

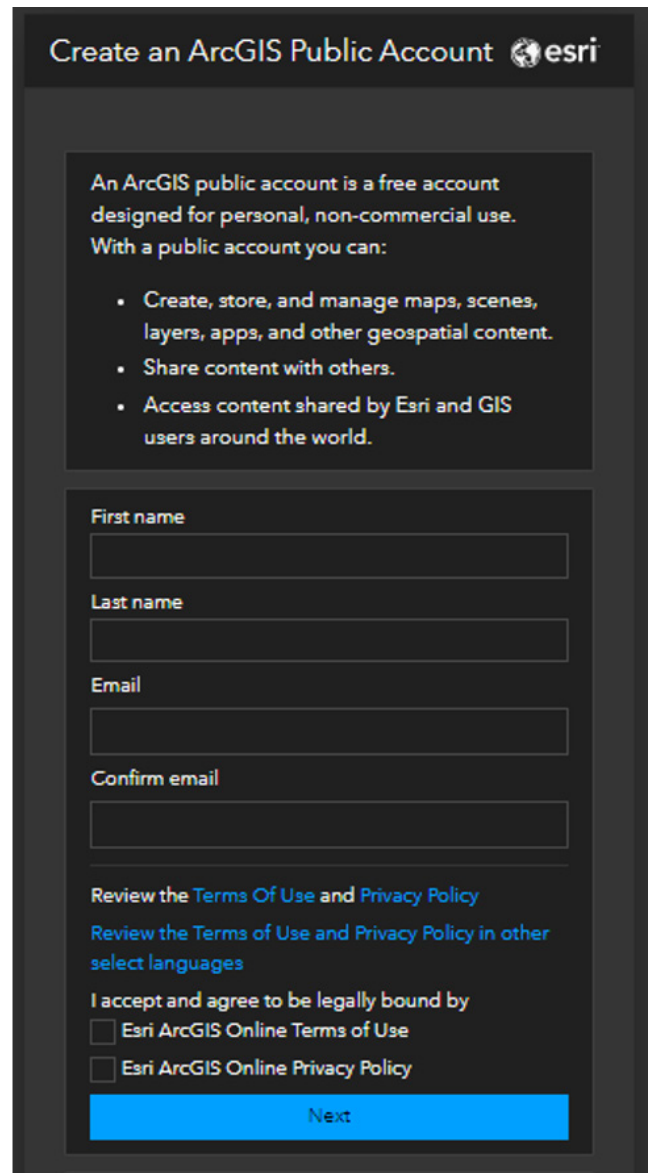
# User Guide

Connecting Esri  
Global Account with  
your organization's  
MyEsri account

# 1.

Create a new Esri Global Account (Free) with your official (company) email address, using below link:

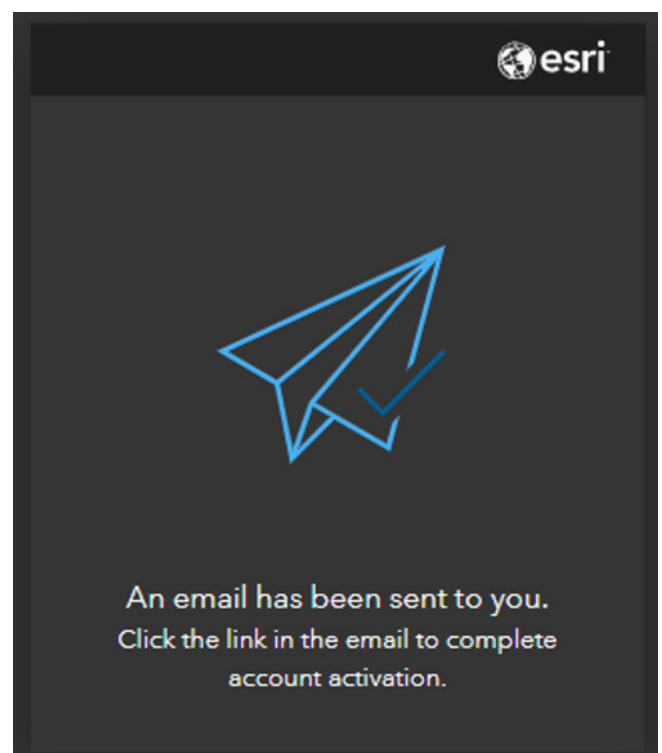
[https://accounts.esri.com/en/signup?redirect\\_uri=https%3A%2F%2Fmy.esri.com%2F](https://accounts.esri.com/en/signup?redirect_uri=https%3A%2F%2Fmy.esri.com%2F)



