



ArcGIS Online Set Up Instructions

Create An Account

1. Receive an email from ArcGIS Notifications with a URL to finish setting up your account and establish your password to join the University of Illinois Chicago ArcGIS organization. In addition to the URL, there will be a message letting you know when the link will expire (you must finish setting up your account by then) and a note that lets you know what your username is.

 ArcGIS Notifications <notifications@arcgis.com>11:57 AM (23 minutes ago) ☆ Smile Reply More

to

U of I WebStore has invited you to join an ArcGIS Online Organization, University of Illinois.

Please click this link to finish setting up your account and establish your password to join the organization, University of Illinois: <https://www.arcgis.com/home/newuser.html?invitation=Ac8a1d9c3204643b09af6807b95446a83>

This link will expire in 14 day(s).

Note that your account has already been created for you with the username, **username**

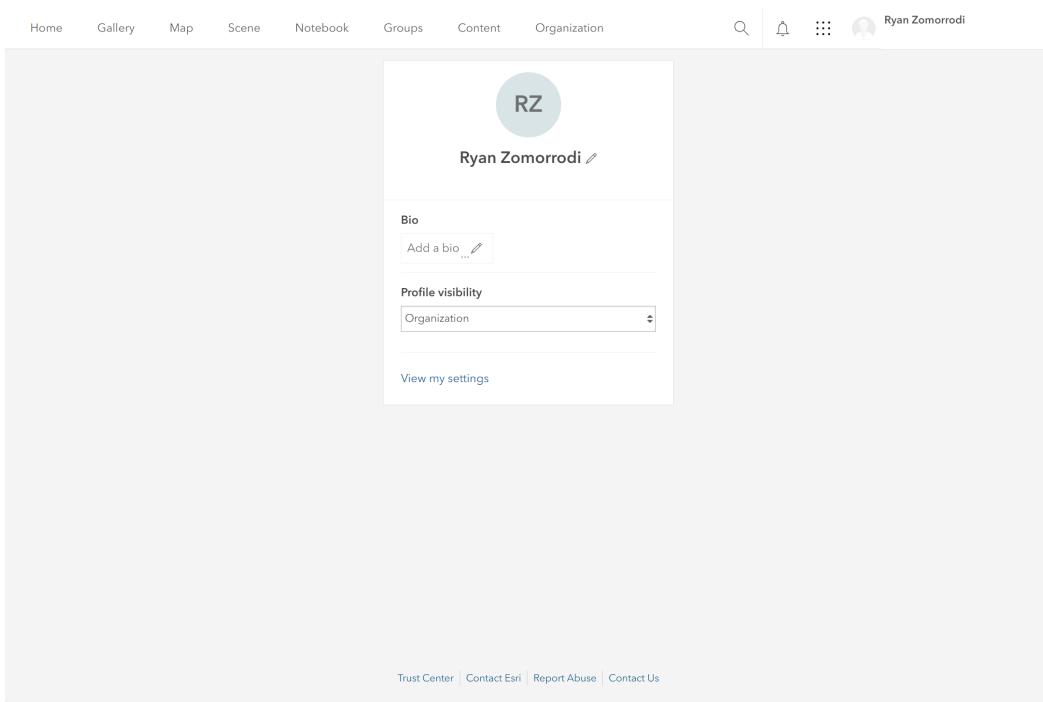
If you have difficulty signing in, please contact U of I WebStore (webstoremanager@illinois.edu). Be sure to include a description of the problem, the error message, and a screenshot.

For your reference, you can access the home page of the organization here:
<https://Univofillinois.maps.arcgis.com>

Experience what's possible with ArcGIS Online. For free hands-on lessons and other resources, visit [Learn ArcGIS](#).

This is an automated email. Please do not reply.

