

## Creating a Custom Cemetery Symbol

**Note:** Follow this tutorial for any symbology you might need to customize a map.

### Getting Starting:

1. Open ArcMap and set your mapping layers.
2. You may have a cemetery layer for which you need custom symbols to designate specific graves or burial areas.
3. Using a photo or line drawing from a website or graphics program, copy the image as a Bitmap (.bmp) file onto your Desktop. If you anticipate using the image more than once, save it in ArcGis/Styles/Pictures so you can find it later.

4. We saved this one as CSA2:



### Navigate to Style Manager:

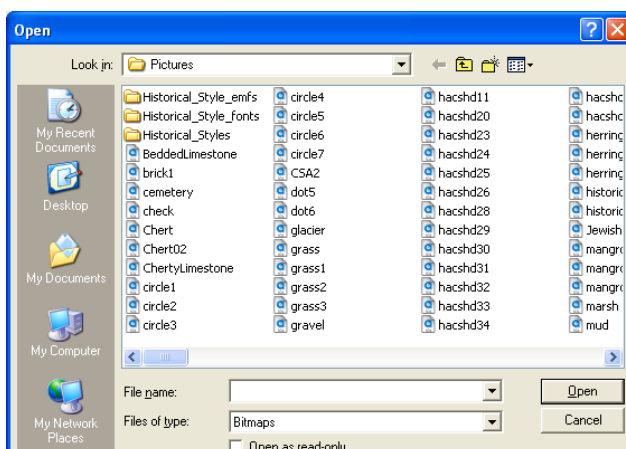
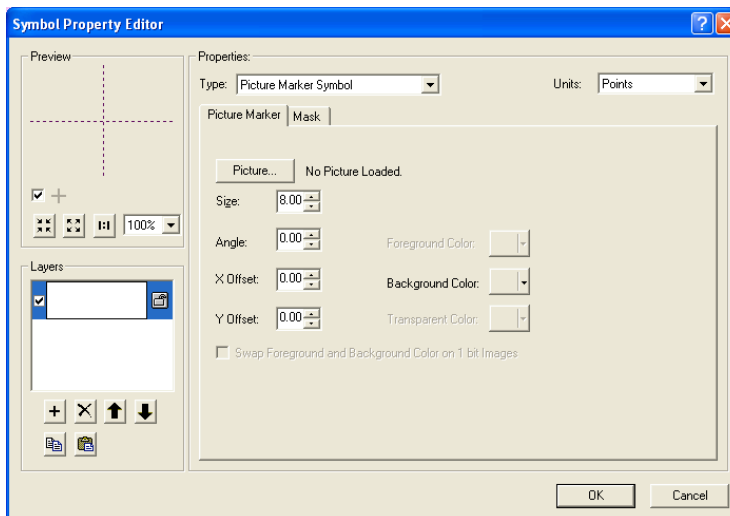
1. Once you have your images saved as Bitmaps, return to ArcMap. In the overhead toolbar, click on TOOLS. Scroll down to STYLES and wait for the popup box.
2. Click on STYLE MANAGER. A new window will open with two lists: The list on the left is a list of style files. The one on the right shows the contents of the selected file. The ESRI.style file will contain ESRI's stock choices.

### Choose the Symbol Folder You Needed:

1. In the left window, choose the .style file you will be working in for your custom symbol(s). In this case, we are creating symbols to designate areas where military veterans are buried in Oconee Hill cemetery. These symbols may be used to designate individual graves or areas where all veterans from a specific conflict are interred.
2. In the list of folders that appear in the right window, right click on MARKER SYMBOLS> NEW> MARKER SYMBOL.

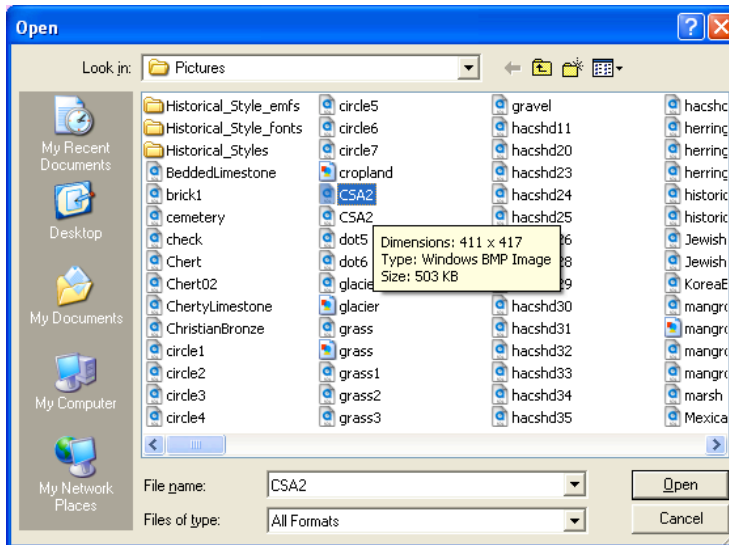
## Add Your Image to the Symbol Folder:

1. Click on the dropdown box under PROPERTIES and select PICTURE MARKER SYMBOL.
2. In the window that appears, navigate to the Pictures folder where you have stored your images.
3. Select your image and click OPEN. The image will appear in the PREVIEW box in the upper left of the window.
4. Under Properties, there are two tabs: PICTURE MAKER and MASK. These features allow you to re-size your image, create a masking field behind your image to make it easier to see on your map, add colors, and other properties to customize your image. When you have finished, click OK.
5. Repeat for all desired images.



## Now Add Your Symbol to the Map:

1. The A-CC data file does not include a layer for Cemeteries. Because we know where Oconee Hill Cemetery is and in which section of the cemetery the graves are located, we are going to copy our symbol images from their source file directly onto the map.
2. In the overhead toolbar, click on INSERT and scroll down to PICTURE. In the window that appears, select your image and click OPEN.



## Finishing Up:

1. Your image will appear on the map. Resize and place it where you need it to be on the map. If you want, you can double click on the image and add background colors and borders to make the image easier to see.
2. If you want to add text, go back to the overhead toolbar, click INSERT and TEXT. A Text Box will appear in which you can type your desired text. Double click on this image to bring up a PROPERTIES window in which you can resize and reformat the text.
3. Add the text to your image.

