

## How to Create and Connect Folders for Analysis in ArcGIS Pro

To perform a GIS-based spatial analysis, ArcGIS Pro requires users to connect a Window's folder to an ArcGIS Pro project file. This guide prepares a Windows folder, ArcGIS Pro project, and establishes a connection between the two for future spatial analysis.

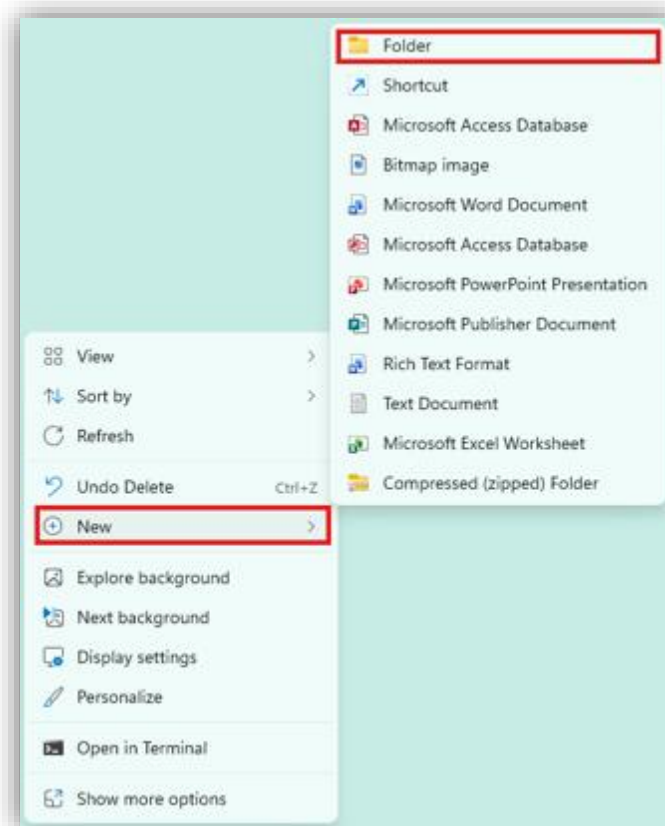
**Required Software:** Windows (11) & ArcGIS Pro (version 3.6.0).

### Prepare a Window's Folder

**Step 1:** On your Window's desktop screen, right-click any empty area.

**Step 2:** Select **New**.

**Step 3:** Select **Folder** (*Figure 1*).



*Figure 1.* How to prepare a Window's folder (Screenshot By: Taylor Beebe).

**Step 4:** Type your desired name for the folder. (EX: *Guide*.)

**Step 5:** Click enter to create the folder.

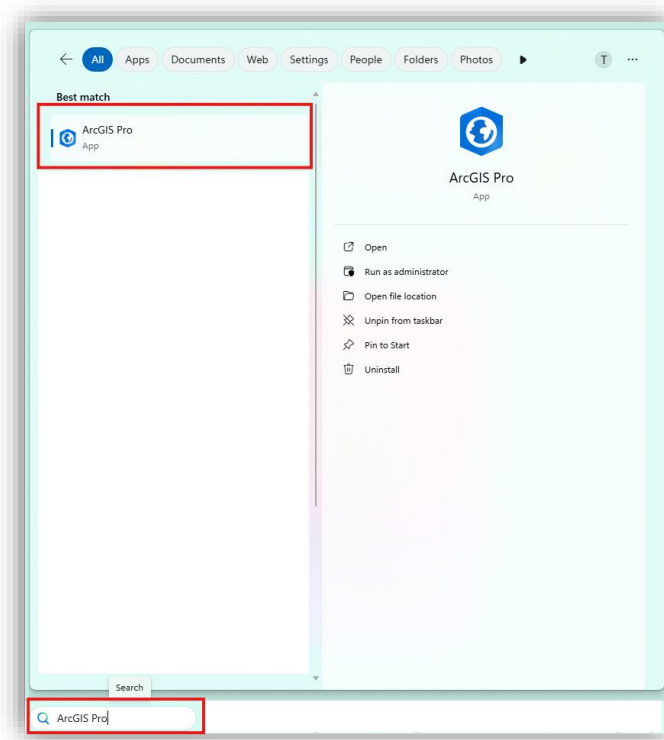
## Prepare an ArcGIS Pro Project File

### Open ArcGIS Pro:

**Step 6:** On the bottom of the Window's desktop screen, click on the search bar.

**Step 7:** Type **ArcGIS Pro**.

**Step 8:** Select **ArcGIS Pro** to open the ArcGIS Pro application (*Figure 2*).

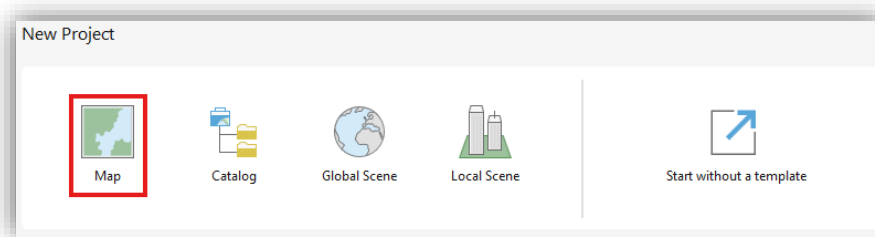


*Figure 2.* How to open the ArcGIS Pro application (Screenshot By: Taylor Beebe).

