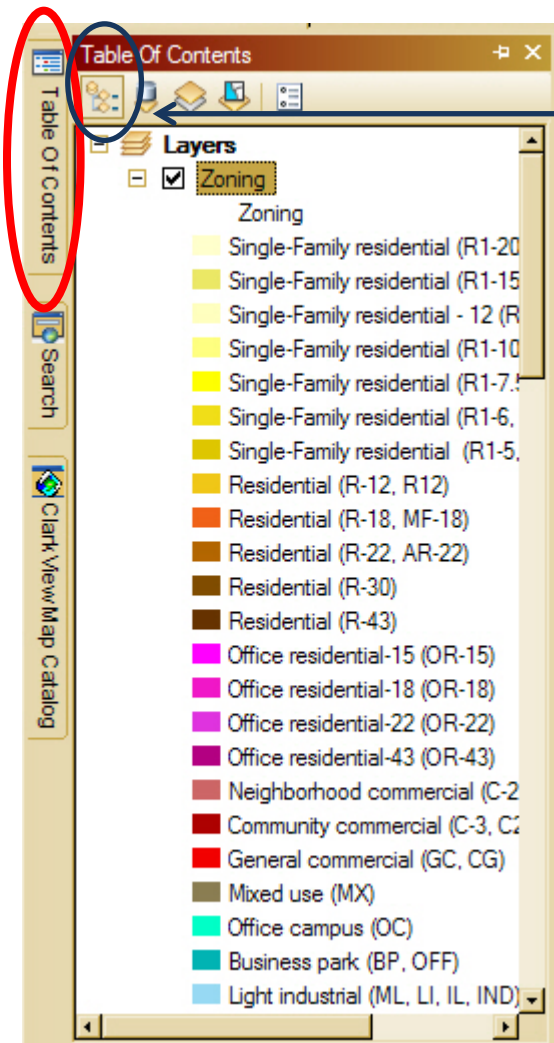# Setting Layer Properties, and Saving a Layer File

To view the legend for the layers you have in your map display, access the Table of Contents (TOC). If the TOC is not visible, open the Windows menu and click on "Table of Contents".
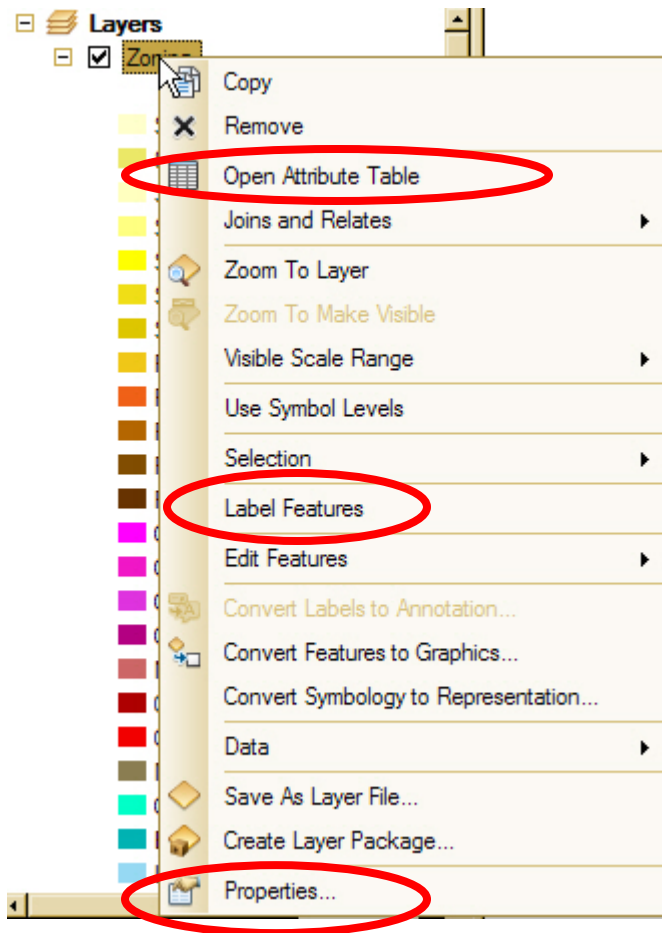
Make sure you are viewing the TOC in the "List by Drawing Order" mode.

