

Services Add-In



Installation & User Guide

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1. Introduction

The Services Add-In for ArcGIS for Desktop lets you see the premium Esri UK Online Services that you have access to and provides an easy way to add them to your map. If you have a full license of LocatorHub, this Add-In can also be used to connect to your gazetteer services. For more information about the premium services see [here](#).

Note: the Services Add-In is no longer appropriate to access the Esri UK free online services (maps and locators) which can be accessed directly using out of the box tools. See [here](#) to find out more about how to use them.

The Add-In adds a toolbar into ArcMap called Services and is compatible with ArcGIS for Desktop 10.2 and above.

This Add-In is provided to customers free of charge.

The Services Add-In is an open source project produced by Esri UK. The source code can be found on GitHub: <https://github.com/EsriUK/OnlineServicesAddin>

1.1. Online Data Services Account

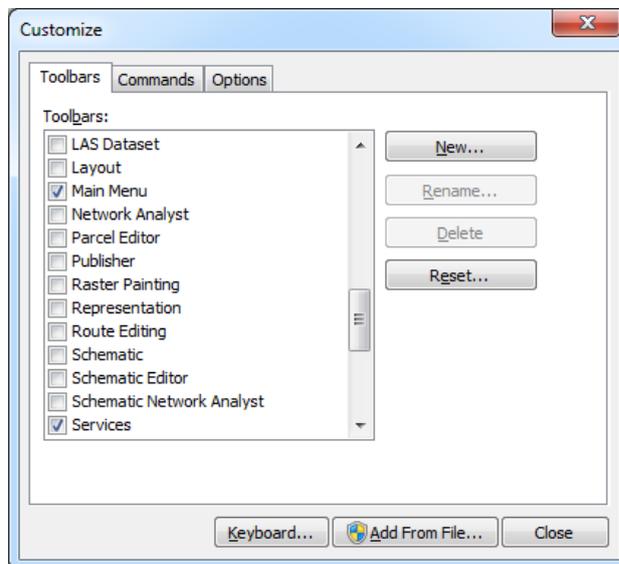
Before you can connect to the premium online services, you need an Esri UK online data services account. Your account details will be provided when you purchase a subscription for the premium online services.

2. Install the Add-In

Download the Service Add-In from the Esri UK website

<http://www.esriuk.com/content-services/online-content-services/more-information/downloads-and-resources> then follow the installation instructions:

1. Make sure ArcMap is closed and that you have removed any previous version of the Services Add-In (for details of how to do this see section 7)
2. Double click on the file 'DataHubServicesAddin.esriAddIn' in the folder for the version that you would like to install
3. Open ArcMap
4. Open the 'Customize' menu and choose 'Add-In Manager'
5. Confirm that the Add-In has been installed with the anticipated version number
6. On the toolbars tab, tick **Services** in the list of toolbars:

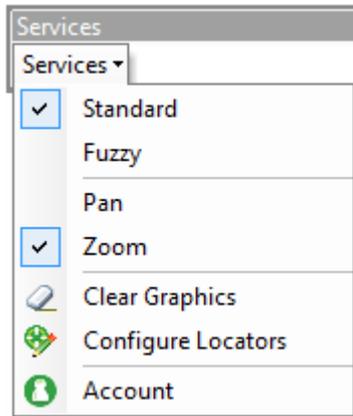


7. The Services toolbar will now be displayed in ArcMap (although no services will be configured yet):



3. Services Toolbar Menu Options

The Services toolbar has a drop-down menu with several options:



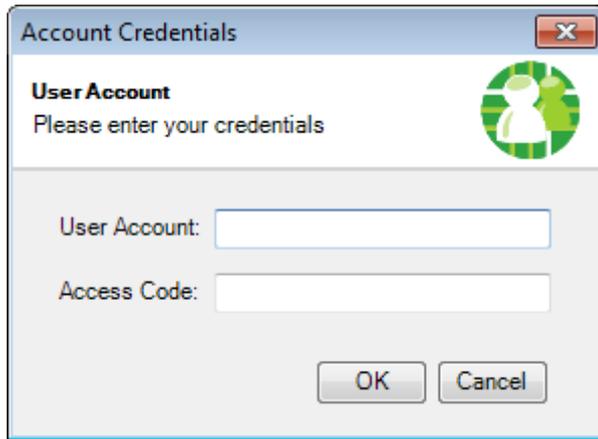
- **Standard or Fuzzy**
Fuzzy searches provide tolerance for spelling mistakes in the input query.
- **Pan or Zoom**
Select how to navigate to the searched location.
If the Pan setting is ticked, the map pans to the location without a scale change. If the Zoom setting is ticked, the map zooms to the extent of searched location. For searched locations which have no extent, such as addresses, the map zooms to a user-defined zoom scale; see section 4.2.
- **Clear Graphics**
Removes the labels from searched locations.
- **Configure Locators**
Select this to add a local LocatorHub gazetteer; see section 5.
- **Account**
Select this to log in and out of your account; see section 4.1.

