Labeling a Soil Map

Abstract
The purpose of this guide is to demonstrate how to use the label tool to create an annotation layer for your soil map.

Steps: Set Scale - Label Tool/ Enter Label Description – Change Label Color.

Details

1. **Zoom** in so that you can see your entire soils map.

2. **Clicking** on the **Label Tool**.

3. The Map Label window comes up.

4. In the **Select Layer to Label** area, **select** Planned Land Units (see graphic 4).

5. In the **Label Properties** area, **check** the Scale Labels checkbox (see graphic 5).

6. In the **Label Description** area, **check** the check boxes for the first line (see graphic 6).

7. **Select** MUSYM from the **Field** drop-down menu (see graphic 7).

8. **Click** the **OK** button (see graphic 8). This will place labels in the visible soil units.
9. The Annotation Layer box will pop up with the name Soils Map.

![Annotation Layer](image)

If this is the only labeling you are going to do for this customer click the OK button.

If you are going to label soils for another tract, name the annotation layer after the visible tract(s). One example would be to name the annotation layer T1234 Soil Map. This stands for Tract 1234 Soils Map Labels. If the landowner has upwards of 30-40 tracts, it’s really easy to see which tracts those soil map labels are for.

10. After clicking the OK button, the labels are displayed in black.

11. Select the Select Elements Tool.

12. Select all of the labels by clicking and drag a box completely around all the labels.

13. Click on the font color tool. (See Graphic 8).

![Font Color Tool](image)

Change the color of the font by choosing which color you want the text to be. The font size can also be changed from this toolbar.

14. Double click on Layers to bring up the data frame properties window. In this window click the Annotation Groups tab. The annotation group can be toggled on and off from this window by checking or un-checking the check box.

**Note:** Never un-check the <Default> box.