Identifying your version of ArcMap:

To check your current ArcMap desktop version, open ArcGIS Administrator from your computer applications.

Example of Desktop Version 10.1, no service pack (sp)
Adding the Ortho and Carto Base Maps to ArcMap

Richland County Base Maps

There are two base maps that you are likely familiar with through use of RCGEO applications including Online Mapping 2.0. These can be added to ArcMap for use as general reference or for inclusion in mapping products.

<table>
<thead>
<tr>
<th>Cartographic (Carto) Base Map</th>
<th>Ortho Base Map</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Cartographic Base Map" /></td>
<td><img src="image2.png" alt="Ortho Base Map" /></td>
</tr>
</tbody>
</table>

Adding the Base Map Connections – ArcMap 10.1

Follow these directions to establish the connections you will need to add these base maps to ArcMap.

1. Choose the **add data** button from the standard toolbar

2. Single click **GIS Servers** and press the add button

   *The add data button will automatically take you to the last data source that you used in ArcMap.*

   *Get to the screen pictured to the left 1 of 2 ways (if needed)*

   - **Browse using the Look in dropdown menu**
   - **Press the up arrow to the right of this drop down until the add data window looks similar to the image pictured**
3. Single click **Add WMTS Server** & click the add button

4. Enter the following URL information and press the **OK** button to add the base map data source:

   *You do not have to enter any additional information in this window; the URL is the only required field.*

**Ortho Base Map**

http://prodgissvr101/arcgis/rest/services/Main_Basemap_Ortho/MapServer/WMTS

**Cartographic Base Map**

http://prodgissvr101/arcgis/rest/services/Main_Basemap_Carto/MapServer/WMTS
Add Base Map(s) to ArcMap 10.1

Now that the WMTS Connections have been established, you are ready to add the base maps to your current ArcMap document.

1. Choose the **add data** button from the standard toolbar

![Add Data Button](image1)

2. Choose a base map from the GIS Servers options

   *For this example, we will add the Carto Base Map*

   *These options will be listed under GIS Servers. Navigate to the GIS Servers connections to view the base map links if needed.*

   ![GIS Servers Options](image2)

3. **Double click** either of the base map connections to select it as your data source

   ![Double Click](image3)

4. **Single click** the base map name & choose **Add**

   ![Add](image4)

Your selected base map will now be added to your current ArcMap document.
Adding the Base Map Connections – ArcMap 10.0 or 10.1 sp 1

Follow these directions to establish the connections you will need to add these base maps to ArcMap.

1. Choose the **add data** button from the standard toolbar

![Standard toolbar with add data button](image)

2. Single click **GIS Servers** and press the add button

   *The add data button will automatically take you to the last data source that you used in ArcMap.*

   *Get to the screen pictured to the left 1 of 2 ways (if needed)*

   - **Browse using the Look in dropdown menu**
   - **Press the up arrow to the right of this dropdown until the add data window looks similar to the image pictured**

![Add Data window](image)

3. Select **Add ArcGIS Server** & click the **Add** button

![Add ArcGIS Server window](image)

*NOTE: This window will also list any server connections that you have previously entered; this is where you will find the server connection that you are about to add.*
4. Select **Use GIS Services** & click **Next**

![Add ArcGIS Server](image1)

5. Enter the following URL information and press the **Finish** button to add the base map data source:

![Select the type of ArcGIS Server connection](image2)

You do not have to enter any additional information in this window; the URL is the only required field.

http://prodgissvr101/arcgis/services
Add Base Map(s) to ArcMap 10.0 or 10.1 sp 1

Now that the service connections have been established, you are ready to add the base maps to your current ArcMap document.

1. Choose the **add data** button from the standard toolbar

![Add data button](image)

2. Double-click to open the **arcgis on prodgissvr101** connection & click the **Add** button

![Add Data dialog box](image)

**NOTE:** these options will be listed under GIS Servers. Navigate to the GIS Servers connections if needed.

3. **Single click** either of the base maps & choose **Add**

![Add Data dialog box](image)

Your selected base map will now be added to your current ArcMap document.