Most layers will be turned on and visible as soon as you select them in the MapCatalog tab.

Others may not be turned on. These you will have to place a check in the box to the left of their name in the TOC.

Others may already be checked on, but with the check mark slightly grayed-out. This means that the layer is scale-dependent and that the map view is not at a scale where the layer will display.

Table Of Contents

Layers
- **Zoning**
  - Zoning
    - Single-Family residential (R1-20
    - Single-Family residential (R1-15
    - Single-Family residential - 12 (R
    - Single-Family residential (R1-10
    - Single-Family residential (R1-7.5
    - Single-Family residential (R1-6,
    - Single-Family residential (R1-5,
    - Residential (R-12, R12)
    - Residential (R-18, MF-18)
    - Residential (R-22, AR-22)
    - Residential (R-30)
    - Residential (R-43)
    - Office residential-15 (OR-15)
    - Office residential-18 (OR-18)
    - Office residential-22 (OR-22)
    - Office residential-43 (OR-43)
    - Neighborhood commercial (C-2
    - Community commercial (C-3, C2
    - General commercial (GC, CG)
    - Mixed use (MX)
    - Office campus (OC)
    - Business park (BP, OFF)
    - Light industrial (ML, LI, IL, IND)

Table Of Contents   Search   Clark View Map Catalog

From the Table of Contents tab, you can right-click on any layer and perform a number of activities:
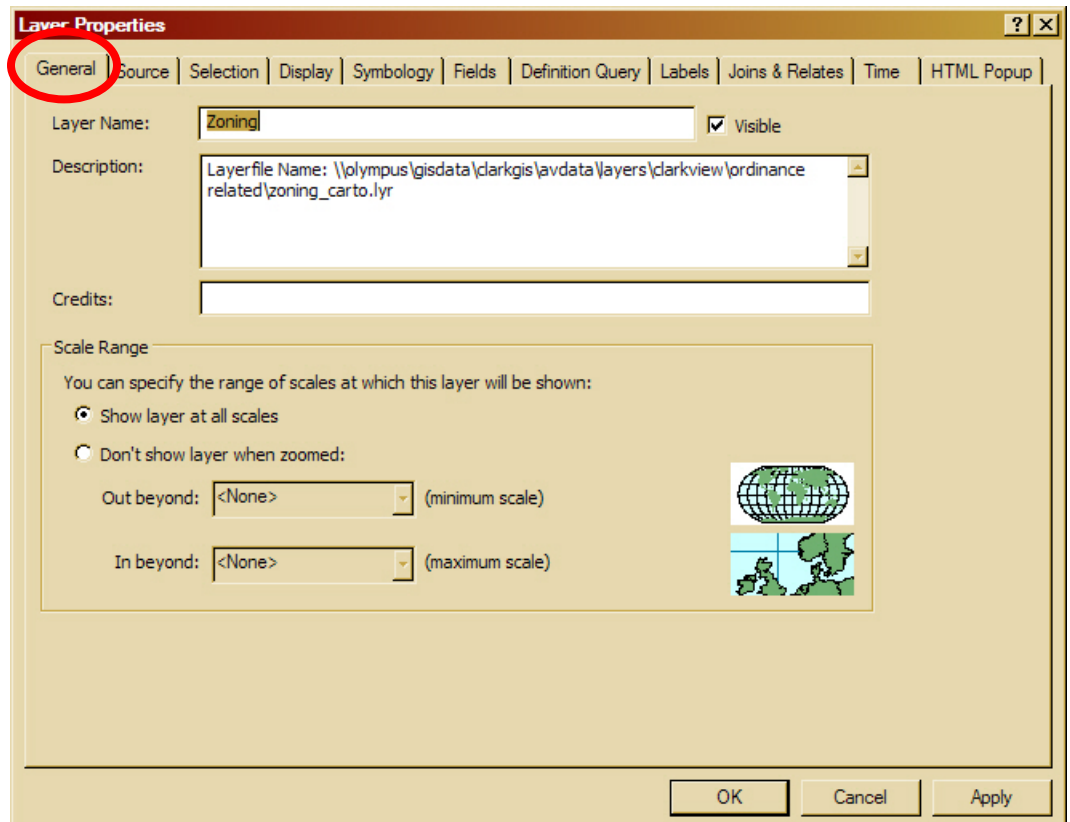

Open its Attribute Table.

