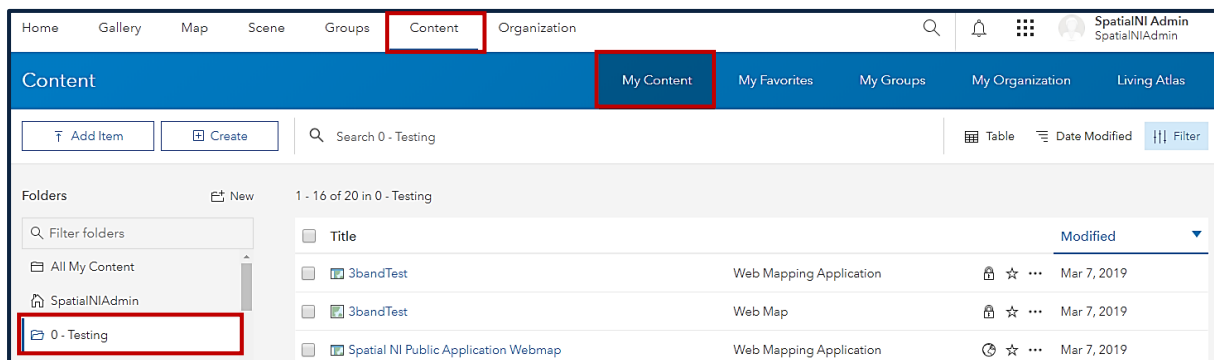


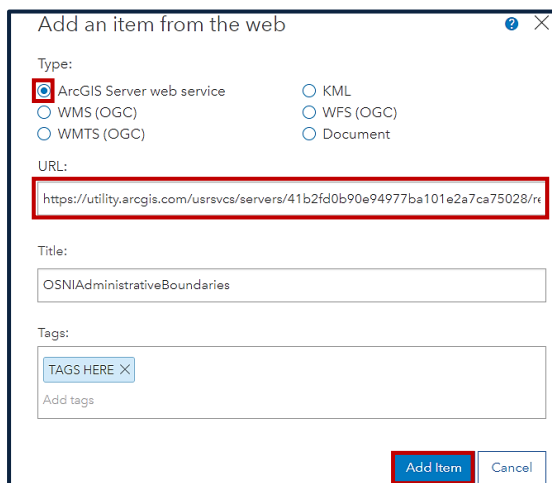
Service Registration

To register a Spatial NI service in your organisational ArcGIS Enterprise:

1. Log in to your organisational ArcGIS Enterprise (Portal)
2. Navigate to **My Content** tab
3. Locate the folder you require or create a new folder by clicking **New**
4. Select the folder to highlight it



5. Select **Add Item**
6. Select **From the web** from the dropdown menu
7. Click **ArcGIS server Web Service**
8. Paste the web service URL which Spatial NI Support have provided
9. Select **Add Item**



10. On success, you will be directed to the item page
11. Navigate to the Overview Page
12. Select **Share**
13. Click the share the item(s) with: **select the relevant option**
14. Click **OK**