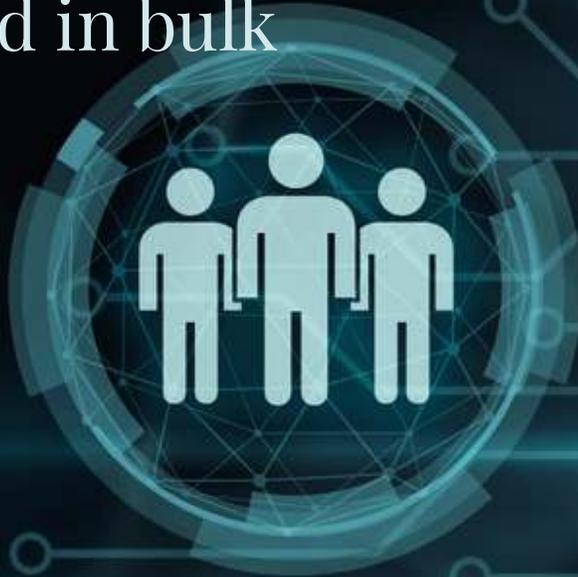


CITK

How to restore contacts that were
deleted in bulk



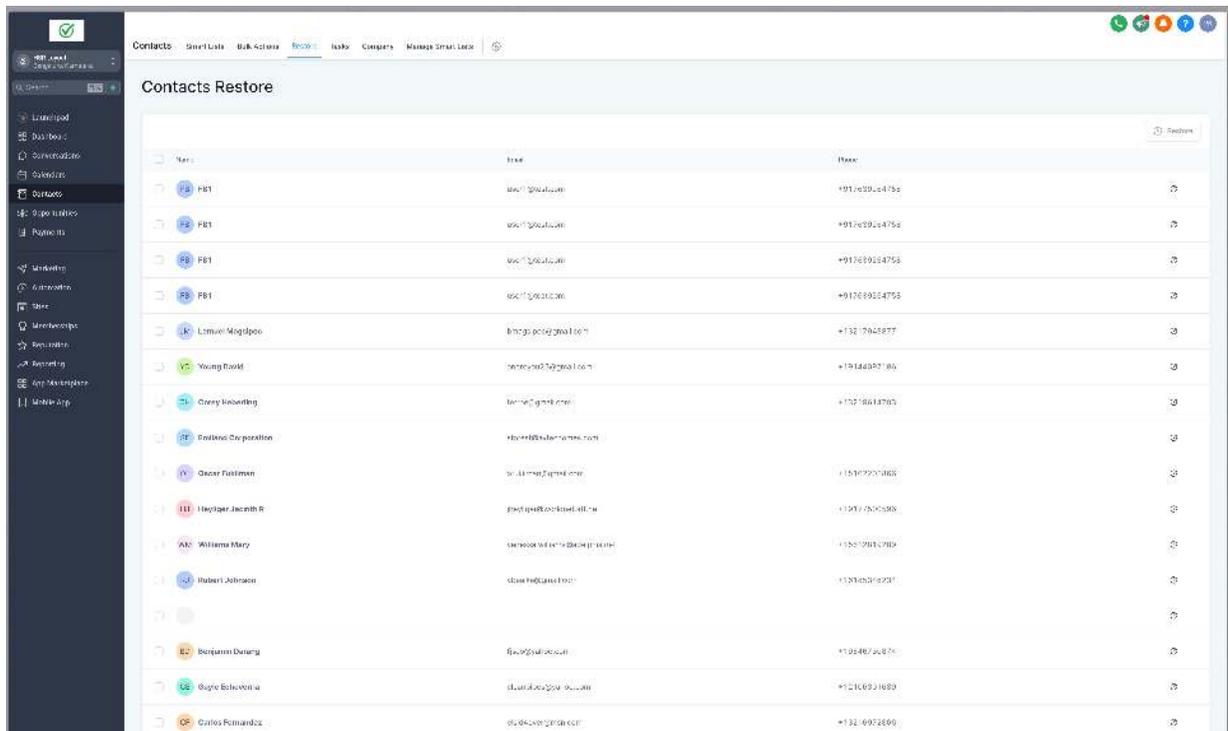
Step-by-Step Guide: Restoring Deleted Contacts Print

Restore one or multiple contacts in the platform in one go.

Currently, we permanently delete contacts in HIPAA-compliant locations.

Step 1: Click on Contacts

Step 2: Click on Restore in the tabs on the top



Step 3: Click on Restore on the right of any of these contacts on the top right and this modal will appear.