2. Click the link provided from the email and establish a password and security question to access ArcGIS Online.
3. Once your password is established, you should be logged into your account. Check to see if your name is listed in the top right corner to see if you are logged in. If you are not logged in. You can always login to your account at <https://arcgis.com>



The screenshot shows the ArcGIS Online user profile settings page for "Ryan Zomorodi". At the top, there is a navigation bar with links for Home, Gallery, Map, Scene, Notebook, Groups, Content, and Organization. On the far right of the header, there is a search icon, a notification bell, and a user profile icon labeled "Ryan Zomorodi". Below the header, there is a large circular profile picture placeholder with the initials "RZ". The user's name, "Ryan Zomorodi", is displayed next to it. Underneath the name, there is a "Bio" section with a placeholder "Add a bio...". Below that is a "Profile visibility" dropdown menu set to "Organization". At the bottom of the profile card, there is a "View my settings" link. The main content area of the page is currently empty, showing a light gray background.



ArcGIS Pro Installation Instructions

Download ArcGIS Pro

Note: If you already have ArcGIS Pro installed, skip this step and simply login to your new account.

1. Click on your name in the top right corner and open up My Settings

The screenshot shows the Esri user profile interface. At the top, there is a navigation bar with links: Home, Gallery, Map, Scene, Notebook, Groups, Content, and Organization. On the far right, it shows the user's name "Ryan Zomorrodi" and various icons. Below the navigation bar is a large profile card for "Ryan Zomorrodi" with a placeholder "RZ" profile picture. The card includes sections for "Bio" (with a "Add a bio" button), "Profile visibility" (set to "Organization"), and a "View my settings" button. To the right of the profile card is a sidebar with links: "My profile", "My settings" (which is highlighted with a red box), "My Esri", "Training", "Community and Forums", "ArcGIS Blog", and "Help". At the bottom of the sidebar are "Switch Accounts" and "Sign Out" buttons. At the very bottom of the page, there are links for "Trust Center", "Contact Esri", "Report Abuse", and "Contact Us", along with the URL "https://univillinois.maps.arcgis.com/home/user.html#settings".

2. Click on my Licenses and scroll down to where you can see Download ArcGIS Pro. This installer can be quite sizeable so it may take a moment to download.

The screenshot shows the "My settings" page under the "General" tab. On the left, there are sections for "General", "Security", "Licenses" (which is highlighted with a red box), and "Credits". On the right, there is a list of ArcGIS products with their corresponding icons. The products listed are: ArcGIS Pro extensions, ArcGIS Urban Suite, Essential Apps, Field Apps, Office Apps, ArcGIS Business Analyst Web and Mobile Apps Advanced, ArcGIS Community Analyst, ArcGIS Drone2Map Standard, ArcGIS GeoBIM, ArcGIS GeoPlanner, ArcGIS Image for ArcGIS Online, ArcGIS Insights, ArcGIS Location Sharing, ArcGIS Pro, ArcGIS Runtime Advanced, and Esri Redistricting. At the bottom right of the list, there is a red box around a link labeled "Download ArcGIS Pro". At the very bottom of the page, there are links for "Trust Center", "Contact Esri", "Report Abuse", and "Contact Us".



ArcGIS Pro Installation Instructions

3. Before you can install ArcGIS Pro, you will need to ensure that [Microsoft .NET 6 Desktop Runtime – Windows x64 Installer](#) is installed on your machine (file should download upon clicking this link. If it does not, click on the direct link)
4. Run the executable (.exe) file to install Microsoft .NET 6 Desktop Runtime – Windows x64 Installer.
5. In order to work with Excel files within ArcGIS we will need to download the Microsoft Access Database Engine 2016 Redistributable. Visit [this website](#) and select Download.

