

## **Purchasing and Installation Instructions for ArcEditor for UIC STUDENTS**

These instructions will guide UIC students through purchasing, installing, and registering ArcEditor.

**IMPORTANT:** Make sure to uninstall any previous version of ArcGIS Desktop before installing, and ALWAYS use your UIC email address (e.g., [janedoe77@uic.edu](mailto:janedoe77@uic.edu)) when registering and purchasing software.

**Note:** Please make sure your computer and system meet the requirements listed here: <http://www.esri.com/software/arcgis/arceditor/system-requirements.html>

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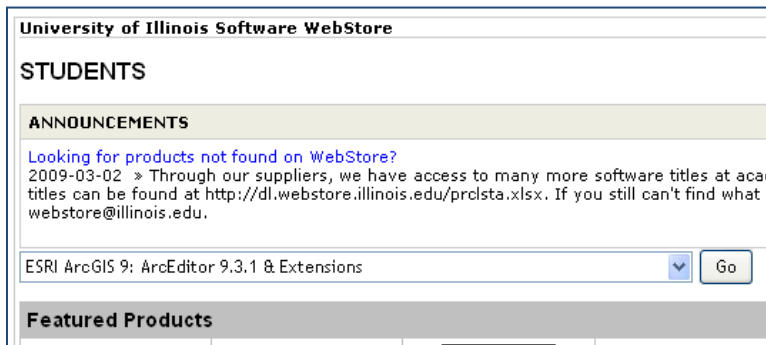
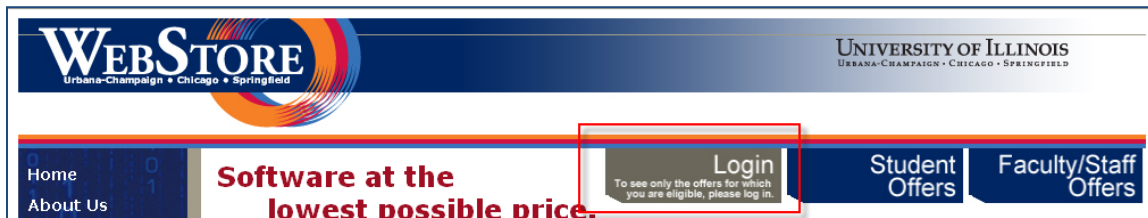
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## ESRI ArcGIS 9.3: ArcEditor & Extensions

### Purchasing ArcEditor Instructions

Go to the UIUC Online Webstore at <http://webstore.illinois.edu/> and Log In using the Login button pictured below. Search or choose ESRI ArcGIS 9: ESRI ArcEditor from the dropdown and click "Go." Select one of the purchase options – pick-up or the shipping option. **Note** that if you choose the pick-up option, you will have to go down to Urbana to pick it up.



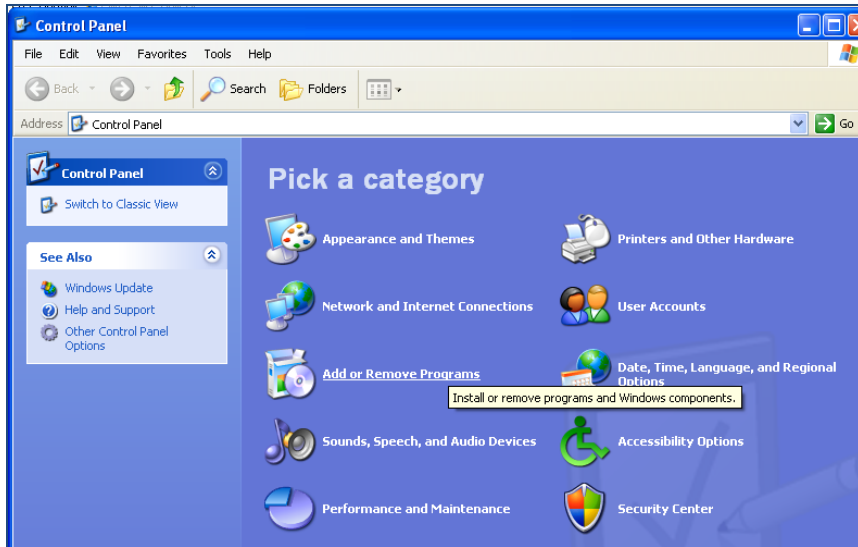
Then, add the product to your cart and check out. As of 11/09, the total cost for purchasing ArcEditor is \$5.00 for the disc, and \$3.00 for shipping and handling without tax.