4. Searching for a Location

4.1. Log in

To access online premium maps you must log in to your DataHub account:

1. On the Services toolbar, click **Services | Account**.
2. Enter the User Account and Access Code in your welcome email from Esri UK's online data services and click **OK**:



4.2. Online Locators

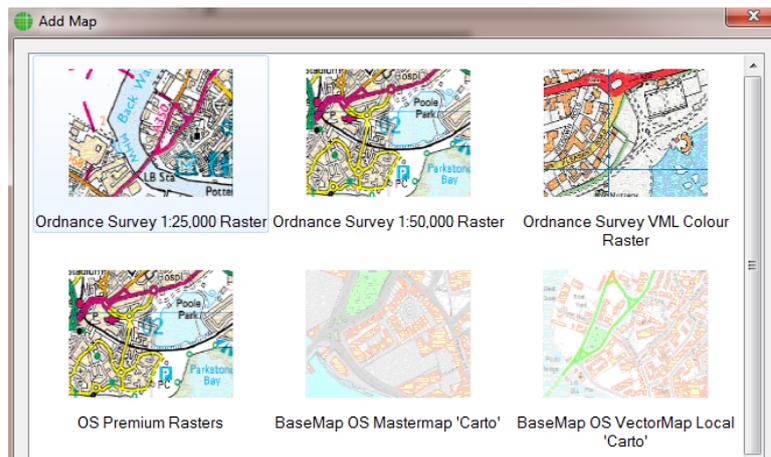
Note: the Services Add-In cannot longer be used to access Esri UKs free online locators. These can now be accessed directly from ArcGIS Desktop see [here](#) for more information.

The connection method "Online" is now obsolete.

4.3. Premium Online Maps

Access online maps, using your Esri UK online data services account:

1. On the Services toolbar, click the  button on the far right to open the Add Map dialog:



2. The list shows the online map services that you have subscribed to. Select one and click **Add**.
3. Click **Close** when you have finished adding map service.
4. The selected map will be displayed in the ArcGIS for Desktop table of contents.

Note: If you have difficulty adding a map, you may need to clear your ArcMap display cache. Go to Customize | ArcMap Options | Display Cache | Clear Cache. See the ArcGIS help for further details.

Note: For solutions to common online connection problems please refer to the online FAQs: <http://www.esriuk.com/content-services/online-content-services/more-information/faqs-2>

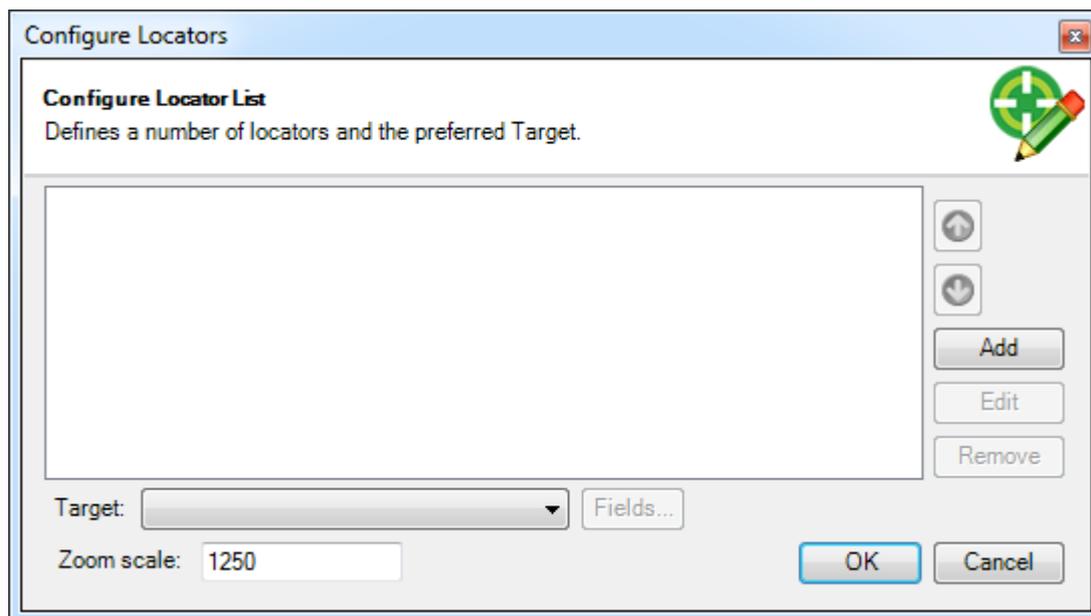
5. Connecting to Local Gazetteer Services