Step 4: Click on Confirm

This will restore the contact(s):

Opportunities

Notes

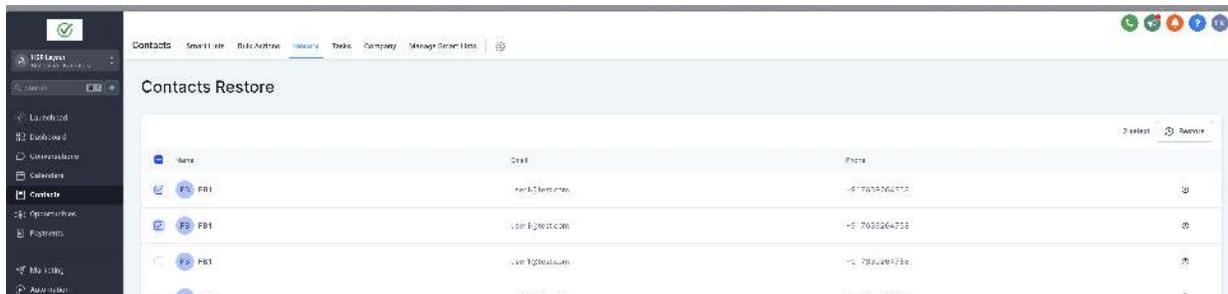
Tasks

Appointments

Conversations

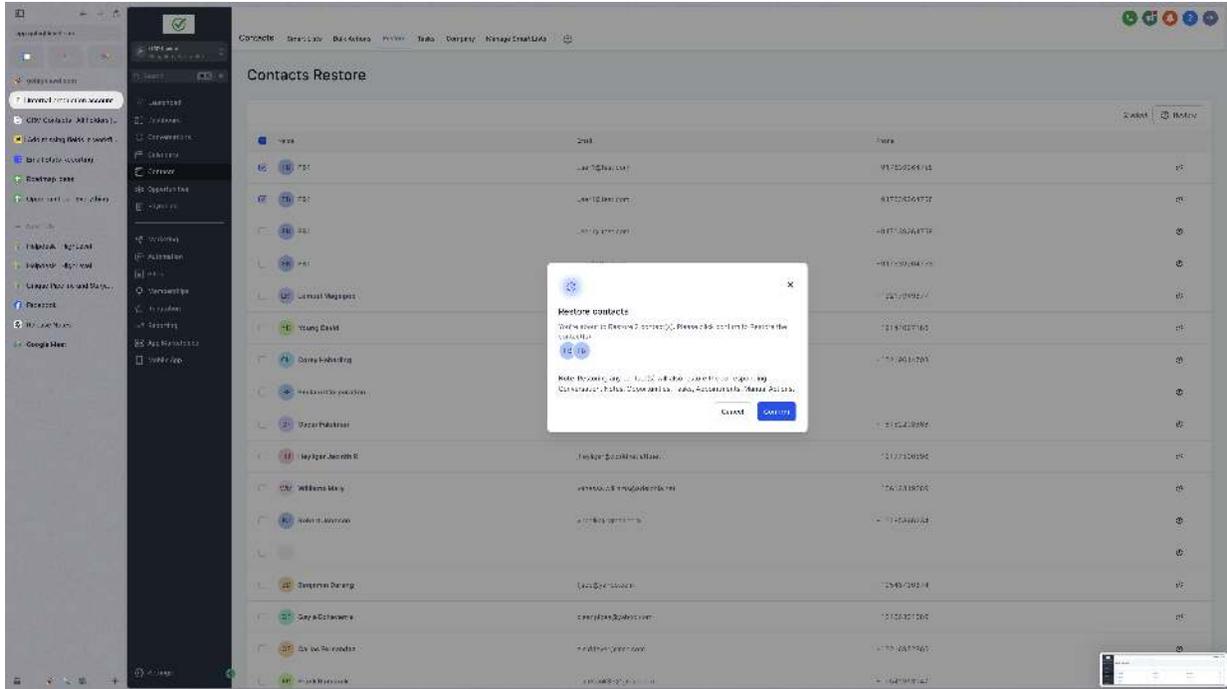
Campaigns/Workflows

Step 1: Select multiple contacts and restore all of them in one go:



Step 2: Click on Confirm to restore all of these contacts and their related Opportunities, Conversations, Notes, Tasks, Appointments and Manual Actions

How to restore contacts that were deleted in bulk



Restoring from a Bulk Delete

Step 1: Go to the Bulk Delete operation under Bulk Actions > Click on the 3 dots and click on Restore

Name	Bulk Operation (Type)	Status	Created (Created Time)	User	Completed (Created Time)	Statistics	Actions										
23 Jul 2024 4:13 PM	Bulk Delete	Completed (View Details)	Jul 23 2024 04:13 PM (UTC)	pallavi.kulkarni	Jul 23 2024 04:13 PM (UTC)	<table border="1"><tr><td>Total</td><td>2</td><td>100% 2</td><td>100% 2</td><td>0% 0</td></tr><tr><td></td><td></td><td>Processed</td><td>Success</td><td>Error</td></tr></table>	Total	2	100% 2	100% 2	0% 0			Processed	Success	Error	Hide State Restore
Total	2	100% 2	100% 2	0% 0													
		Processed	Success	Error													

Complete

Step 2: Restore begins and you can check the updated restore action and its stats on the bulk actions page

