## Installing Highway Shields for use in labeling Missouri highways and county routes

The Missouri Highway shield font should automatically be installed when ArcView is loaded. If you load one of the highway layer files that contain the Missouri highways (represented by an outline of the state in white against a black background) and this shield does not draw properly, you may need to install this font yourself. These instructions outline the steps of using the Highway Shield fonts provided by MDOT (Missouri Department of Transportation) to create symbols for use in labeling state and local highways within ArcMap.
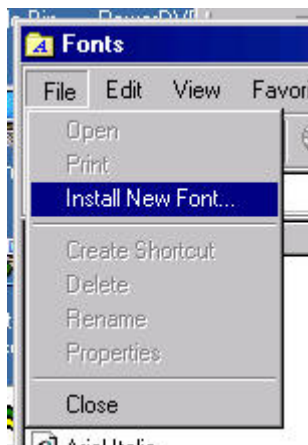
The basic steps are:

1) Install the appropriate font (in this case TTF file extension, for a TrueType font) on your computer.
2) Open ArcMap, and go to the Style Manager
3) Add the Style for the Missouri highways
4) Use the labels within this style set

Labels 'retrieve' information from the table and place text on your map based on the values of a particular field (or fields). Labels can be plain text, or they can also have a background to them. You see this all the time; interstates have a distinctive blue and red shield surrounding the route number. ArcMap provides labels that are used nationally such as the Interstate and US highway shields. Local and regional symbols must be added.
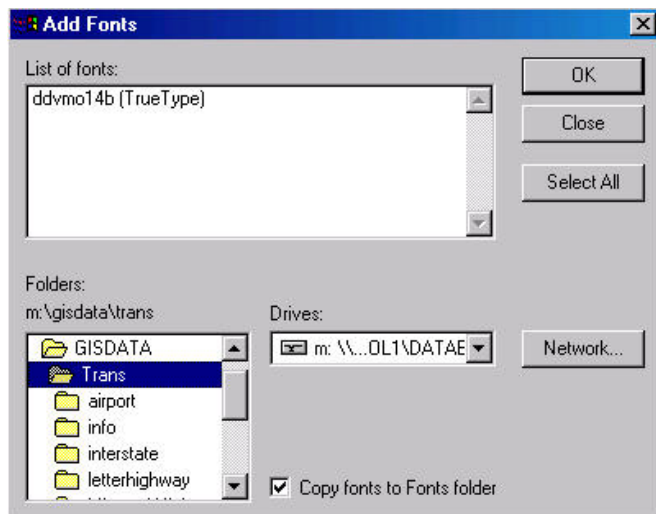
The directory containing the information you need is located at M:\GISDATA\Trans\Missouri Highway Shields. You will need from this directory:
DDVMO14B.TTF – the font
MOhwy.style – The style set created containing the Missouri and county highway symbols.

Open the Control Panel on your computer (found under the Start button) and then open Fonts.
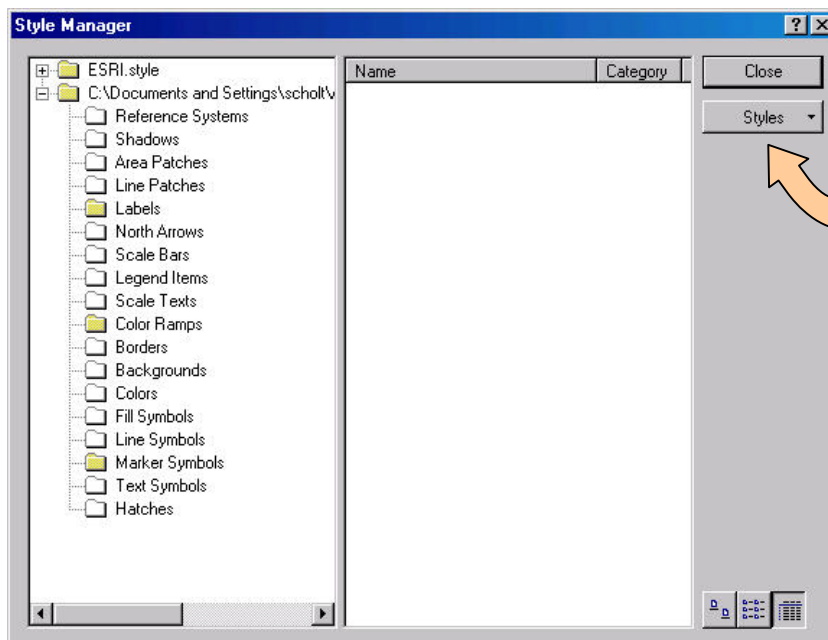At the upper left, under File, select Install new font.

Navigate to the M:\GISDATA\Trans\Missouri Highway Shields folder.

Select the font that is in that folder and choose OK.

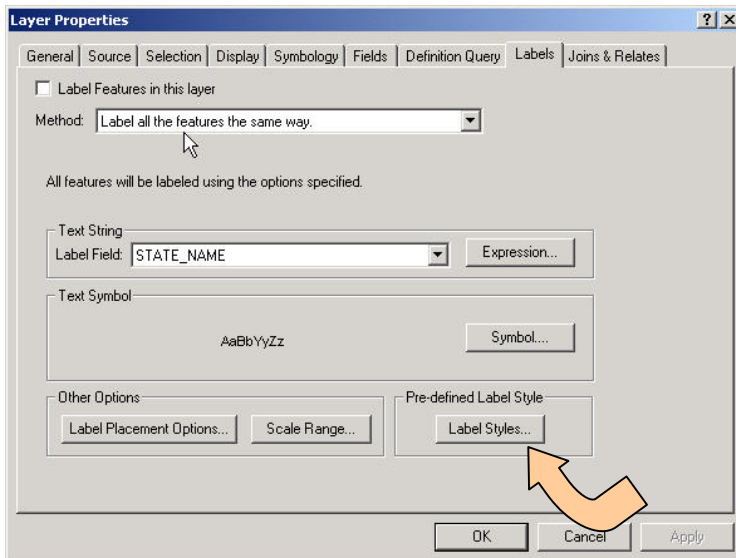The font will be added to your computer's available fonts.

Open ArcMap.

At the top, under Tools, choose Styles > Manager.



Select Styles
At the bottom of the list of available styles choose Add…

Navigate to the M:\GISDATA\Trans\Missouri Highway Shields folder.  Select Mohwy.style.
The highway shields will be now be available for labeling.

If you open up a map that is using these highway shields before you've installed the font, you will get default substitute font.

You will still need to install the Mohwy.style set.

To reset the symbols for any existing layers, open the Layer Properties. Select the label tab.

Choose Pre-defined Label Style. The highway shields will be at the bottom of the available symbols (since you loaded them last). You will need to change both the Missouri highway labels and the lettered highways (the county routes).

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