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## Esri eLearning Access

Neil Rose

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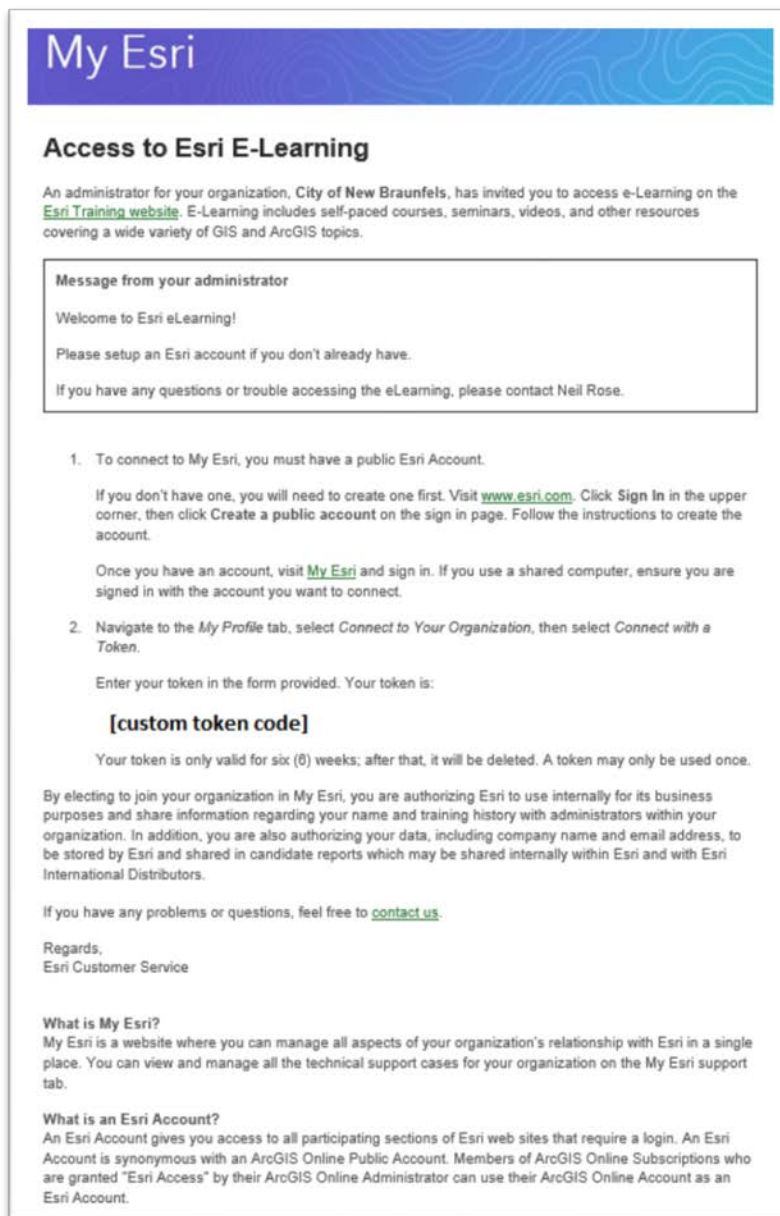
Version	Date	Name	Description
1	3/30/2020	Neil Rose	Initial Documentation

## Purpose

The City of New Braunfels provides access to Esri's self-paced GIS eLearning resources for city staff interested in learning about GIS, training in different tools, or discovering other aspects of the GIS platform.

The following directions will guide you through requesting connection to the New Braunfels Esri Organization for eTraining, creating an Esri account (not the same as your given ArcGIS Online account), and how to search for courses, tutorials, or videos on the eLearning site.

- 1) Submit a support ticket through KACE requesting access to Esri eLearning
- 2) Once GIS staff receives the request, they will process your request and you'll receive an invitation



**My Esri**

### Access to Esri E-Learning

An administrator for your organization, City of New Braunfels, has invited you to access e-Learning on the [Esri Training website](#). E-Learning includes self-paced courses, seminars, videos, and other resources covering a wide variety of GIS and ArcGIS topics.

**Message from your administrator**

Welcome to Esri eLearning!

Please setup an Esri account if you don't already have.

If you have any questions or trouble accessing the eLearning, please contact Neil Rose.

