Authentication guide for ArcGIS Pro software (University of Ottawa)

Updated: 2024-01-17

About this guide:

- This guide is meant for <u>all University of Ottawa users (i.e., students, faculty, and staff)</u> who need to authenticate their ArcGIS Pro software.
- Before using this guide, you should first install ArcGIS Pro on your computer. You can find the download files (.exe) of your version of choice on this GIS guide (<u>https://uottawa.libguides.com/GIS</u>). For further instructions on how to install Pro, see this page from Esri: <u>https://pro.arcgis.com/en/pro-app/latest/get-started/download-arcgis-pro.htm</u>.
- Once you have installed Pro, follow the steps outlined in this guide to authenticate your software.

Steps to a	uthenticate your ArcGIS Pro software	
 Launch ArcGIS Pro If this is the first time you authenticate ArcGIS Pro OR if you previously used the Named User account 	• ArcGIS [®] Pro	? – – × Not signed in <u>Sign in</u> https://www.arcgis.com/
	New Project	
(<u>https://uottawa.libguides.com/c.p</u> <u>hp?g=711914&p=5106616</u>) method to login to Pro, click on <u>Sign in</u> on the top-right. You can	Image: Construction of the construc	Learning Resources
 b. If you previously authenticated your ArcGIS Pro using a license file (previously often used by faculty and staff), click on Settings on the 	Recent Projects Find $ ho$ \downarrow \cong Open another project \vdots	Recent Templates 🧁 Start wit
left and go to Step 2 of this guide.		

2. Click on the Licensing tab on the left, then on "Configure your licensing options" at the bottom.

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icensing	3D Analyst	Yes	2024-04-3				
	Aviation Airports	Yes	2024-04-3				
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 Choose "Named User License" as the License Type and select "ArcGIS Online" under the Configure your licensing options. Click OK. 	Licensing Configure Authorization type from the drop-down list below: License Type Named User License Configure your licensing options Please configure your licensing portal from the options below: ArcGIS Online Configure your licensing portal from the options below: ArcGIS Online Configure your licensing or with a valid ArcGIS Online account URL https://www.arcGIS Configure your licensing Authorize ArcGIS Pro with a valid ArcGIS Online account URL https://www.arcGIS Enterprise portal URL https://webadaptorhost.domain.com/webadaptorname Example: https://webadaptorhost.domain.com/webadaptorname
 You will now need to shut down ArcGIS Pro for the license changes to take effect. 	Attention required × ArcGIS Pro must shut down for your license changes to take effect.
5. Start up your ArcGIS Pro again. You now need to login to ArcGIS Pro using your Named User account (<u>https://uottawa.libguides.com/c.php?g=7 11914&p=5106616</u>) to complete the authentication process. Click on the "Your ArcGIS organization's URL" option at the bottom.	ArcGIS Sign In × Image: ArcGIS Prevents to access your ArcGIS Online account information (*) Sign in with (*) Image: ArcGIS login Image: ArcGIS organization's URL Image: ArcGIS organization's URL

6.	Enter "uottawa" in the Your ArcGIS organization's URL. You can also check off the Remember this URL. Click Continue. In the next window, click on the Université d'Ottawa University of Ottawa blue button that appears.	ArcGIS Sign In ArcGIS Pro wants to access your ArcGIS Online account information (?)						
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