After you purchase ArcEditor, you will receive it in the mail within a week, roughly. When you receive the disc, continue the instructions below.

### Uninstalling Previous Versions of ArcGIS

Before you start the installation, make sure to REMOVE any previous version of ArcGIS that is on your computer using the Add or Remove Program tool from your Control Panel. (To get to the Control Panel, click on the Start menu in the lower left side of your screen, and then click on Control Panel.)

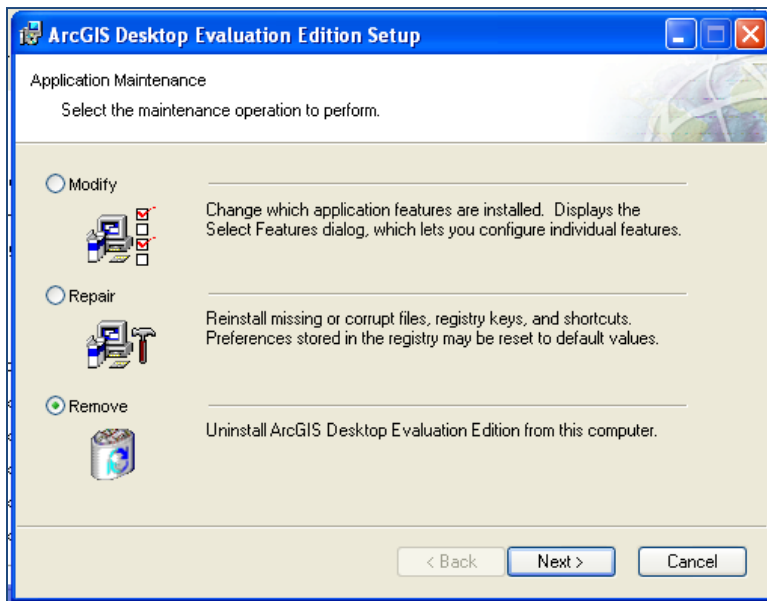
Once you see the program in the list of programs, click the "Change/Remove Button." Select the Remove radio button on the window that pops up and click "Next." You will have to confirm that you want to delete the program, and then the ArcGIS uninstaller will uninstall the program. This may take a while.



**ArcGIS Desktop Evaluation Edition** Size [2,341.00MB](#)  
Used [frequently](#)  
Last Used On 11/17/2009

[Click here for support information.](#)

