



# Deauthorizing ArcGIS Pro Single Use licenses offline

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Open your ArcGIS Pro and go to **Settings** at the bottom of the page

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ArcGIS <sup>®</sup> Pro		
Open	New	
Recent Projects	Blank Templates	Recent Templates
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🧁 Open another project		Select another project template
器 Settings		Learn about creating project templates

Select Licensing from the right-hand panel as shown below



## Select Configure your licensing options

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#### From the drop-down menu, select Single Use License

Choose the license level you wish to remove

### Click Deauthorize

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Click Save to produce a deauthorize.txt file and save it to a location of your choice.



From a device connected to the Internet, log in to My Esri. **NOTE:** The account must have minimum permissions to make licencing changes

#### Navigate to My Organization > Additional Licensing Forms > Secure Site Operations



# Using the **Choose File** button, browse to the **deauthorize.txt** file you created earlier and click **Upload**



Your secure deauthorization file will download and will be displayed on the bottom left-hand side of your web browser.

Click on the file and allow it to run and make changes to your machine when prompted.



You will be returned to the software deauthorization screen and your file automatically referenced.

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Click **Next** to proceed.

A notification will appear confirming the completion of the authorization process. You will also see a list of the authorized features.

Click Finish to close the wizard

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