1. To connect to My Esri, you must have a public Esri Account.  
  
If you don't have one, you will need to create one first. Visit [www.esri.com](http://www.esri.com). Click **Sign In** in the upper corner, then click **Create a public account** on the sign in page. Follow the instructions to create the account.  
  
Once you have an account, visit [My Esri](#) and sign in. If you use a shared computer, ensure you are signed in with the account you want to connect.
2. Navigate to the *My Profile* tab, select *Connect to Your Organization*, then select *Connect with a Token*.  
  
Enter your token in the form provided. Your token is:  
  
**[custom token code]**  
  
Your token is only valid for six (6) weeks; after that, it will be deleted. A token may only be used once.

By electing to join your organization in My Esri, you are authorizing Esri to use internally for its business purposes and share information regarding your name and training history with administrators within your organization. In addition, you are also authorizing your data, including company name and email address, to be stored by Esri and shared in candidate reports which may be shared internally within Esri and with Esri International Distributors.

If you have any problems or questions, feel free to [contact us](#).

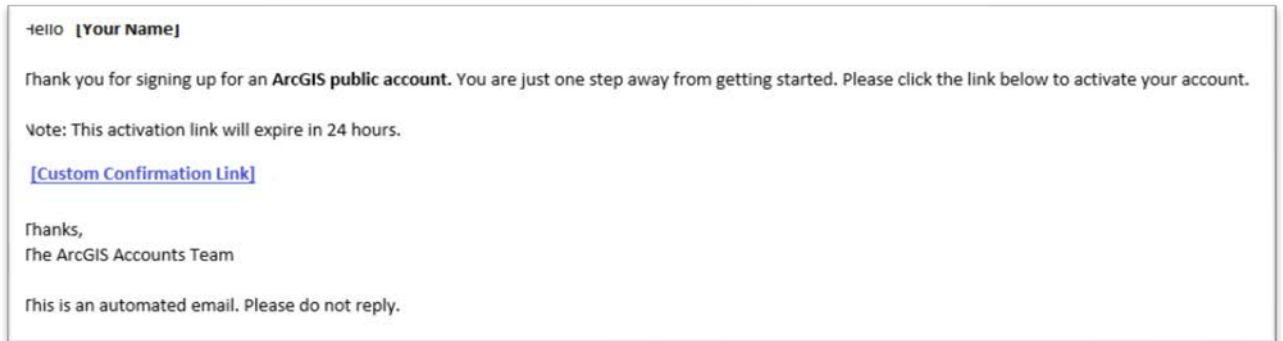
Regards,  
Esri Customer Service

**What is My Esri?**  
My Esri is a website where you can manage all aspects of your organization's relationship with Esri in a single place. You can view and manage all the technical support cases for your organization on the My Esri support tab.

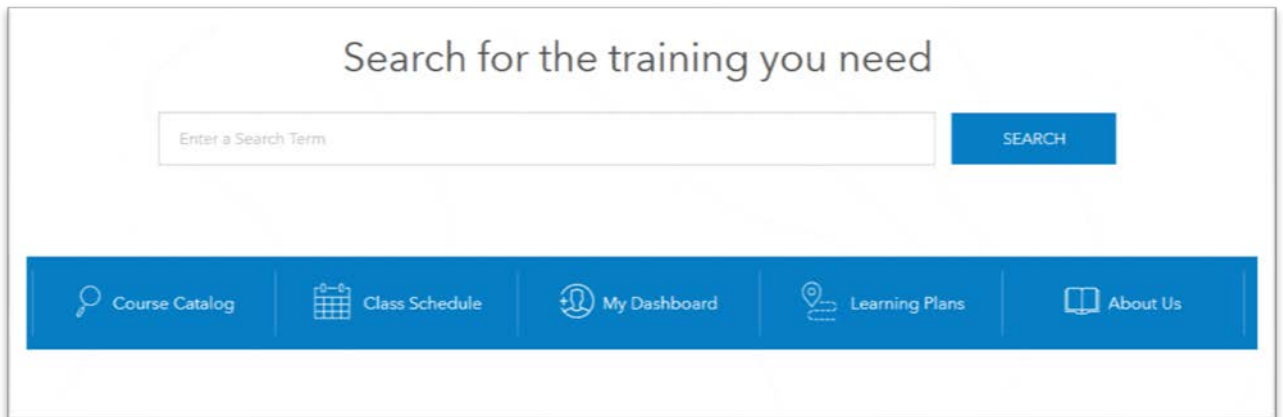
**What is an Esri Account?**  
An Esri Account gives you access to all participating sections of Esri web sites that require a login. An Esri Account is synonymous with an ArcGIS Online Public Account. Members of ArcGIS Online Subscriptions who are granted "Esri Access" by their ArcGIS Online Administrator can use their ArcGIS Online Account as an Esri Account.