The screenshot shows the Microsoft Download Center interface. At the top, there are navigation links for Microsoft products like Windows, Office, Web browsers, Developer tools, and Xbox. On the right, there are links for 'All Microsoft', 'Search', 'Cart', and 'Sign in'. The main content area features a banner for 'Microsoft 365' with the tagline 'Maximize the everyday with Microsoft 365'. Below the banner, there are two options: 'For 1 person' and 'For up to 6 people'. To the right of the banner is a photo of a woman sitting at a desk with a laptop, surrounded by floating icons representing various Microsoft products like Word, Excel, and PowerPoint. The main title of the page is 'Microsoft Access Database Engine 2016 Redistributable'. A sub-instruction below the title reads: 'This download will install a set of components that can be used to facilitate transfer of data between Microsoft Office System files and non-Microsoft Office applications.' Below this, there is a note: 'Important! Selecting a language below will dynamically change the complete page content to that language.' followed by a 'Select language' dropdown set to 'English' and a 'Download' button.

6. Select **AccessDatabaseEngine_X64.exe** from the options and download.

This screenshot shows a download selection interface. The title is 'Choose the download you want'. There is a table with three rows of download options:

<input type="checkbox"/> File Name	Size
<input checked="" type="checkbox"/> accessdatabaseengine_X64.exe	79.5 MB
<input type="checkbox"/> accessdatabaseengine.exe	77.8 MB

Below the table, there is a note: 'Total size: 79.5 MB'. At the bottom left is a 'Download' button, and at the bottom right is another 'Download' button.

7. Open up the AccessDatabaseEngine_X64.exe and follow the installer instructions.

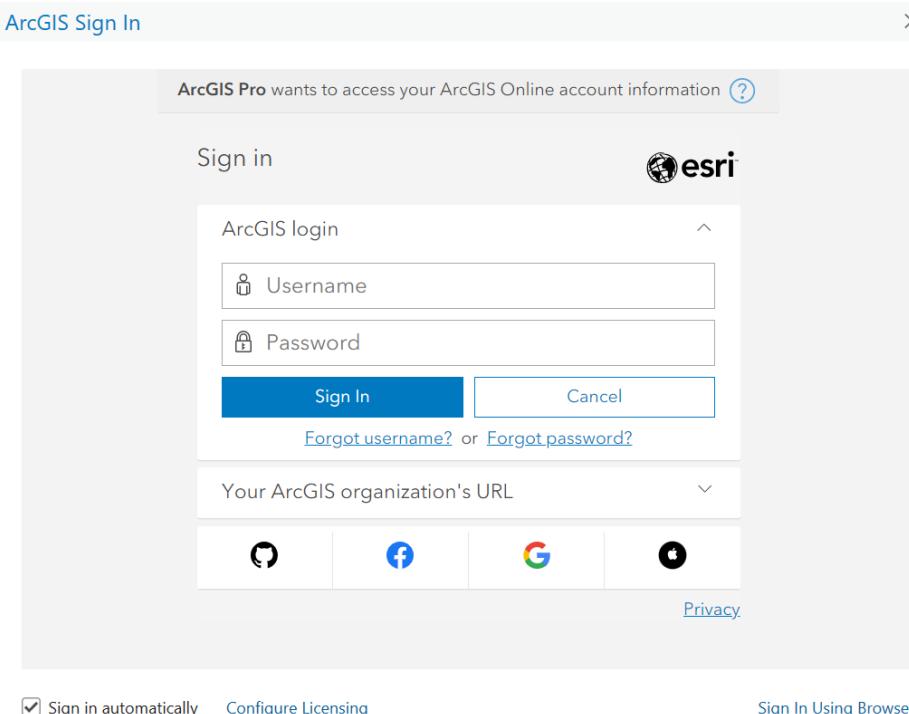


ArcGIS Pro Installation Instructions

- Now you can open up the ArcGIS Pro installer you downloaded earlier and follow the installer instructions to download ArcGIS Pro.

Log into ArcGIS Pro

- Now that you have downloaded ArcGIS Pro, open ArcGIS Pro. It may take a while to load after an initial install, but that is expected.
- A login screen should appear, and you can simply log in using the credentials you established earlier.



Sign in automatically [Configure Licensing](#)

[Sign In Using Browser](#)

- Lastly, check for updates by clicking on Settings -> About and download any updates that you may see.