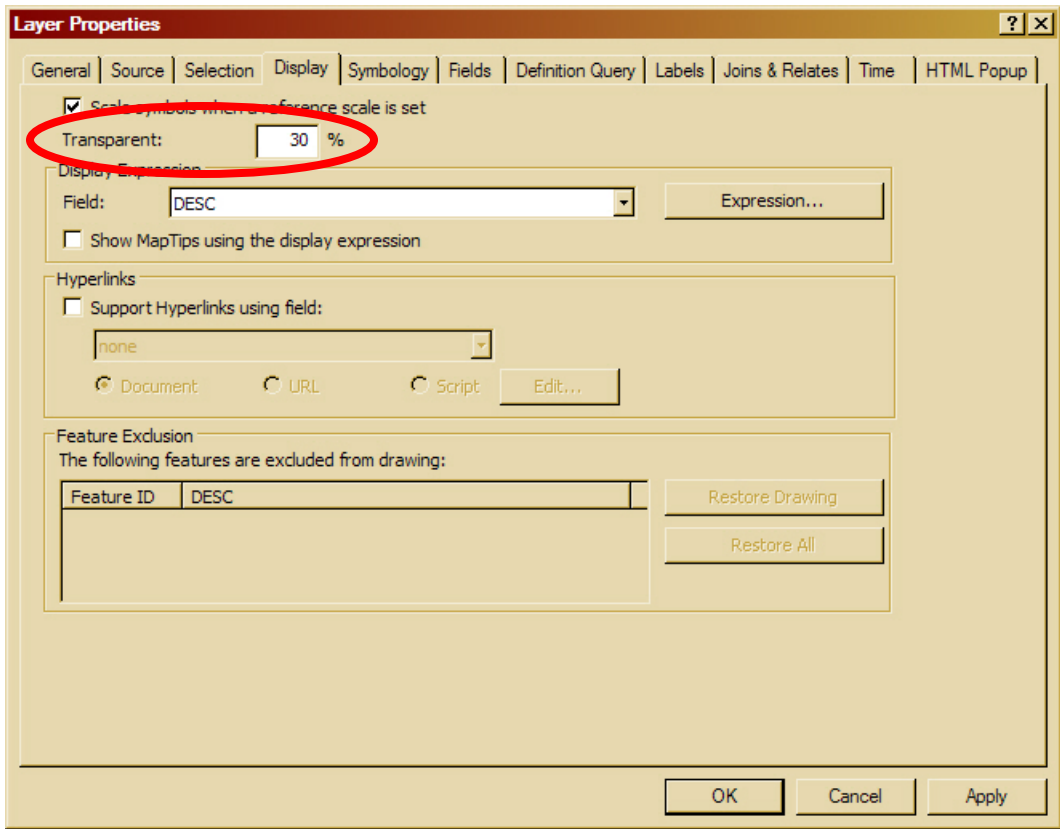Some layers will already have labels turned on. If not, you can turn them on from here.

Open its Properties dialog:

Layer Properties dialog

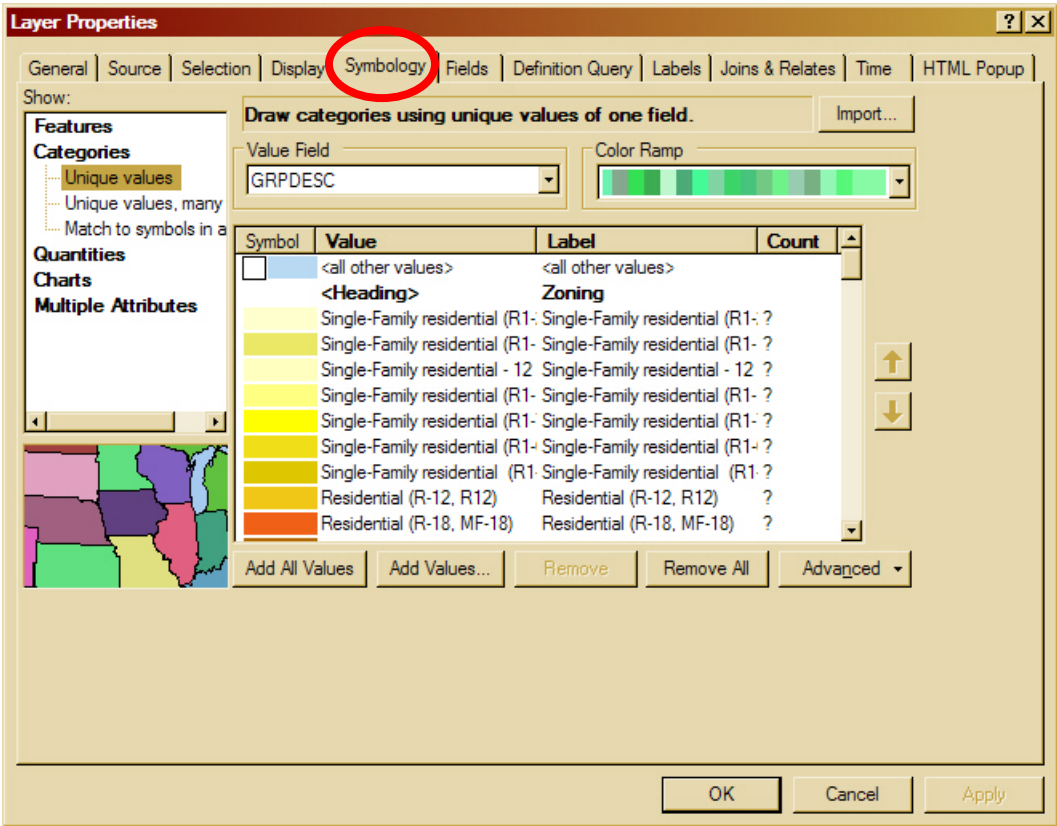The Layer Properties dialog has eleven tabs that allow you to customize the layer:

From the General tab, you can create (or remove) a scale dependency for the layer.
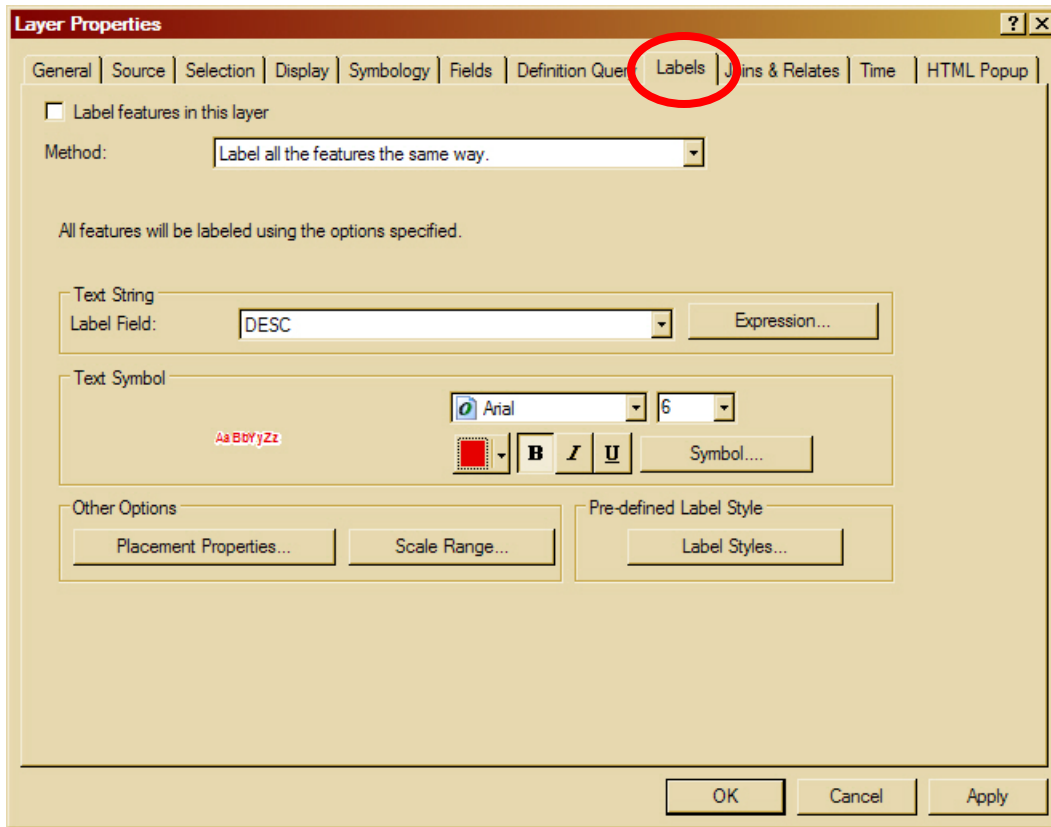
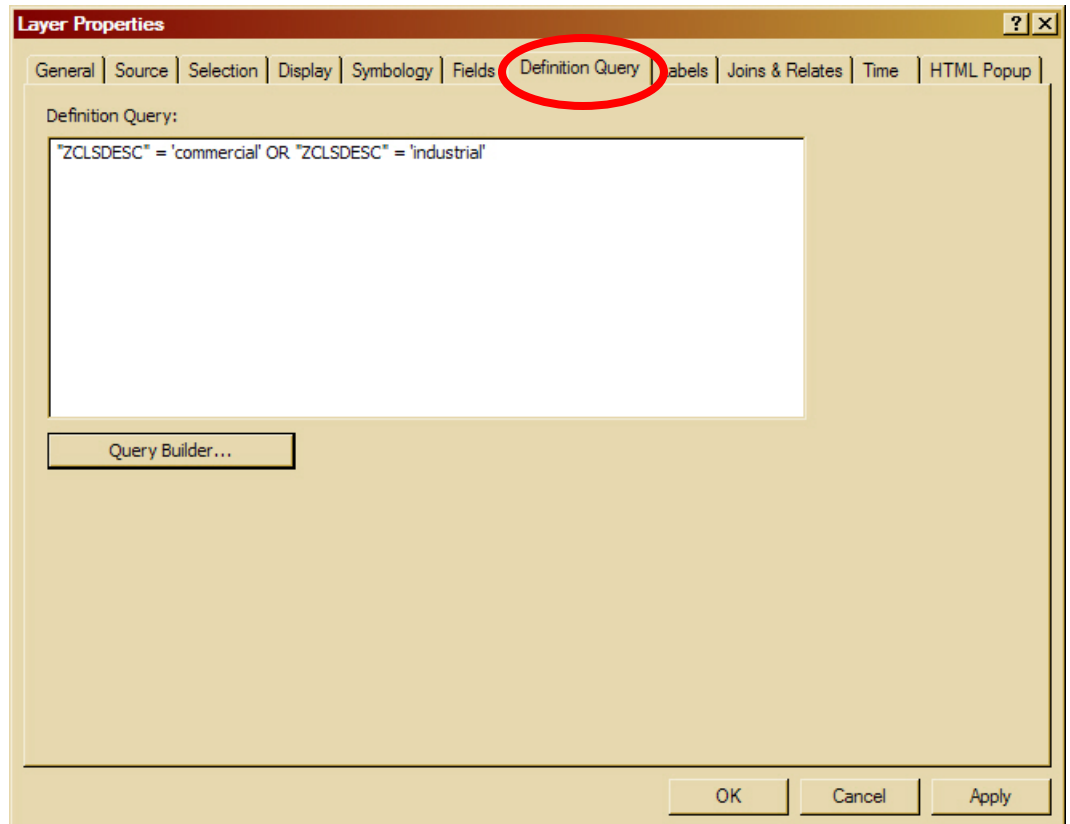From the Display tab, you can make the layer partially transparent.

