

# Labels and Annotation Management

*Course Length:* 1 day

*ArcGIS Version:* 10.x

*App:* ArcMap

## Overview

Labeling your features seems simple, but can cause a world of frustration if it is not behaving in the right way. Attendees in this course will learn some tips and tricks for making labels do what you want them to do, using a variety of methods available within ArcMap. Make use of the Maplex functionality for a more intuitive and helpful suite of tools for placing your labels. Go a step further and convert your labels to annotation, giving you complete control over each label's positioning and appearance.

## Audience

Those who are already comfortable with the basic of ArcGIS, but want to learn more about efficiently and effectively placing their labels on maps.

## Topics Covered

### Day 1

- Labeling Tips & Tricks – Expand upon the labeling techniques you may already know and use, making them work in new ways you may not be aware are possible. (Labeling Review; Label Classes; Label Placement; Label Expressions)
- Labeling with Maplex – Take your labels to the next level with more control over appearance, placement, stacking, key numbering, abbreviations, and more. (Using the Maplex Label Engine; Label Placement Properties)
- Map Annotation – Convert your labels to annotation, allowing you full control over every individual piece of text on the map (Annotation vs. Labels; Map Document Annotation)
- Geodatabase Annotation – Save your annotation in a geodatabase and tie each one to its feature, allowing for dynamic management, but maintaining a high level of control. (Annotation Feature Classes; Feature-Linked Annotation; Editing Annotation)

## Format

In-person instruction with hands-on practice, and course materials you can keep.

## Prerequisites and Recommendations

Attendees should have knowledge of Microsoft Windows® and be familiar with the basic use of ArcGIS, including the topics covered in either the **Fundamentals of ArcGIS** or **ArcGIS Desktop I** classes.