

# BCC SOFTWARE



## Enhanced Merge Purge Workshop

The objective of this course is to provide end users of the BCC Mail Manager™ family of Products working knowledge of the use and functions of Enhanced Merge Purge. EMP allows for multiple lists to be combined into one list. A merge/purge is performed by matching on selected fields. Matches can be user-defined or predefined matches which are built into the software.

### Duration

This workshop consists of one day of training; consisting of a morning (11am to 1:30pm EST) and afternoon (3pm to 5:30pm EST) session. The LogIn Live format allows you to tend to work matters before, between and after sessions.

### COURSE CONTENT

- » **Defining a Merge Scheme**
- » **Creating and Saving a Merge Scheme**
- » **Match indexes and Match Codes**
  - \* Output Record Selection
  - \* Conditional Householding options
  - \* Selecting Conditional Threshold and Formant options
  - \* Seed Records
- » **Selecting Files**
- » **File Properties**
- » **Field Assignments**
- » **Generate Reports and Summary Information**

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