The Symbology tab allows you to change legend types, legend colors, and legend symbols.
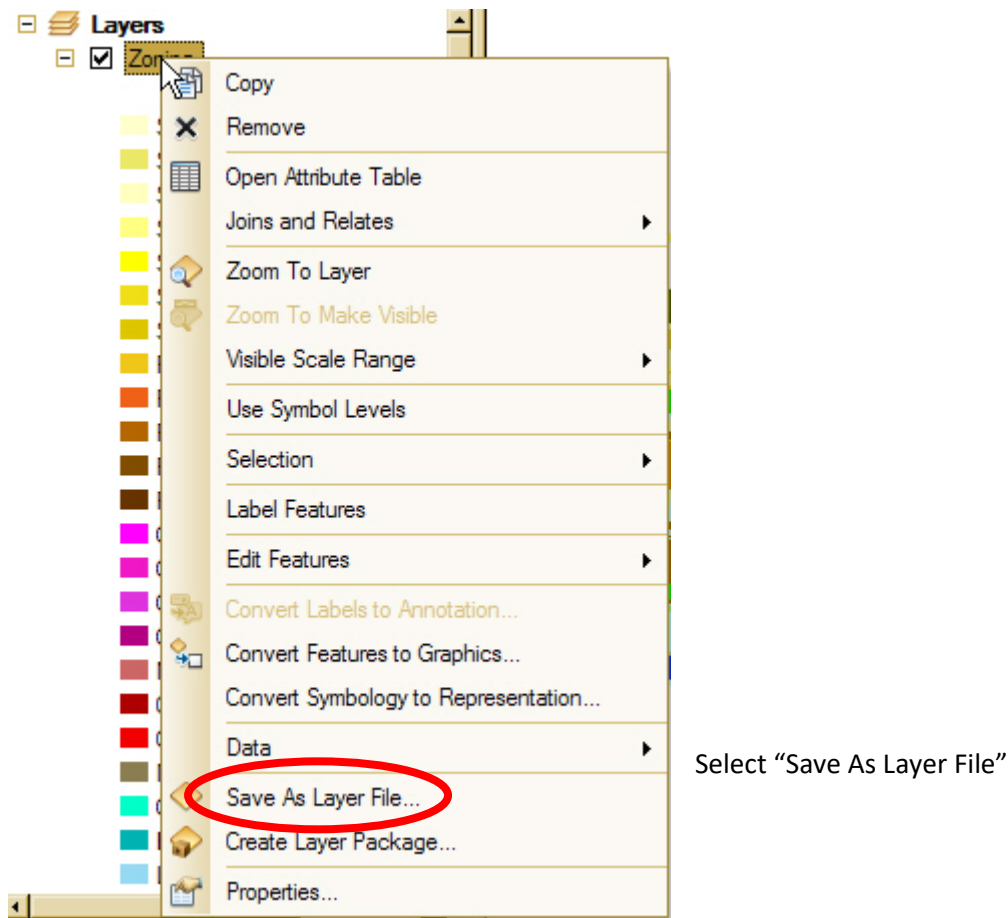
You can change Label characteristics from the Labels tab.

You can select subsets of a layer (e.g. only Commercial and Industrial Zoning) by using the Definition Query tab.
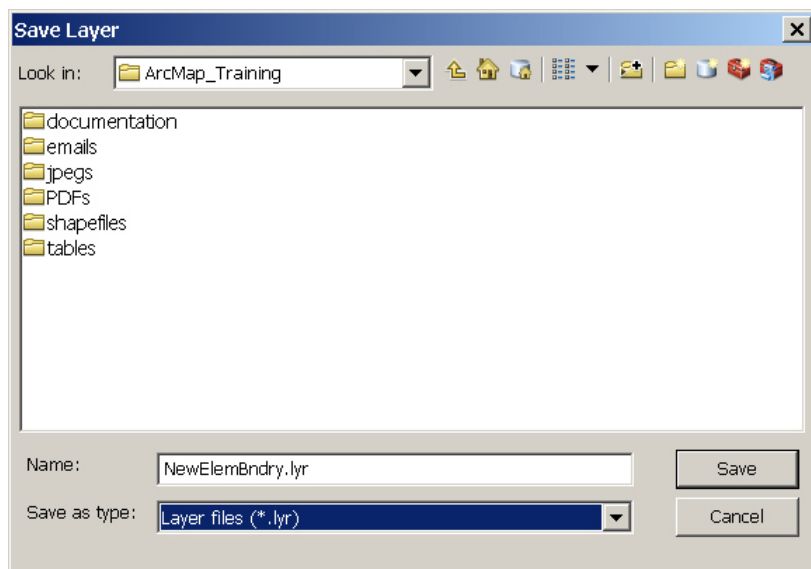
Saving your settings in a Layer File (.lyr)

In the TOC, right-click on the layer.

Select "Save As Layer File"

Browse to desired location, provide a suitable Name and click "Save".

Saved layer files can be imported into ArcMap in the same way as shapefiles or other data.