



Final Overlay Preparation

Chapter 8

After you have collected and processed the data, use the following steps to prepare the final overlay:

Step 1. Lay out the base map on a flat working surface, taping it on all four corners.

Step 2. Orient the working overlay to the base map. Check registration marks on the draft overlay and line them up with the corners on the base map. Tape the working overlay to the base map on all four corners.

Step 3. Register the overlay material to the base map by tracing corner ticks from base map onto the overlay material, using a fine point pen, so they form an L approximately .5 inches by .5 inches.

Step 4. Place the security classification at the top and bottom center of the overlay.

Step 5. Trace the outline of areas identified on the working overlay onto the final overlay, and use the appropriate letters to correspond with the area. Do this with each area to be outlined, until you have outlined all areas and depicted them with the correct letters.

Step 6. Place marginal data on the overlay according to Figure 8-1.

Step 7. Construct a legend depicting all symbols used on the draft overlay.

Step 8. Check the overlay for completeness, accuracy, and legibility.

Step 9. Remove the overlay from the base.

Step 10. Attach a classified cover sheet if it is required.

Step 11. Deliver the overlay to your supervisor for review and storage.

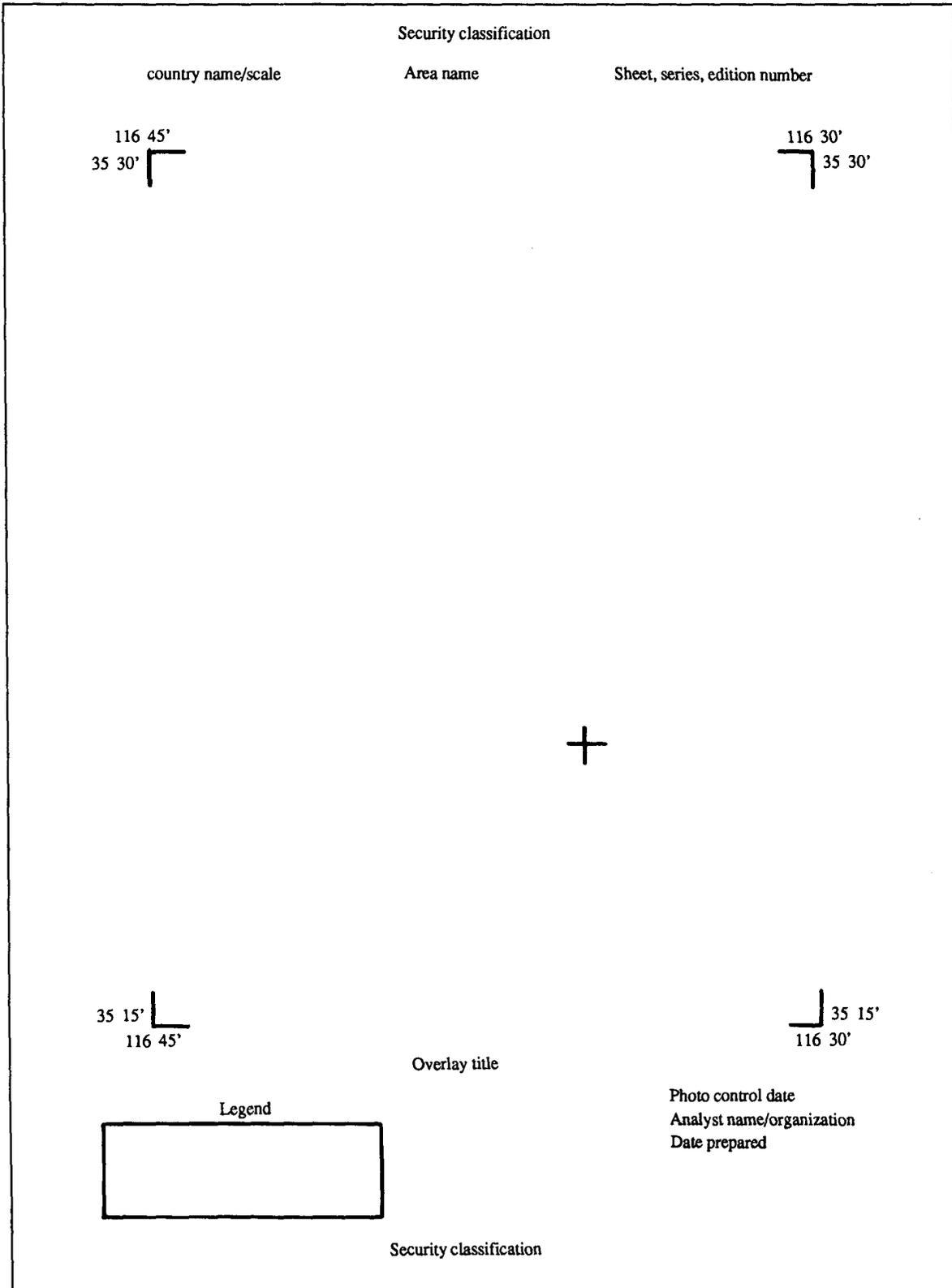


Figure 8-1. Example for map overlay