The Services Add-In enables connection to your local instance of LocatorHub.

These functions replace the ProductivitySuite (2.x) LocatorHub toolbar in ArcGIS Desktop.

Note: See the LocatorHub help for full details of configuring local gazetteer services.

1. On the Services toolbar, click **Configure Locators**, which opens a dialog:



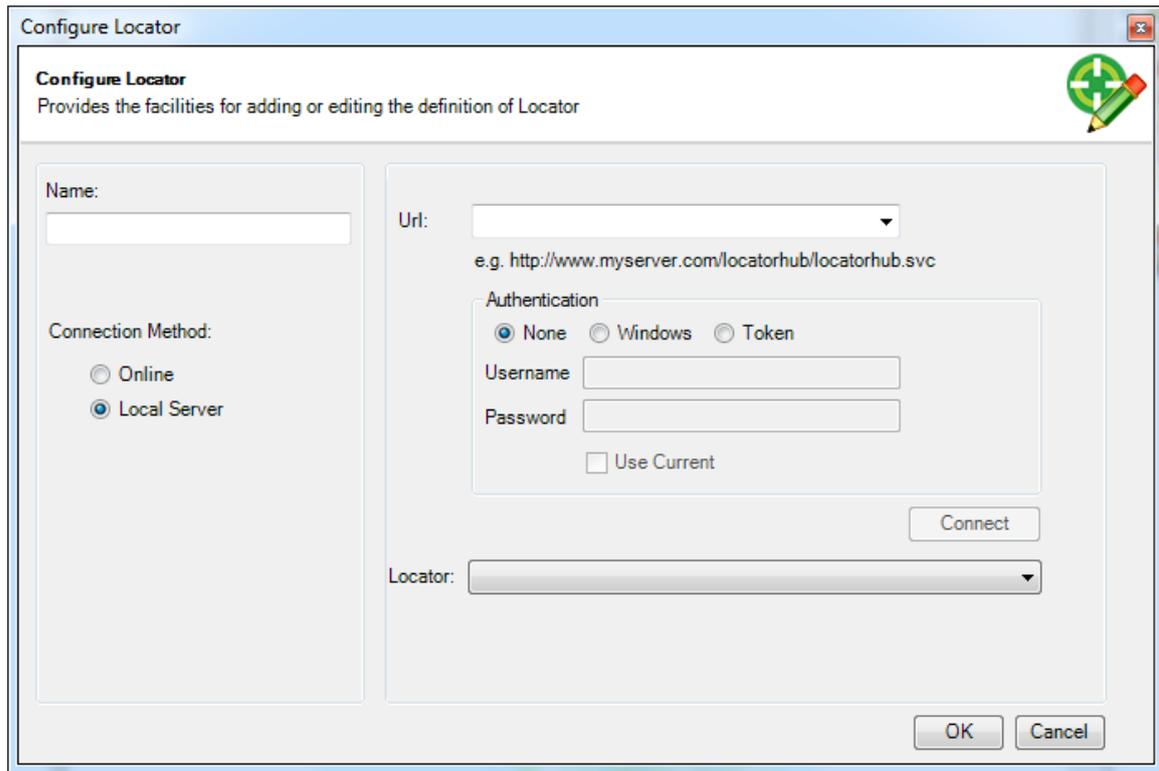
2. Click **Add** to define a new locator

5.1. Online

The connection method "Online" is now obsolete.

5.2. Local Server

Select this method to connect to locators that have been made available on local servers running LocatorHub, using the LocatorHub SOAP and REST web services:



Configure Locator
Provides the facilities for adding or editing the definition of Locator

Name:

Connection Method:
 Online
 Local Server

Url:

Authentication
 None Windows Token

Username

Password

Use Current

Connect

Locator:

OK Cancel

1. Give the locator a **Name**.
2. Specify the **URL**, typically of the form: `http://<server name>/LocatorHub/LocatorHub.svc`
3. Select whether to use **Authentication**, and if so, which type: Windows or Token.
4. If using authentication, enter the relevant credentials.
5. Click **Connect**.
6. Select the **Locator** from the drop-down list.
7. Click OK.
8. If required then select the relevant target for the locator.

6. Searching for a Location

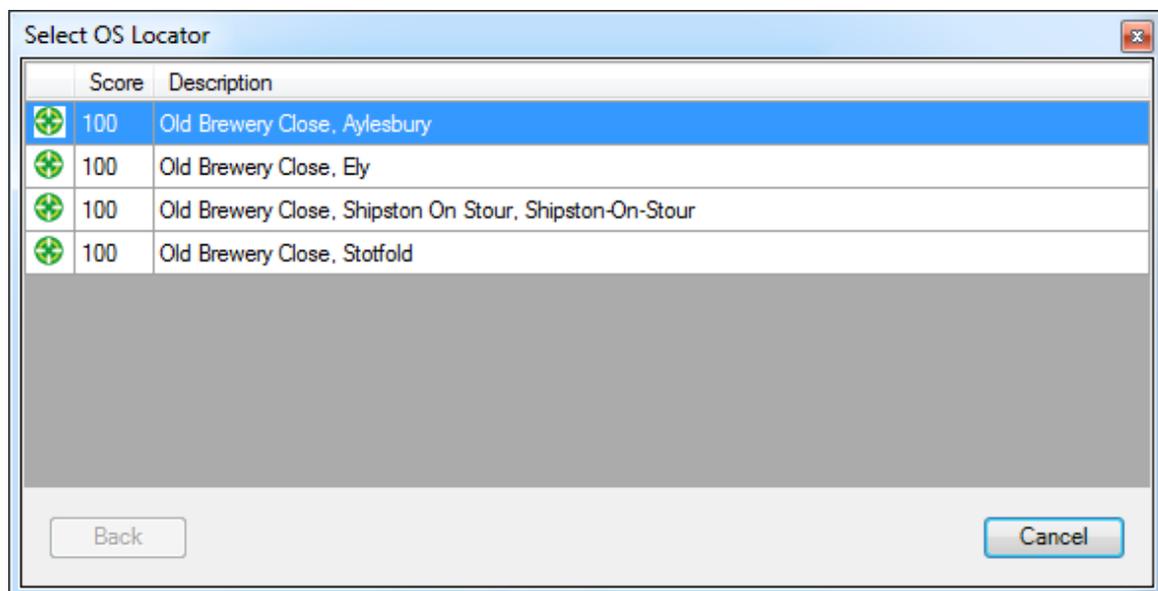
After configuring a locator, you can use it to search for a location:

1. Type some search text into the search box on the Services toolbar. The search text should be of a type that matches the target of the locator, e.g. a postcode for one with a Postcode target and a street for one with a Street target. For example, the OS Locator uses a Street target:

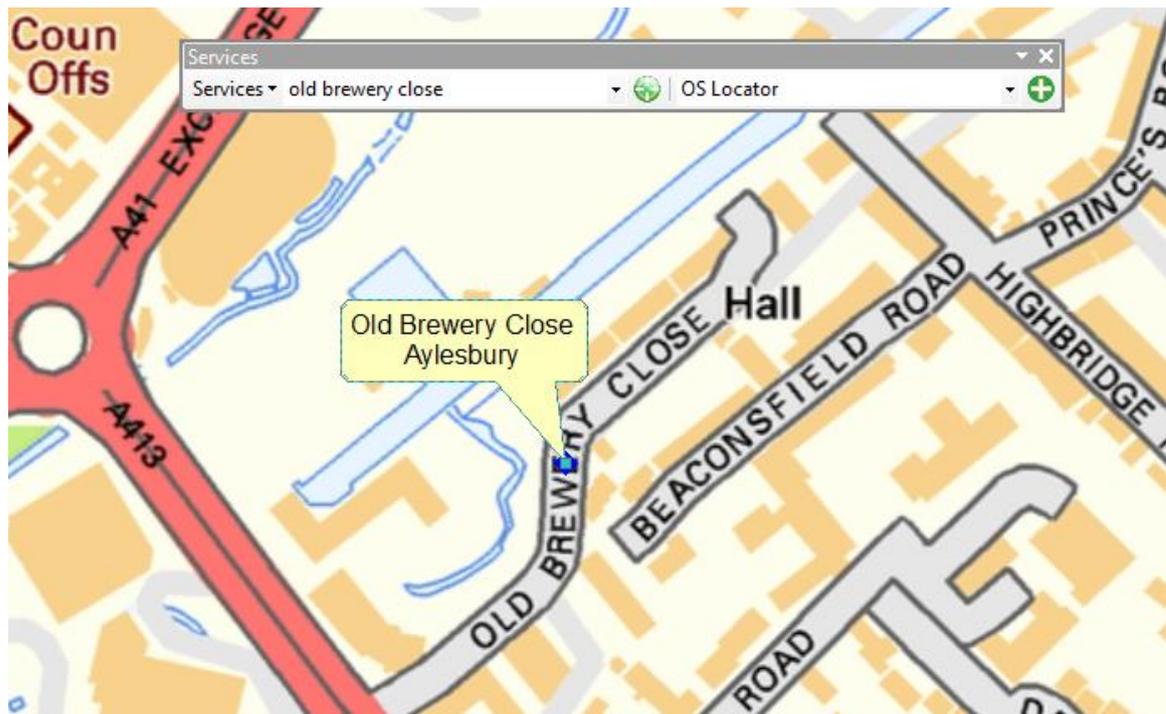


Click the Locator  button immediately to the right to run the search.

2. If there is a single match (e.g. a postcode), it will be pinpointed on the map. If there are multiple matches, a pick list will be displayed; double click on an address to locate it on the map:



3. Depending on the map, you may want to zoom to get the best view of the location:

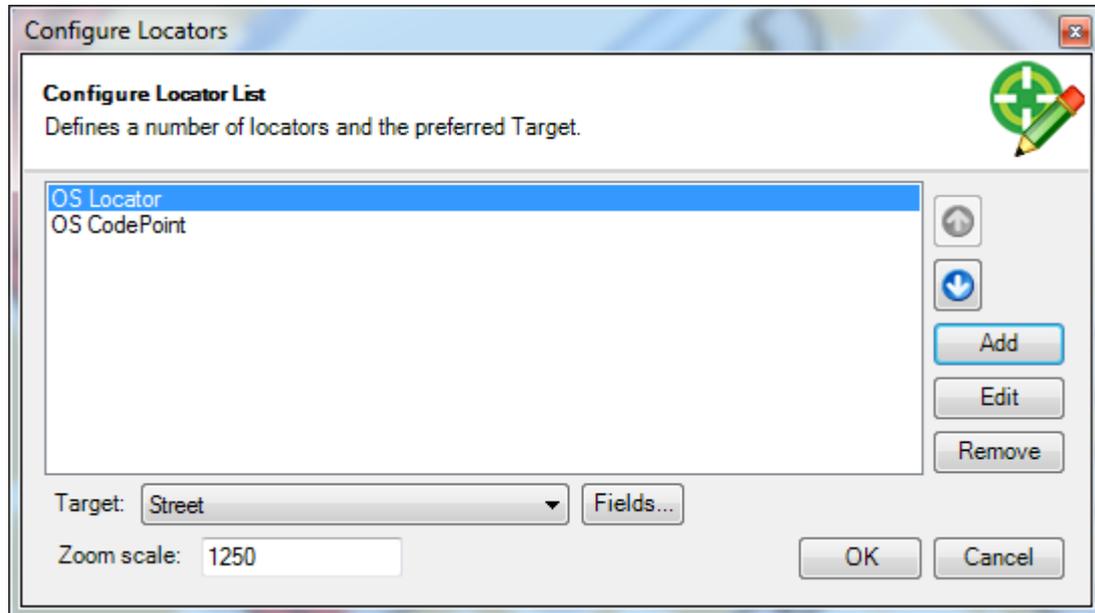


Note: The point graphic and the popup are added to the default graphic layers. If you are working with additional annotation layers you will need to remember to set the active annotation target back to the correct target after searching.

