

Target Import



People module helps you keep your customer database organized. Inside the People module, customers can be filtered and segmented in one place. In this guide we will show you how to import data into People module and send campaign using customer data you've imported into your database.

1. Open People page
2. Click the **IMPORT PEOPLE** button
3. Select a file from your filesystem
4. The system will show the column mapping screen

A screenshot of the Target People module interface. The top navigation bar includes 'PEOPLE', 'SEGMENTS', 'TAGS', and 'CONFIGURATION'. A sidebar on the left contains 'Filters' (No filters applied), 'Advanced filters', 'Channels', 'Tags', 'Gender', 'Country', 'City', 'Address', and 'Source'. The main content area is titled 'People' and features a search bar, 'ADD PERSON', and 'IMPORT PEOPLE' buttons. A summary section shows '105 People' with 'MANAGE TAGS' and 'CREATE SEGMENT' buttons. Below this, a grid of communication channels is displayed: SMS (41 People), Email (37 People), Line (3 People), Number Lookup (41 People), Push (3 People), and Telegram (3 People). On the right side, 'Voice' (41 People) and 'Facebook' (58 People) are also listed.

Import People

QUG_IMPORTPEOPLE.XLSX

SKIP ROWS
1

Map Your Data

2 of 5 columns are currently mapped.

File Column	File Preview	Portal Field	Options
MOB	3859152000000	msisdn	Add a country prefix
NAME	name0	Unmatched	
SURNAME	surname0	Unmatched	
EMAIL	email0@aaa.com	email	
BIRTH	1974-10-16	Unmatched	

CANCEL ANALYZE

- To map your file data with portal fields, simply select Portal field from a dropdown in third **PORTAL FIELD** column
- You can add country prefixes for your number selection, an option from the fourth **OPTIONS** column
NOTE: If you want to skip some fields, leave it as unmatched and the system will not import them.
- When you are done with column mapping, click the **ANALYZE** button

Import People

QUG_IMPORTPEOPLE.XLSX

SKIP ROWS
1

Map Your Data

5 of 5 columns are currently mapped.

File Column	File Preview	Portal Field	Options
MOB	3859152000000	msisdn	Croatia (385) x
NAME	name0	firstName	
SURNAME	surname0	lastName	
EMAIL	email0@aaa.com	email	
BIRTH	1974-10-16	birthDate	

CANCEL ANALYZE

NOTE: In case there are duplicates, the system will ask you how to resolve them.

Out of people in your file Upload:

6 MB TEST XLS.XLSX

File upload

116371 Valid People

Out of entries in your file:

- 55 are Invalid. [Download invalid records.](#)
- 116371 are valid and new entries.

In a case of duplicates, how do you want to resolve them ?

8a Discard

8b Resolve automatically

[APPLY TAGS](#) The tag "Upload_2017-10-11_16:42:07" will be automatically added to this import.

8. You have two options:

- a. **DISCARD** - by selecting this option you choose to remove duplicate records from a file and not import them.
- b. **RESOLVE AUTOMATICALLY** - by selecting this option you choose to merge duplicate records into one Person. For example, you have two records with the same number or email address inside a file or you have this number already stored in People; in that case the system will merge them by destinations which will result in having one record - Person instead of multiple ones.

9. Select one of the options for duplicates.

NOTE: You can add tags to organize your data by clicking the **APPLY TAGS** button and selecting a tag. Additionally, the system will auto tag each import so you can track what was imported and when

PEOPLE SEGMENTS TAGS CONFIGURATION

All Tags 9

Showing 17 of 17

CREATE TAG

Search Create Campaign Delete

<input checked="" type="checkbox"/> Upload_2017-10-11_16:42:07	Store Sign Up's	Web Sign Up's	Upload_2018-02-20_06:08:54
Product A	Upload_2018-02-19_07:04:20	ProductInsights	Channel Subscribers
Coffee	Demo list	Dev days list	Infobip likes
Newletter 'January'	Showcase list	Test Omni	Academy XXXV list
Bim's awesome test list			

10. To start the import process, click the **IMPORT** button

NOTE: Depending on the amount of data, import can take a while. After it's done, the application will let you know.

11. Once your import is finished, go to People page, filter by tag and launch your campaign by clicking the **CREATE CAMPAIGN** button:

