

# ArcGIS Desktop Instructions

---

Edited 2023-01-23

The ISAT-Geography Program at James Madison University maintains a site license for ESRI's ArcGIS suite of software. This site license allows any JMU faculty, staff, student, and affiliate to install software on their office, lab or personal computer for educational purposes. For further details, please refer to Esri's [Educational Site License Program Overview](#), the [Permitted Uses Letter](#) and the [Memorandum of Understanding](#).

If you are interested in installing ArcGIS Desktop, this guide will help you through the process. The following sections are provided:

Connecting to the License Server	Page 2
Installing ArcGIS Desktop	Page 2
Manually Licensing ArcGIS	Page 3
License Borrowing	Page 4
Learning ArcGIS Desktop	Page 4

If you are interested in learning more about GIS, please feel free to contact any of the Geography faculty (<http://www.jmu.edu/gs/people/index.shtml>). For questions or concerns regarding this document, or if you have any tips or hints that may help others, feel free to contact me.

*Thank you,*

*Chrissy Willow Rothgeb*

*Cise IT - Labs and Server Support*

**College of Integrated Science and Engineering | James Madison University**  
540.568.2629 | EnGeo 2141 | 801 Carrier Drive, Harrisonburg VA 22807



[Instructions Online](#)

## Connecting to the License Server

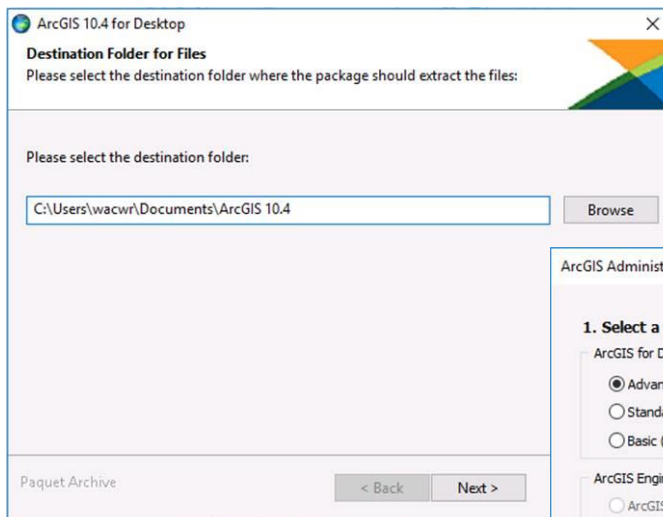
ArcGIS Desktop is available to all JMU faculty, staff, and students for educational purposes only. To satisfy the license agreement with ESRI, the license is restricted to use within the JMU network and may only be reached by those affiliated with JMU via use of an eID.

To access the license server from off campus (including the JMU dormitories), you will need to install the [Pulse Secure client](#) to connect through the JMU SSL VPN. Further information on the SSL VPN is available at <http://www.jmu.edu/computing/sslvpn/sslvpnservices.shtml>.