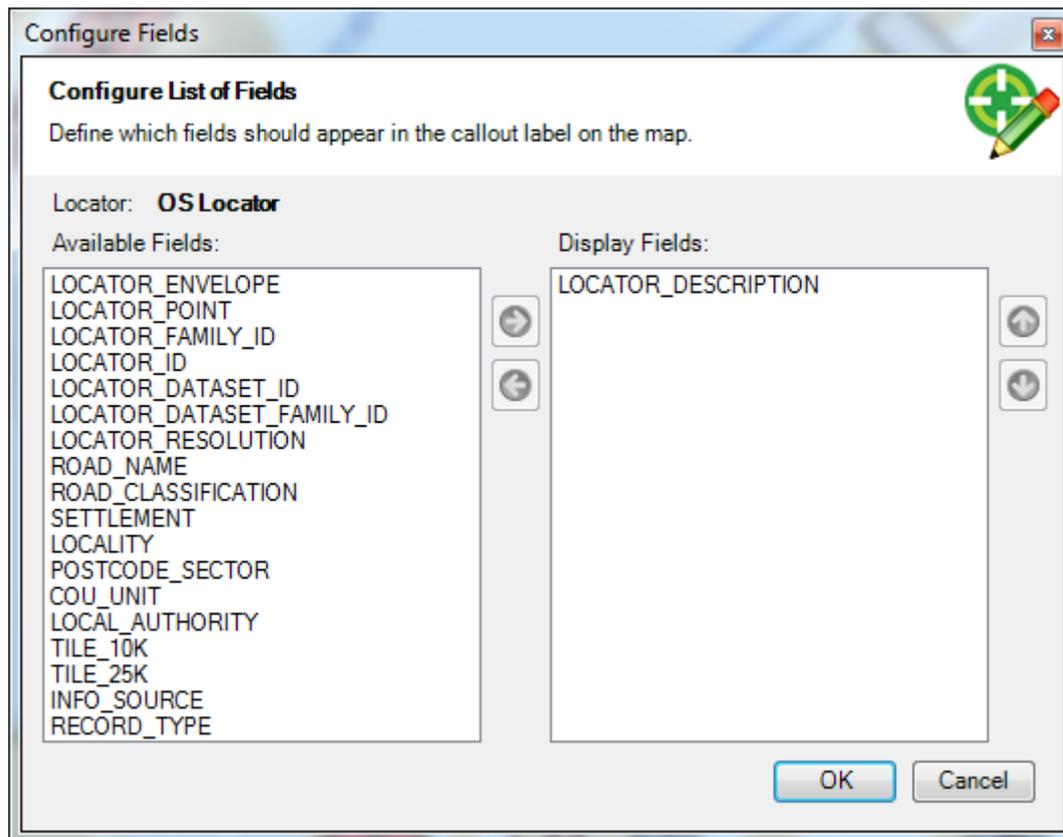
7. Advanced Locator Configuration

By default, the text displayed on the map shows the 'LOCATOR_DESCRIPTION' field that is returned by the locator. This is made up of a combination of fields (e.g. street and town) and should be sufficient for most purposes. Introduced in version 2.2 of the Add-In is the ability to alter which fields are displayed on the map.

To change which fields are displayed, select 'Configure Locators' from the drop-down menu on the Services toolbar to open the 'Configure Locators' dialog:



Choose the locator and select the **Target** from the drop-down list. Then click the **Fields...** button. This will display a dialog similar to the one below:



By default, the **Display Fields** list will contain a single entry of LOCATOR_DESCRIPTION. Other fields can be added from the **Available Fields** list by clicking on the field, then clicking the right arrow button to move the field onto the **Display Fields** list. The order of the fields in the **Display Fields** list can be altered by clicking the up and down arrows. Fields can be removed from the **Display Fields** list by clicking the left arrow. Note that at least one field must be configured in the **Display Fields** list.

8. Removing the Add-In

To remove the Services Add-In follow the below steps:

1. Start ArcMap
2. Open the 'Add-In Manager' by choosing it from the 'Customize' menu
3. Select the Services Add-In and click 'Delete this Add-In'
4. Restart ArcMap for the deletion to take effect