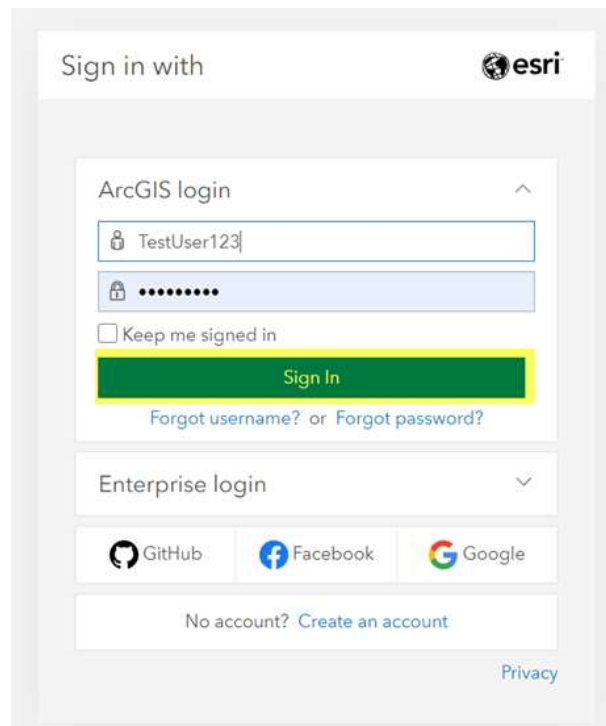




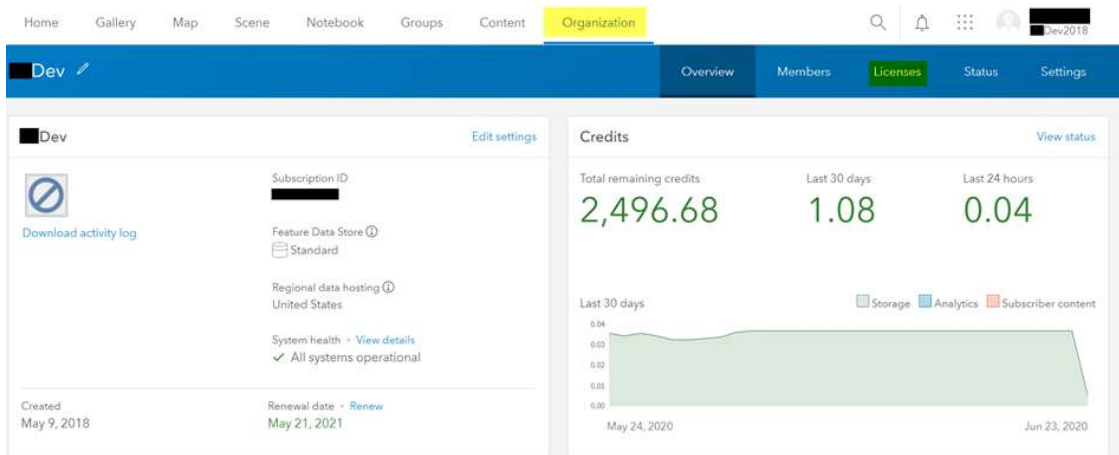
Assign ArcGIS Pro Named User Licenses

Log into ArcGIS Online (www.arcgis.com) using an administrator account.