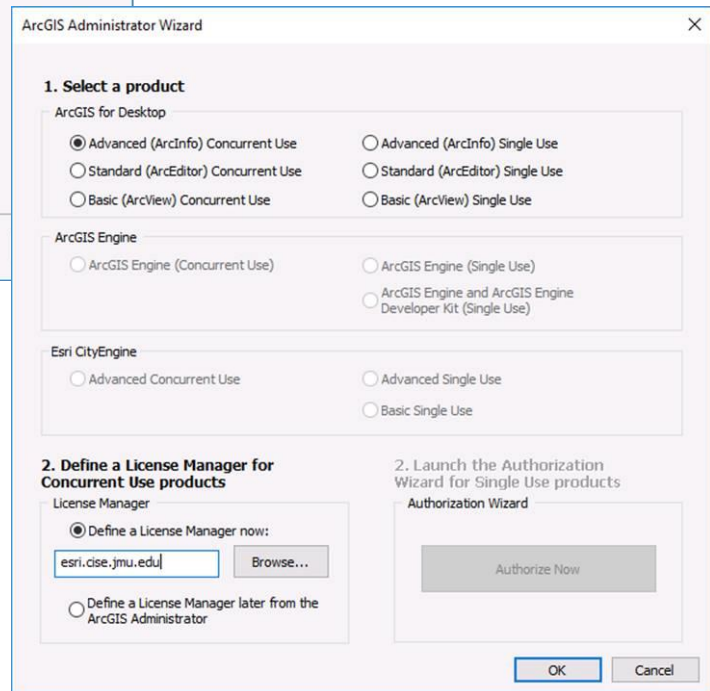
## Installing ArcGIS Desktop

ArcGIS is now distributed as packaged installer and is much simpler than ever before. Go to <https://maps.cise.jmu.edu>, follow the link for [ArcGIS & Esri Licensing](#), agree to the educational terms of service, then click the link to download [ArcGIS Desktop 10.8.2](#) (current version used across campus – your JMU eID login will be required).

When the download finishes, please run it. It will unpackage the installer to your documents directory by default.



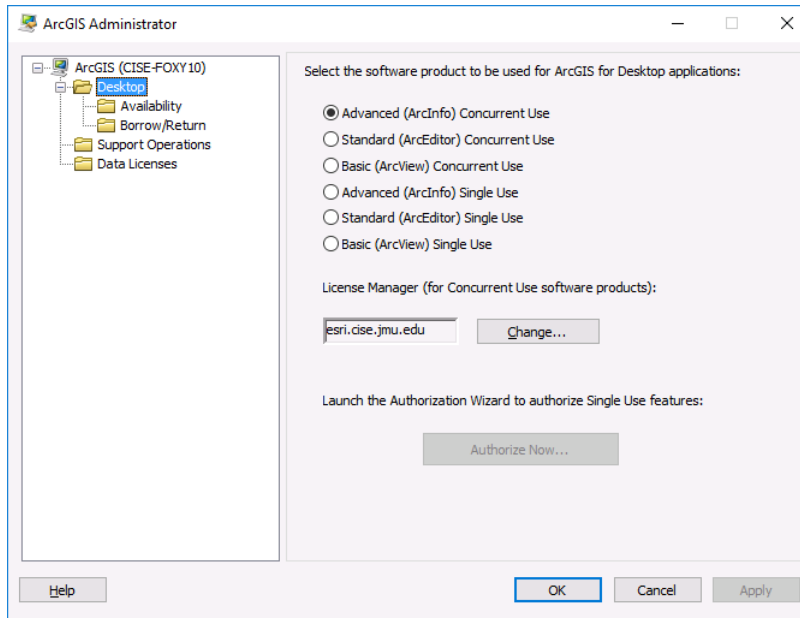
After unpackaging, allow it to launch the setup. Follow the prompts – the defaults are generally what you will want. The install may take some time – 30 minutes to an hour depending upon your computer.



Once finished, it will open the “ArcGIS Administrator Wizard”. Please make sure to specify “**Advanced (ArcInfo) Concurrent Use**” and then define the license manager as “**esri.cise.jmu.edu**”.

## Manually Licensing ArcGIS

If the license wizard does not appear following installation, or you need to change licensing later on, you'll need to run the ArcGIS Administrator utility from the Start Menu.

