

First Time Data Supply

To supply data or services to Spatial NI for the first time, you need to complete the following steps:

In conjunction with your NIMA Support Manager, complete a Spatial NI Data Sharing Agreement (DSA).

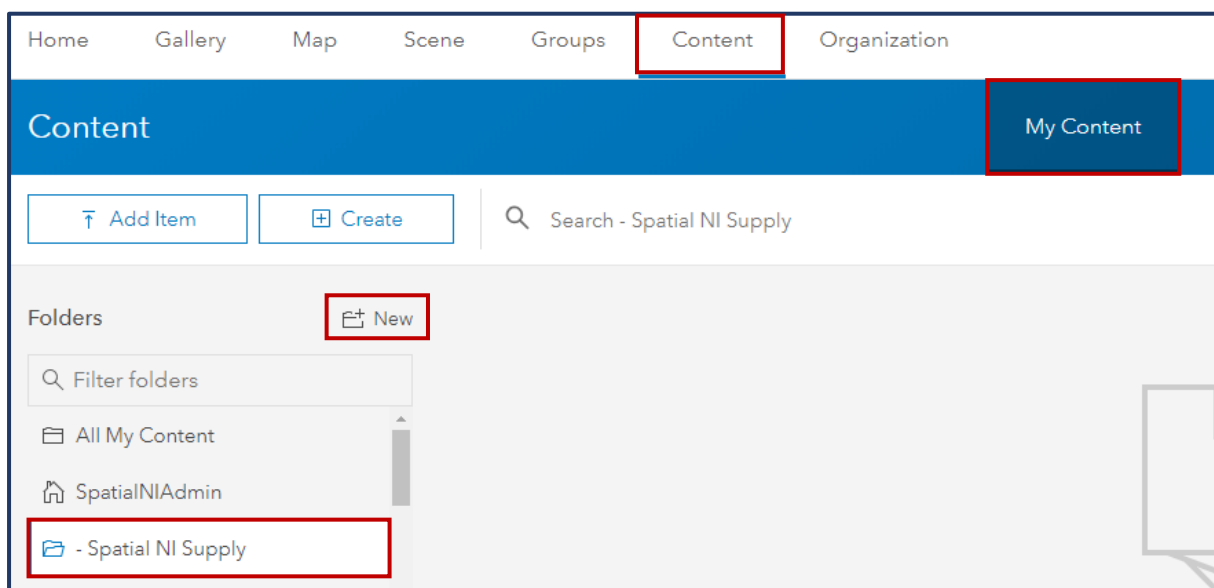
Once the DSA has been approved and signed, you will need to complete a Metadata Template for each dataset.

Prepare your data for supply to Spatial NI (see data preparation guide)

Supply your data and the metadata templates to Spatial NI (see below for guidance)

Supply of web services

1. Log in to your organisational ArcGIS Online account (AGOL)
2. Navigate to **My Content** tab
3. Create a new folder by clicking **New**
4. Give the new folder a name (e.g. SpatialNI Supply). Click **OK**
5. Select the folder to highlight it



6. Select **Add Item**

7. Select **From the web** from the dropdown menu
8. Click **ArcGIS server Web Service**
9. Paste the web service URL
10. Enter the credentials for your service if secured
11. Check **Store credentials with service item**
12. Click the tags box to load the service tags
13. Select **Add Item**

Add an item from the web

ArcGIS Server web service KML
 WMS (OGC) WFS (OGC)
 WMTS (OGC) Document

URL:

A secure service was detected.

Username:

Password:

Do not store credentials with service item. Prompt for authentication everytime.
 Store credentials with service item. Do not prompt for authentication.
[Learn more](#)

