

## Setting up the page:

The following list show you an non-exhaustive enumeration of possibilities for setting up your map within a GIS.

- Switching from data view to layout view
- Setting up the page size and printer properties
- Setting the page orientation
- Showing or hiding printer margins
- Adding a border to a data frame
- Adding a background to a data frame
- Adding a drop shadow to a data frame
- Rotating the data in a data frame
- Adding a graticule
- Adding a measured or a reference grid
- Turning rulers on and off
- Snapping to rulers
- Setting the units and divisions on rulers
- Turning guides on and off
- Snapping to guides
- Adding and removing a guide
- Moving a guide
- Using guides to define margins
- Turning the grid on and off
- Changing the grid size
- Changing the snapping tolerance
- Adding a new data frame to a map
- Resizing or duplicating a data frame
- Using one data frame to show the location of another
- Adding a North arrow
- Adding a scale bar
- Customising a scale bar's scale and units
- Customising a scale bar's numbers and marks
- Adding scale text
- Adding a legend
- Changing the items in a legend
- Framing a map element
- Converting map elements to simple graphics
- Adding or modifying a title
- Adding a graphic element
- Placing a graphic element behind other elements
- Adding a neatline
- Adding a picture
- Grouping or aligning map elements
- Etc.