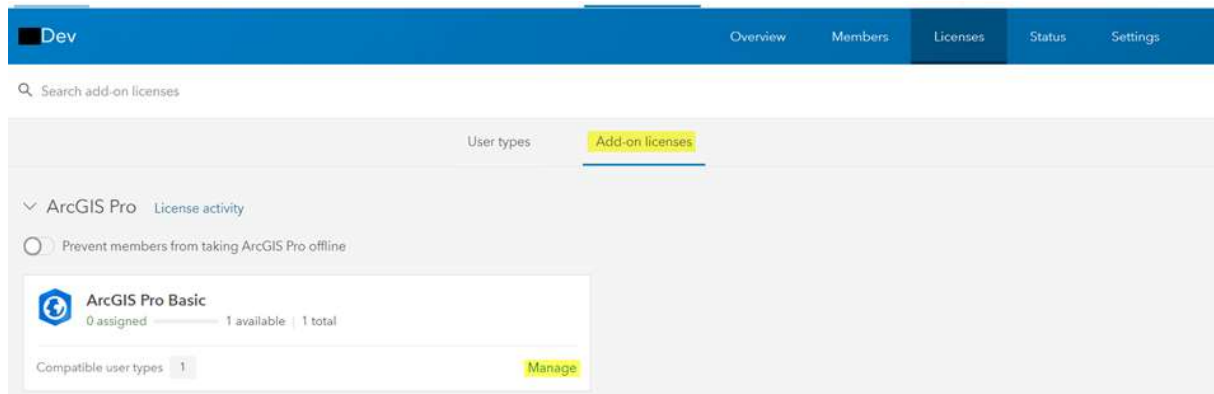


By default, you will land at the Organisation section, on the Overview tab.

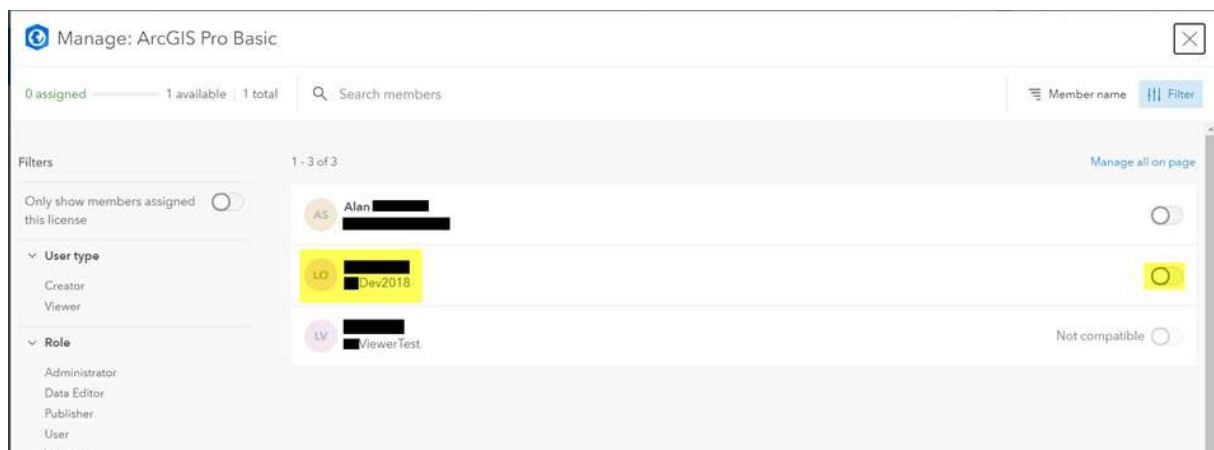
To manage licenses, chose the Licenses option from the blue bar.



Ensure that you are viewing the "Add-on Licenses" section and the select the "Manage" button of the feature you wish to use.



You be preseted with a list of youu current users and you will need to switch the button over, on the user that you wish to assign the Pro license to.



Once you have done so, a pop-up will appear asking if you wish to email the user notification. Make the selection the you would like.

Email member?

✕

Would you like to email [REDACTED] about the newly assigned license?

Apply the following choice to the other license assignments while you are signed in.

Do not email member Email member

Once this is done, the top panel will display that the license has been assigned and you may click the "x" to exit the page.

The use will then be able to launch ArcGIS Pro and sign in using the ArcGIS Online log in details that the license was assigned to.

Manage: ArcGIS Pro Basic ✕

1 assigned — 0 available : 1 total 🔍 Search members ☰ Member name 🔧 Filter