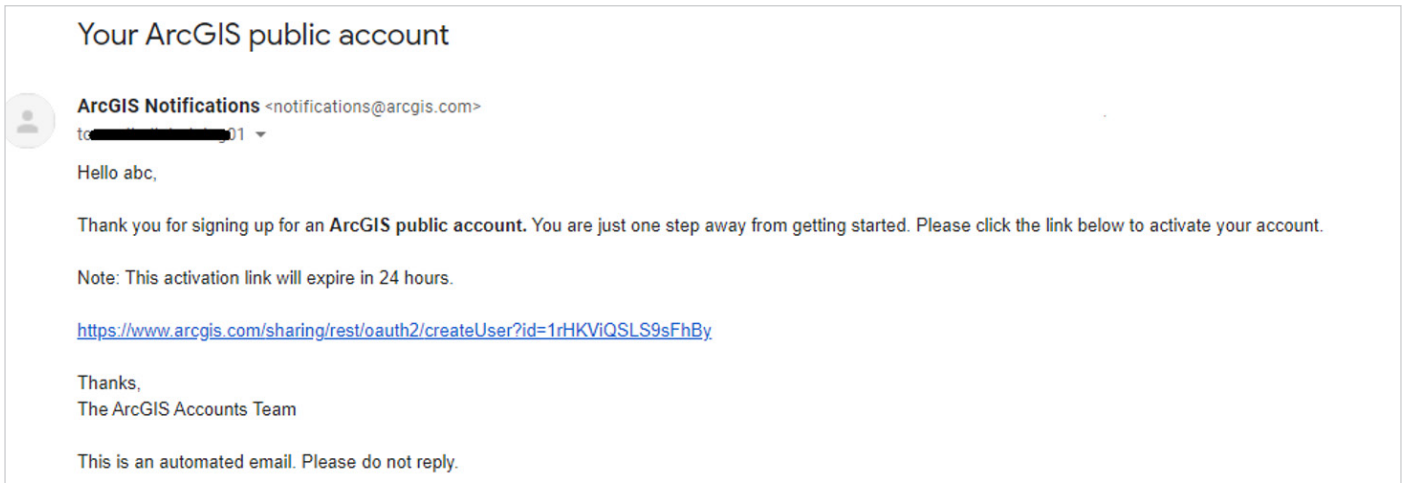
The screenshot shows the registration page for an ArcGIS Public Account. At the top, it says "Create an ArcGIS Public Account" with the Esri logo. Below this, a text box explains that the account is free and for personal use, and lists three benefits: creating and managing maps and content, sharing content, and accessing content from other users. The registration form includes fields for "First name", "Last name", "Email", and "Confirm email". Below the form, there are links to "Review the Terms Of Use and Privacy Policy" and "Review the Terms of Use and Privacy Policy in other select languages". At the bottom, there are two checkboxes: "I accept and agree to be legally bound by" followed by "Esri ArcGIS Online Terms of Use" and "Esri ArcGIS Online Privacy Policy". A blue "Next" button is at the very bottom.

# 2.

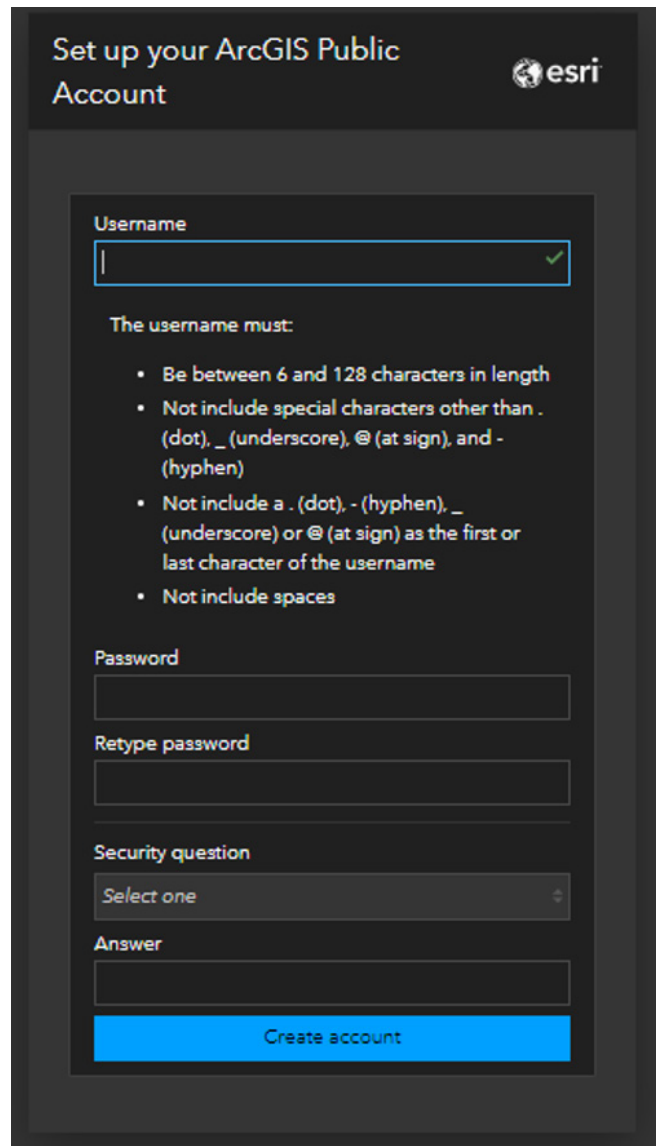
You will receive an on-screen notification that a sign-up confirmation email has been sent to your registered email with an URL to activate your account.