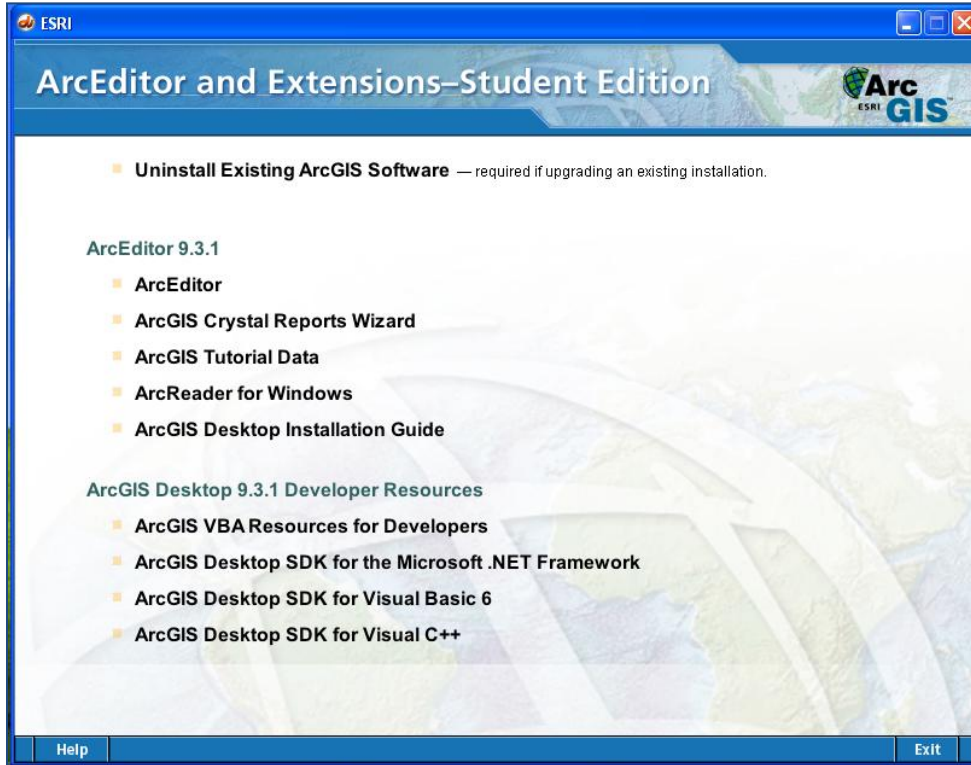
To change this program or remove it from your computer, click Change/Remove. [Change/Remove](#)



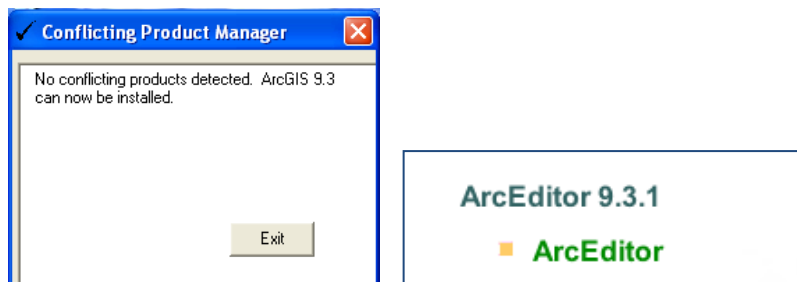
Once the uninstallation is complete, you can move onto the install process.

