

The following steps need to be taken in order to make use of the ExploringMultipleBenefits toolbox:

**1. Unzip the ExploringMultipleBenefits toolbox and save the file to chosen location**

Note: the default area to which ArcGIS saves toolboxes is c:\Documents and Settings\\Application Data\ESRI \ArcToolbox \My Toolboxes.

It may be preferable to save the toolbox within a current project folder.

Make sure you keep the toolbox in a sub-folder called ExploringMultipleBenefitsTools otherwise the tools may show broken links.

**2. Open the ArcMap software and activate the spatial analysis extension**

a) In ArcMap click on Tools - Extensions and ensure that the 'Spatial Analysis' extension is ticked.

*Note: This extension is required to run the ExploringMultipleBenefits tools, therefore if this extension is not available the software vendor will need to be contacted to obtain a licence.*

b) Next, if the toolbar is not already present, from the main menu bar click on View - Toolbars – Spatial Analyst. Dock the toolbar in the grey horizontal menu area.

**3. Add the 'ExploringMultipleBenefits' toolbox to ArcToolbox**

a) In ArcMap, if the ArcToolbox is not already open, click on the red toolbox button located in the main horizontal menu bar.

b) Right click on ArcToolbox and click Add Toolbox

c) Navigate to the folder in containing the toolbox (location determined in Step 1) and click open

d) The toolbox will appear in ArcToolBox, click the + button to expand the toolbox to see the tools.

If you find any errors or problems with the toolbox please report them to Corinna.Ravilious@unep-wcmc.org with the subject Re: ExploringMultipleBenefits\_931\_v1\_2.tbx.

Thank you  
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