**3.** Open your email Account and check for a verification e-mail received from [accounts@esri.com](mailto:accounts@esri.com). Activate your account by clicking activation link in the email to get started.

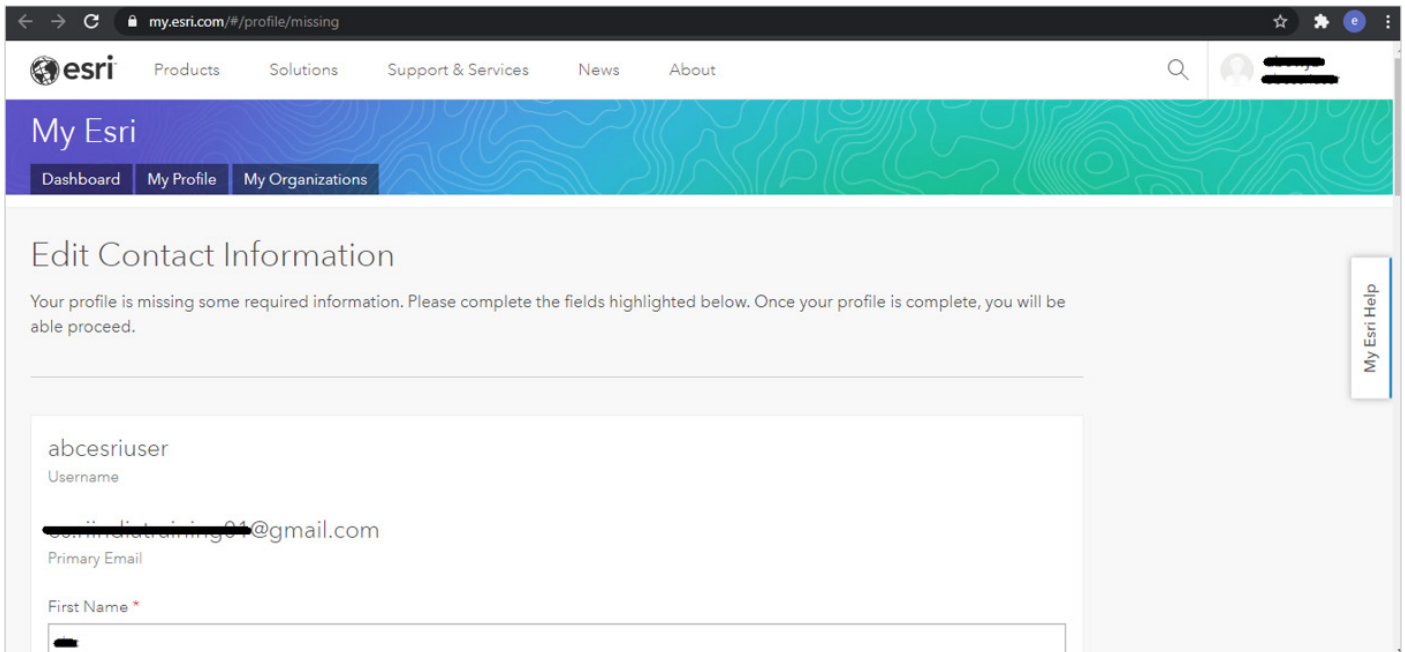


**4.** Set up your Esri Global Account / ArcGIS Public Account by providing a username, password and security question and response of your choice. Click on Create Account to proceed further.



## 5.

Once your account activation process is completed, visit the MyEsri portal using <https://my.esri.com>. This would take you to the Dashboard view on MyEsri.



## 6.

Click on the My Profile tab to edit / validate and complete the contact information of your profile.

## 7.

To link your profile with your organization's MyEsri profile, send an e-mail request to [customercare@esri.in](mailto:customercare@esri.in) (with a subject line "MyEsri Account Creation Request-<Organization Name>" ) with the below details in your mail:

- A. Full Name
- B. Esri Global Account / EsriPublic Account (Username)
- C. Official Email ID
- D. Mobile Number
- E. Organization Name
- F. End User Number (Optional)

## 8.

Esri India Customer Care team would validate your profile details and link your account with your MyEsri organization account. Once completed, you will be receiving a MyEsri invite on your e-mail ID.

## 9.

Access the invitation link in your email to join MyEsri after logging in your Esri Account.

For any additional details, you may reach Esri India Customer Care team at [customercare@esri.in](mailto:customercare@esri.in) or [1800-102-1918](tel:1800-102-1918)