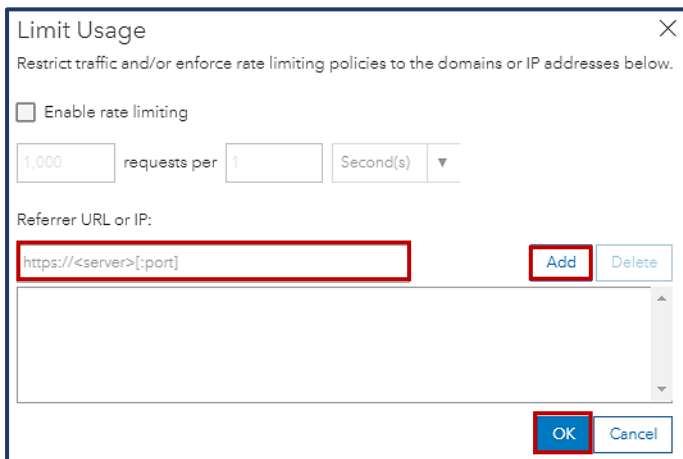
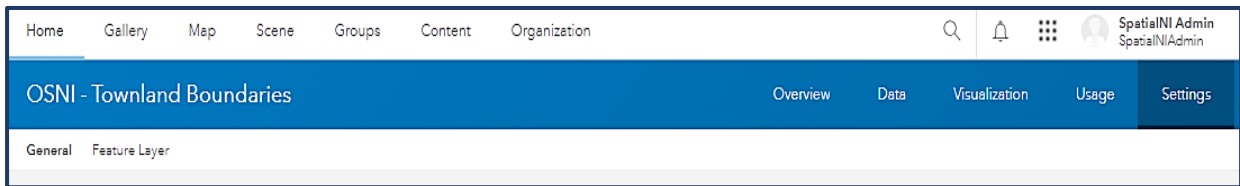
Title:

Tags:

14. On success, you will be directed to the item page
15. Select the **Settings** tab
16. Click **Limit Usage**
17. Add the following Spatial NI required referrers

<https://spatialni.maps.arcgis.com>
<https://www.esri.com>
<http://www.esri.com>
<https://www.arcgis.com>
<http://www.arcgis.com>
https://*.spatialni.gov.uk
https://10.63.199.*:3344/webappbuilder

18. Click **OK**

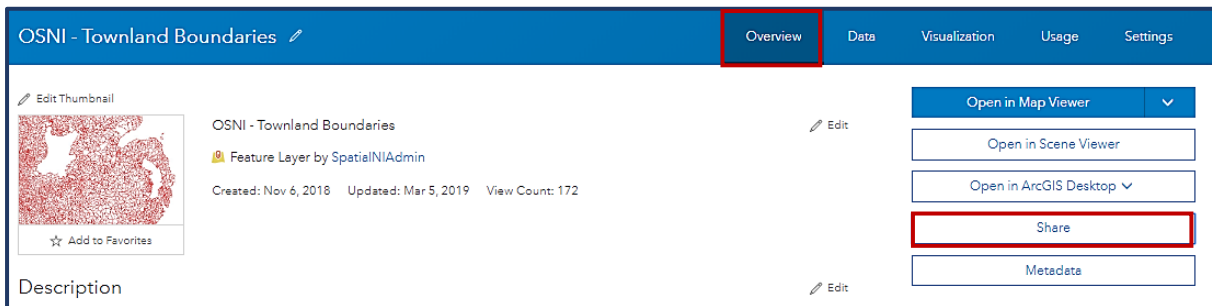


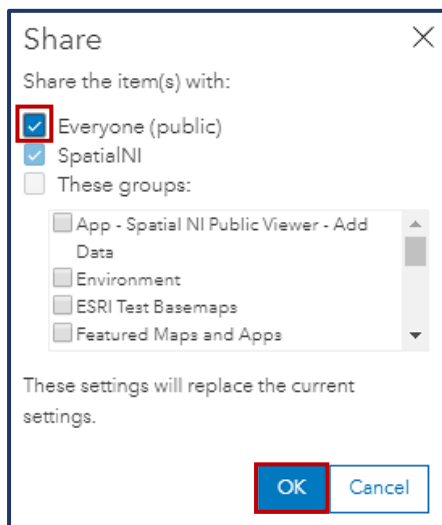
19. Navigate to the Overview Page

20. Select **Share**

21. Click the share the item(s) with: **Everyone** option (This will automatically share it amongst your organisation)

22. Click **OK**





23. Copy the **URL link**

24. Send the **URL link** and your **metadata template** by [email](#).

***NOTE:** If you have implemented CORS in your environment, please contact Spatial NI support for advice on the referrers to add to your AGOL Allow Origins list from the security settings.

Supply of data

1. Prepare your data into the relevant format (see data preparation guide)

Spatial NI accept the following formats:

- ESRI Geodatabase
- ESRI Shapefiles
- MapInfo
- CSV Tabular Format
- TXT Text File Format

2. Supply your data to Spatial NI:

- For small datasets, send these in a ZIP folder with your metadata template to us by email.
- For large datasets, contact us by [email](#) for advice.