

# Tips for Source and Credit Information

## How Do I Add Source and Credit Information

- Insert Dropdown – Text
  - Then Enter in desired text in the box that appears on the screen
- Move to desired location by clicking on arrow and dragging it to desired location

## Tips

- MUST be included
- Text should not be too large
  - Can adjust this by double clicking on the text – click the Change Symbol button – change the size option
- Typically maps should have only 2 fonts, one serif and one sans-serif
  - Can adjust font by double clicking on the text – click the Change Symbol button – change the font option
- Remember to cite your data sources including the date
- Remember to credit yourself as cartographer
- Citing Geospatial data can be done in a number of ways. There are a number of good references including “Electronic Styles: A Handbook for Citing Electronic Information” by Xia Li and Nancy B. Crane and “Cartographic Citations: A Style Guide” by Suzanne M Clark, Mary Lynette Larsgaard and Cynthia M. Teague.

These examples are taken from <http://www.lib.uwaterloo.ca/locations/umd/digital/citation.html> and <http://library.mcmaster.ca/maps/mapcite.html> are:

| Format  | Example   |
|---|---|
| <b>Shapefile generated from a GIS Dataset</b>   |   |
| Data Producer. Name of database or source. “Title of subset.” [format].<br>Person who generated file; Software package used to generate file;<br>Methodology used to generate file.<br>(Date subset was generated). | Statistics Canada. 2006 Census Census subdivisions (cartographic boundary file gcsd000b06a_e). "Indian Reserves in Canada." [ESRI shapefile]. Created by McMaster University Library Lloyd Reeds Map Collection, using ArcView 3.2, as a subset of the original dataset with csdtype = IRI. March 12, 2008. |
| <b>Data retrieved from a local area network:</b>  |   |
| Database Name [type of medium].<br>Producer location, province/state:<br>Producer Name, year.   | City of Toronto Digital Orthophotos [computer file].<br>Toronto, Ontario: Land Information Toronto, 1997.   |