## Installing ArcEditor

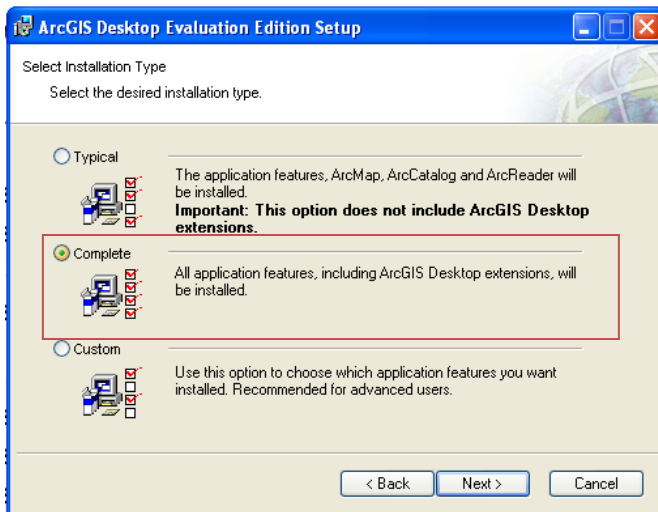
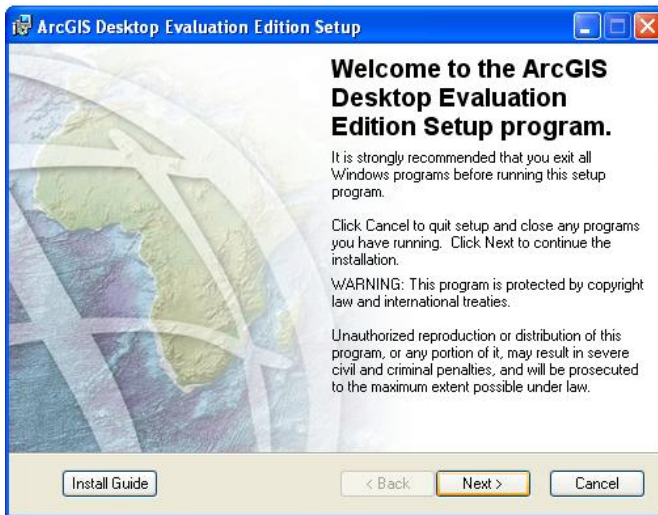
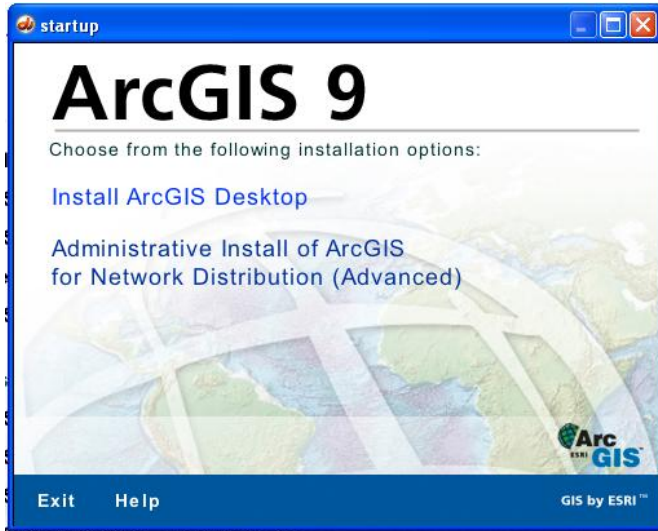
Insert the DVD into your disc drive in your computer. A screen will automatically pop up to start the installation. If it does not, open up the ESRI disc folder, and double-click ESRI.exe (shown right).



Once the window above appears, click on “Uninstall Existing ArcGIS Software” to make sure you have uninstalled any previous version of ArcGIS. If you have, the window below will appear.

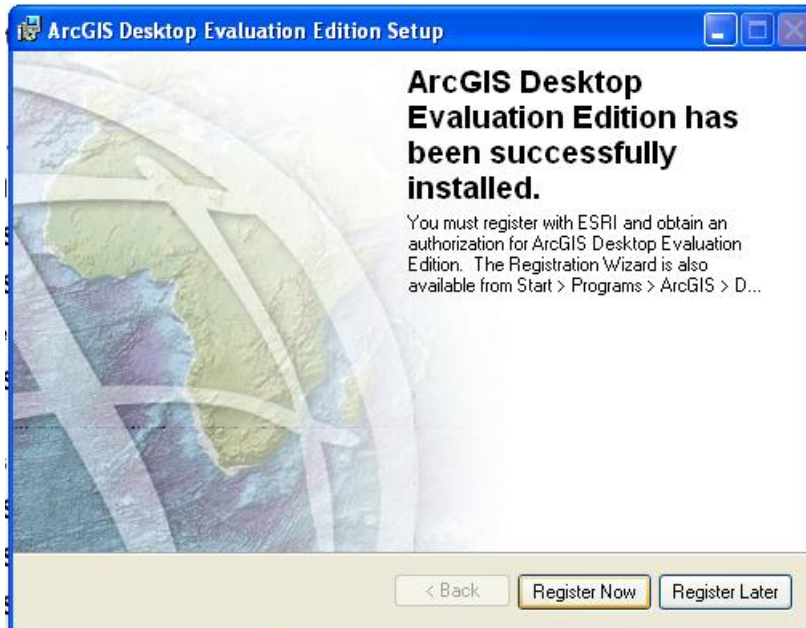


If this is the case, you can proceed by clicking on “ArcEditor” in the window shown above right. Once you click this, the window shown below will appear. Click on “Install ArcGIS Desktop.” Then, click “Next” on the following window (shown below).



