PROCEDURE FOR OBTAINING PRE-MARKED MAPS
By Bob Allison

For most of our events it is feasible to prepare maps with courses pre-printed on them. However, as you will appreciate, while this saves the organiser some effort and improves the presentation of the events, it does add to the cost of printing and to the cost of putting on events. In order to contain the cost of printing, which depends to an extent on the amount of paper and the amount of ink used, I can tailor the maps in OCAD so that we print an area no larger than we actually need for the event. For most Saturday and Wednesday events, at least, the map can be fitted on an A4 page, which is usually ample for a 5km course. The longer courses prepared for many Sunday events may mean that a map up to A3 size may be required.

For consistency in the Saturday and Wednesday events, it is usual to print all maps at 1:10,000 and have a common presentation (titles, sponsors' logos, size etc).   Where appropriate, Sunday event maps may be printed at 1:15,000. MTBO maps will normally be printed at 1:20,000.

Setting up the maps each week takes only a little time and I can usually respond quickly, although obviously the more notice I have of the area you require the better.   To give yourself ample time you should aim to advise me of the extent of the area you need at least 4 weeks before the event.

Although we have been printing maps for each event and pre-printing courses regularly for a number of years, few course-setters have taken advantage of the opportunity that this presents to include any map corrections that they come across. If you give me sufficient notice I can update the map for the event.

You can either prepare the course overlays, if you have access to Corpse or OCAD or other compatible software, or arrange, through me, for an experienced person to do so.   It is possible to use, for the duration of your event planning, OACT's copy of Corpse.

If you are preparing the course in Corpse or OCAD I will provide you with the appropriate map file. OACT has two computers with OCAD Course Setting ('OACT CS') software that can be borrowed to set courses. Contact the OACT office to organise borrowing a computer. There are a number of online tutorials that can be used to give basic instructions on how to use OCAD CS, for further advice contact club members who have used this software before.

When the courses are completed you should send me the Corpse or OCAD file and I will arrange for the maps to be printed. My email address is allisonr@grapevine.com.au .

Please note that these are minimum times and that prudent planning suggests that you work to earlier time frames to allow for things to go wrong (eg printer breakdown, Corpse file problems, ISP problems, heavy workloads, vital people away, etc – all of which can cause you some grief).