

Resolve Prospect Match Problems

When you import prospects into ACES², the data is validated using the defaults you have chosen for your prospect matching in your ACES² system settings for the following tasks:

- CRS
- Forum
- Untransmitted EApps
- Other Prospect Import

ACES² will either add all the prospects to your prospect database, require your intervention to add prospects, update existing records, or show possible matches.

There are three ways to resolve prospect match problems:

1. From the Search tab, select **Prospects**, then select **Match Resolution**.



Alternatively, select Match Resolution from Prospects in the Search section of the site map.



If you have permission to access the Daily Check page, you can select **Daily Check** from the Daily tab or select **Daily Check** from the Daily section of the site map.



- 2. On the search page for Prospect Match Resolution, enter your search criteria and select **Search**.
- 3. Records matching your criteria and system settings will display.
 - Prospects with possible matches will be marked Yes in the Match column.
 - The prospect address will also display.
 - Prospects gathered from a forum query will have their forum registration number displayed.
- 4. Choose Add, Update, or Delete for each record.

Drag a column header here to group by that column			
Add	Update	Delete	Last Name 🔺 📍
			Prasad

- 5. When you choose **Select All**, ACES² will check your prospect database and either add or update the records.
 - ACES² will add prospects that do not exist in your prospect database.
 - ACES² will update prospects that are exact or possible matches.
- 6. Select Process.
 - Select this button *only once*. ACES² will process your selection.
 - ACES² will process 300 records at a time.