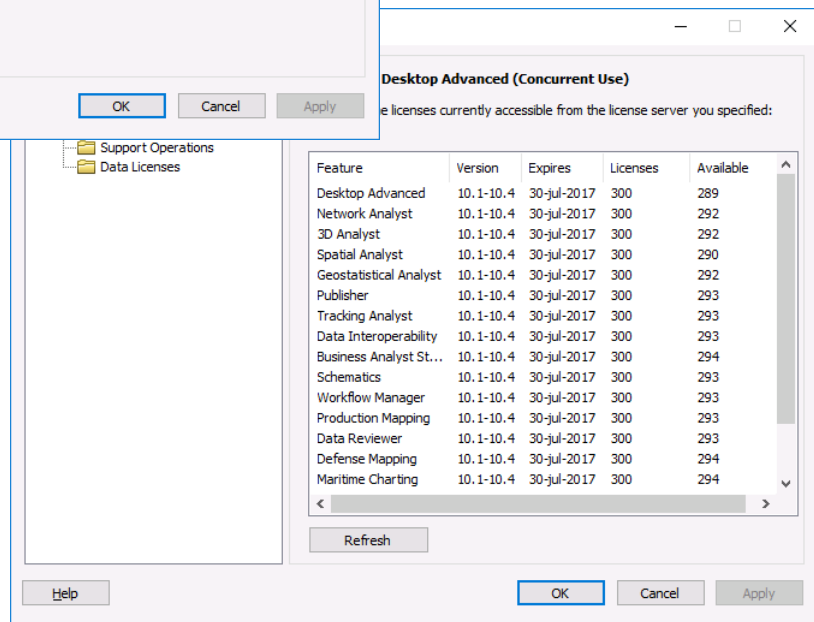


Make sure to right-click the icon and choose "Run as administrator" or you will be unable to make changes.

Within the ArcGIS Administrator, verify the licensing settings. ArcGIS should be running "Advanced (ArcInfo) Concurrent Use" and the license server should be "esri.cise.jmu.edu".

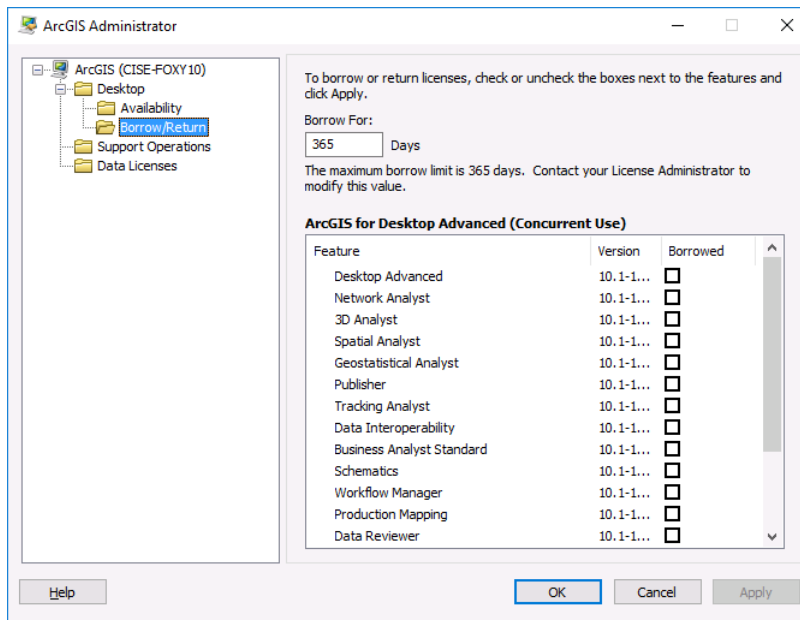
You can verify your connection to the license server under the "Availability" selection on the left. All features offered by the license manager will appear on the right listing the number of licenses available.

Every time one of the ArcGIS applications (ArcMap, ArcCatalog, ArcGlobe, etc.) loads, it will attempt to use one of these available licenses from the server. It is important that you can see available licenses or you will be unable to use these applications.



## License Borrowing

If you are planning to use ArcGIS off the JMU network or in the field, you will want to “borrow” a license. This allows ArcGIS to reserve one of the licenses for an extended period of time.



Within the ArcGIS Administrator utility, go to the “Borrow/Return” selection. You will see the features available with checkboxes beside each.

To borrow a license or feature, check the box beside each feature you plan to use (I recommend checking all) and click “Apply”. A popup will appear and the utility will then attempt to borrow these licenses. If no errors are encountered, the popup will disappear and “Apply” will be greyed out.

To return a license or feature early, simply uncheck the box beside the feature and click “Apply”.

Again, JMU cannot provide support for software installation or usage, however if license issues are encountered, please email me for assistance.

## Learning ArcGIS Desktop

Included in JMU’s site license is access to ESRI’s Training website. Esri Training offers self-paced courses with certification upon completion of a course.

If you are interested in learning more about ArcGIS or GIS in general, take a look at the Esri Training Catalog available at <https://www.esri.com/training/catalog/search/>. Please email a Geography faculty member for access.