Four Steps to Getting Started with ArcGIS Online

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In order to use ArcGIS Online, you need to be part of the UT Austin Organization account.   You will be enrolled in this account by using the email address by which you are being messaged from this class**. It is critical that you use this email address** and not another one in establishing your credentials on ArcGIS Online.

(1) **Create an ESRI Global Account**: Go to https://webaccounts.esri.com/CAS/index.cfm and use "Create an Account" to identify establish yourself within the ESRI system.
(2) Go to https://www.arcgis.com/home/signin.html and "**Register your ESRI Global Account**". This validates your ESRI Global Account within ArcGIS Online.
(3) I have to submit your email address to our ESRI Campus Administrator and he has to use it to **send you an invitation** to join the UT Austin Organization within ArcGIS Online.
(4) Once he and I have done that, you'll receive an email that invites you to be a part of the UT Austin Organization, and you have to **click on the link provided** in that email in order for your registered ESRI Global Account to be a member of the UT Austin Organization.

Once you achieved these four steps, you can legitimately use ArcGIS Online services and have the cost of doing that taken care of within the ESRI Campus Site License that the University purchases annually from ESRI.

The important thing about being consistent in using the same email address as for the class is that when Step 3 happens, you are referenced by same address as you used in Step 1, and then everything gets connected together correctly.

If you see that the email address in your ESRI Global Account is wrong, you can edit your profile there to change it.