Using the Montana State Library's Geocoding Web Service

Note: these directions were developed using ArcGIS Pro 3.5.5 and last updated on 7/6/26. If you are using a different version of ArcGIS Pro, some of the steps might have slight differences.

Connecting to MSL's GIS Server

1. In ArcGIS Pro, on the ribbon click the **Insert** tab.
2. In the **Project** group, click **Connections**, point to **Server**, and click **New ArcGIS Server**.
3. In the **Server URL** box, type: https://gisservice.mt.gov/arcgis/rest/services
4. Under Save Login, uncheck **Windows Credential Manager**
5. Click **OK**
6. An ArcGIS Server connection file ("arcgis on gisservice.mt.gov.ags") is created and saved in the project's home folder. The new server connection appears in the **Servers** container in the **Catalog** pane and the **Contents** pane of a catalog view.

Add geocoding service locator to ArcGIS Pro project

1. In ArcGIS Pro, on the ribbon click the **Insert** tab.
2. In the **Project** group, click **Add Locator**. The **Select Existing Locator** browse dialog box appears.
3. In the **Select Existing Locator** dialog box, browse for the server connection file ("services on gisservice.mt.gov.ags") created above.
4. Double click **argcis on gisservice.mt.gov.ags**.
5. Select **msdi_address_locator_geocode_v1** and click OK, or double click **msdi_address_locator_geocode_v1**.
   The locator will be added to the **Locators** folder in the **Catalog** pane with any utility services that were added automatically.

Find an address in ArcGIS Pro on the Locate pane

1. In ArcGIS Pro, on the ribbon click the **Map** tab.
2. In the **Inquiry** group, click the **Locate** button.
3. In the Locate pane that opened, click the **Options** dropdown, check the box next to the **msdi_address_locator_geocode_v1** service. Uncheck any other locator(s).
4. Type an address in the **Search** box (example: "1201 11th Ave, Helena, MT").
   As you type, a list of suggested results displays.
5. Click any item on the list to view the location on the map.

Geocode a table of addresses ("batch geocoding") in ArcGIS Pro

1. In ArcGIS Pro, on the ribbon click the **Analysis** tab.
2. In the **Geoprocessing** group, click the **Tools** button.

3. In the **Geoprocessing** pane that opened, type "**geocode addresses**" in the **Find Tools** box, select the **Geocode Address** tool.
4. In the Geocode Address tool pane, in the **Input Table** browse to a table of addresses to geocode.
5. In the **Input Address Locator** box, select **msdi_address_locator_geocode_v1**.
6. Select the appropriate input address fields
7. In the **Output Feature Class** box, browse to an output geodatabase and type an output feature class name.
8. In the **Preferred Location Type** dropdown, select **Address location**.
9. Click the **Run** button.
   For additional information on the Geocode Addresses tool, see the ArcGIS Pro Geocode Addresses Tool Reference.