## Esri eLearning Access

- 3) Follow the directions provided by Esri to create your own public account
- 4) Esri will send an account confirmation, as seen below, then confirm your account



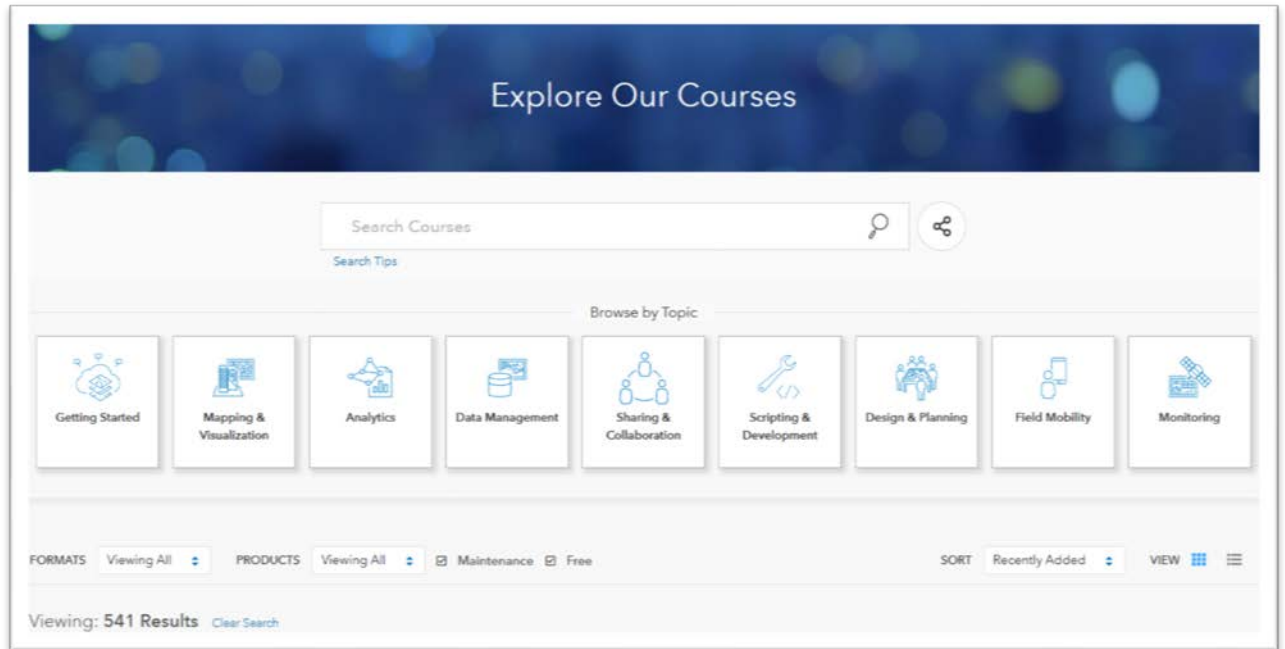
- 5) Login using your new credentials
- 6) Head over to the training site: <https://www.esri.com/training/>



- a. Course Catalog will show all the courses you can take with ways to search and filter
- b. Class Schedule shows when your classes start and end, if they're set for a date range
- c. My Dashboard will show all the courses you've taken, liked, and any certificates received
- d. Learning Plans are a set of courses put together to reach certain learning goals

## Esri eLearning Access

- 7) The course catalog has some filtering options for both what you can take with no cost and topic type



- Ensure that **Maintenance** and **Free** are checked when you're searching. Free is for anyone, but Maintenance provides eLearning courses available to organizations or individuals who are up to date on their contract with Esri
- The topics range from beginning topics in Getting Started to more advanced topics in Scripting & Development

### Summary

The GIS Department hopes that you can leverage these free learning materials for GIS and blend the technology and learning into your daily tasks and workflows.