On the next screen at left, choose the type of installation. Make sure to click on the radio button next to "Complete" if you want to use any ArcGIS Desktop extensions such as Spatial Analyst. Then, click "Next."

Then, the program will be installed. Again, this may take a while. When the installation is complete, you will see the following window.

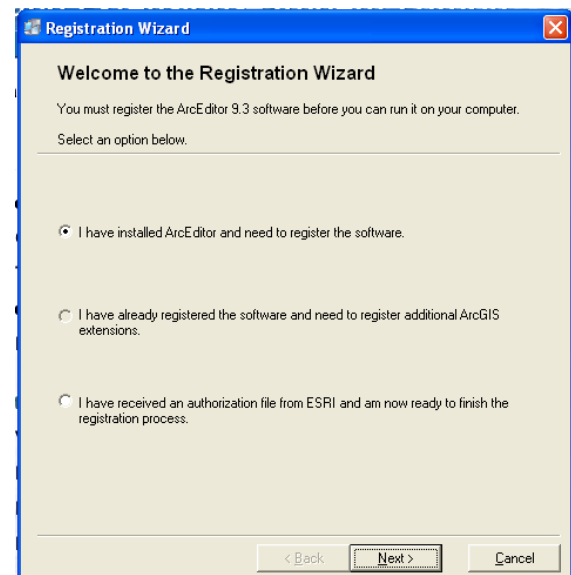


You cannot use ArcGIS until you register your software.

### Registering ArcEditor

In the window above, you will notice two buttons: "Register Now" and "Register Later." Click on the "Register Now" button. (If you cannot register the product now, do not worry as you can register later.) In the next window shown at right, choose "I have installed ArcEditor and need to register the software."

The next window below will allow you to choose your registration options. If you are connected to the internet, choose the "Register now using the Internet," or "Register at ESRI's website" options. If you are not connected to the internet, select one of the bottom two options.



If you select the “Register now using the Internet” or “Register by email” you will see the following window (directly below). Enter all your information and continue. **Make sure to enter your UIC email address.**

**Registration Information**

Please supply the following information about yourself. We will use this information to verify our records and authorize your use of the software. We may also use this information to notify you of important updates about the software.

(\* = required field)

\* First Name:

\* Last Name:

\* Organization:

Department:

\* Address 1:

Address 2:

\* City:

\* State/Province:

\* Zip/Postal Code:

\* Country:  (Continued on next panel)

< Back   Next >   Cancel

**Registration Method**

Select the method you want to use to register the software.

Register now using the Internet (Recommended)  
This automatic method is the easiest way to register. Requires an Internet connection.

Register at ESRI's website and receive your authorization file via email.

Register by email and receive your authorization file via email.

Fax or mail your registration to ESRI.

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The next step is entering your Registration Number (located on the DVD case) and then choosing the Extensions you want to evaluate. These extensions provide extra capability to ArcEditor without any extra cost.

**Registration Number**

Enter the registration number for your software product.

The registration number consists of 3 letters and a series of numbers similar to: ABC123456789

Registration Number:

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**Evaluate ArcGIS extensions**

Select an option below.

I do not want to evaluate any extensions at this time.

I would like to evaluate one or more of the following extensions for a limited period of time:

- 3D Analyst
- Spatial Analyst
- Geostatistical Analyst
- Publisher
- Tracking Analyst
- Survey Analyst
- Maplex
- ArcScan
- Data Interoperability
- Network Analyst
- Schematics

