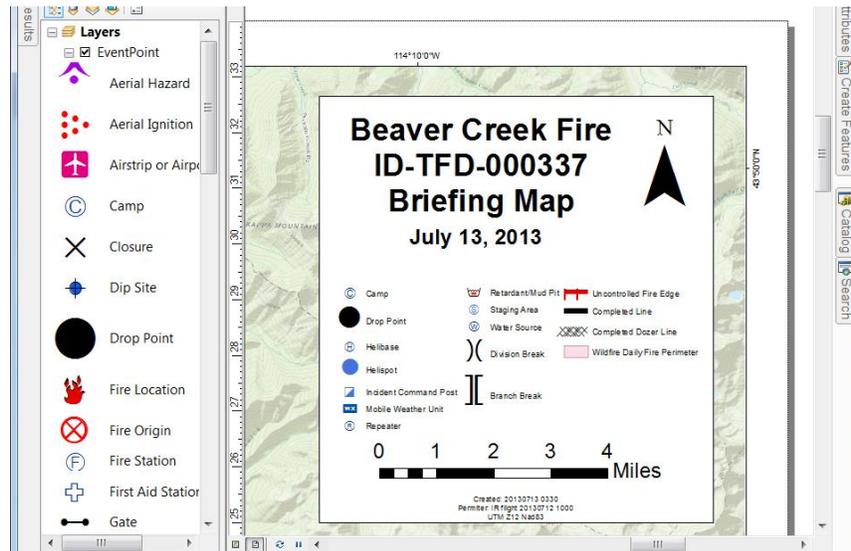
5. Adjust the feature weights and sizes for the large map size. Do the same for the labels.

The exact ratio between these values, scale, and a given paper size, is subject to trial and error. Fortunately, once a working ratio has been found (unless the incident changes size tremendously), the task is done.



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7. Reference GSTOP page 61 to make sure you have included the required items: scale, title, author, north arrow, date of preparation, and legend.



8. If creating a map larger than the width of your plotter (larger than 'E' size), use the following documents to create a BAM, a LARGE map that will be printed in tiles and taped together.

How To - Tiled printing from Adobe PDF

1. [Print a BAM from an Arch E layout](#)
2. [Custom Size BAM:](#) (e.g. 70"x80") .mxd settings and Adobe PDF print settings

9. Consider the workspace required to tape together large sheets of paper. You will benefit from doing this along with someone else if you do print a BAM. It will take time to do this. Schedule this time into your schedule when producing a large Briefing (BAM) map.