### Prepare a Project File:

**Step 9:** On the top of the ArcGIS Pro main window, navigate to the **New Project** ribbon.

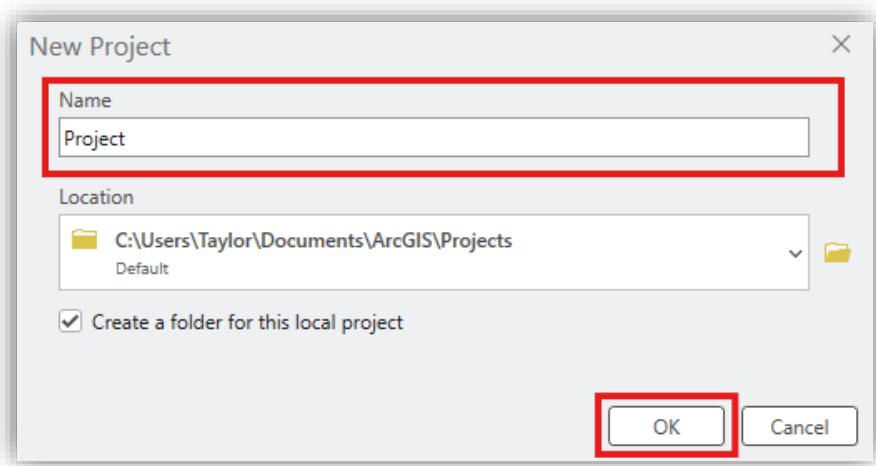
**Step 10:** Select **Map** (*Figure 3*).



*Figure 3.* How to open the New Project window (Screenshot By: Taylor Beebe).

Step 11: In the **New Project** window, enter your desired **Name** for your project. (EX: *Project*.)

Step 12: Select **OK** to create a new project file (*Figure 4*).



*Figure 4.* How to create a new project file (Screenshot By: Taylor Beebe).

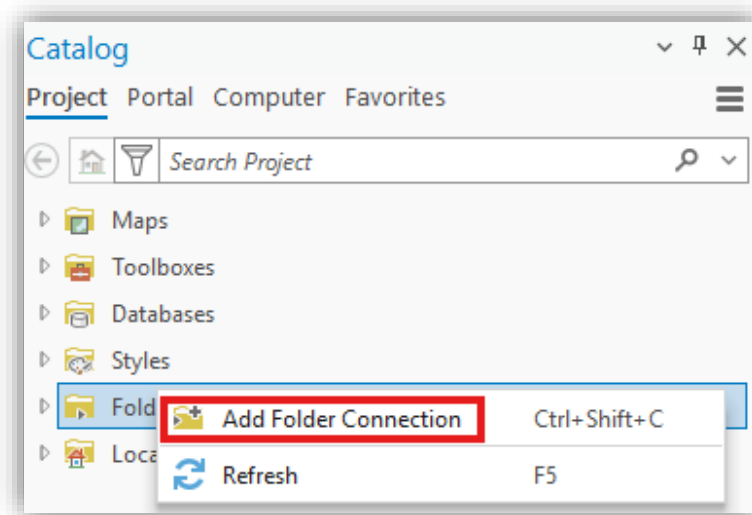
## Add a Folder Connection

### Open the Add Folder Connection Window:

Step 13: Navigate to the **Catalog** pane on the right of the project window.

Step 14: Right-click the **Folders** tab.

Step 15: Select **Add Folder Connection** to open the window (*Figure 5*).



*Figure 5.* How to open the Add Folder Connection window (Screenshot By: Taylor Beebe).

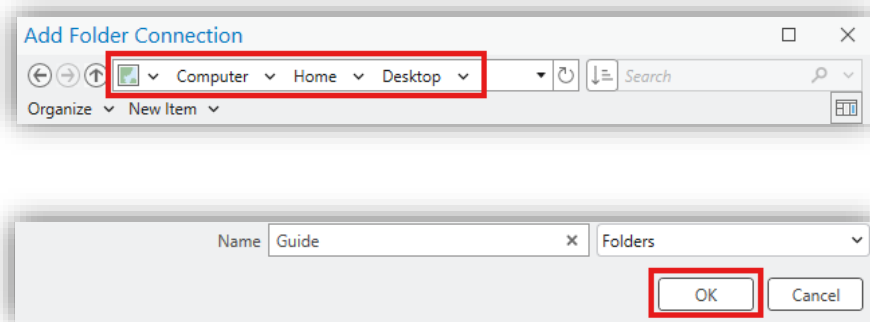
### Add a Folder Connection:

Step 16: In the **Add Folder Connection** window, double-click **Home**.

Step 17: Under **Home**, double-click **Desktop**.

Step 18: Under **Desktop**, single-click your new folder. (EX: *Guide*.)

Step 19: Select **OK** to add a folder connection (*Figure 6*).

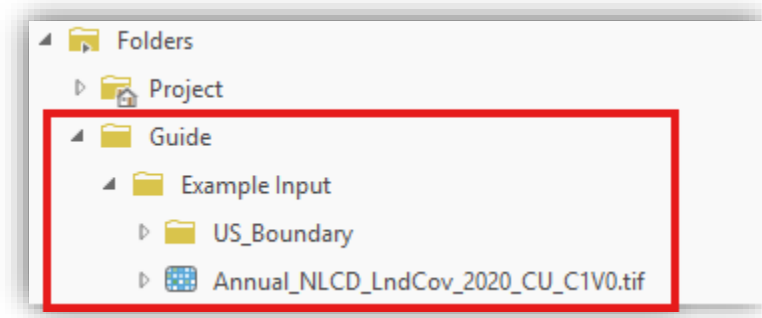


*Figure 6.* How to add a folder connection (Screenshot By: Taylor Beebe)

### Ensure the Folder's Connection:

Step 20: Navigate to the **Catalog** pane on the right of the project window.

Step 21: Expand the **Folders** tab by clicking the arrow to the left of the tab. (*Figure 7*).



*Figure 7.* Ensure the folder's connection (Screenshot By: Taylor Beebe).