< Back   Next >   Cancel

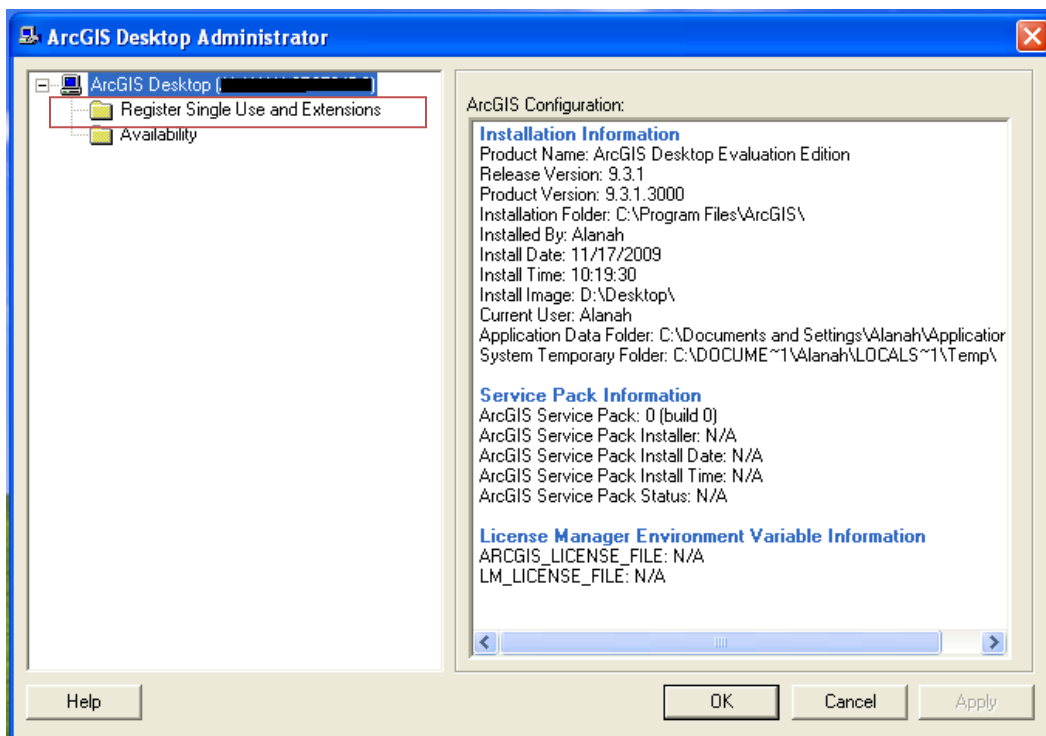


In any registration method you choose (online, email, fax), be sure to follow all the instructions on the screens to register your software. Note that if you do not register online or by using ESRI's site, and you choose to email your registration file, the registration system will create a text (.txt) file when you are done filling in the information. Send this file to [keycodes@esri.com](mailto:keycodes@esri.com) and you will receive a registration file in your email.

### Registering ArcEditor using the License Manager

If you did not register over the internet and received a .txt file by email with your keycode or if you accidentally closed the registration wizard, follow the instructions here.

The first step is opening your ArcGIS Desktop Administrator by going to your Start Menu, going to Programs, and then going to ArcGIS, and then click on ArcGIS Desktop Administrator. Then, double-click on the folder titled "Register Single Use and Extensions."





The Registration Wizard, as shown above, will appear.

Then, select the radio button next to “I have received an authorization file from ESRI and am now ready to finish the registration process.” Then, click Next.

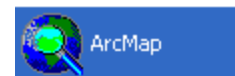
The next window will ask you to locate the key file you received from ESRI, and once you have found it, select it, and click OK. Then, continue on by clicking Next.

On the next screen, you will see your registration confirmation and the extensions you are registered to use.

### Using ArcGIS Extensions

If you decided to install and evaluate the ArcGIS extensions, you still must complete one step before you can use them.

Start by opening up ArcGIS from your Program Files or from your Start Menu. It will appear as ArcMap. When ArcMap opens, click on Tools in the menu bar, and then click on Extensions... (See screenshots below.) Additionally, it would be wise to turn on these extensions in ArcCatalog as well. (Get to ArcCatalog by going to Start > All Programs > ArcGIS > ArcCatalog and follow the same directions.)



Turn on the extensions you wish to use, and then select “Close.” Now you can use the extensions.

