

# Contact synchronization FTP API

## Revisions

Revision	Author	Date	Comments
1	pmarechal	24/04/2015	Initialisation de la documentation
2	pmarechal	01/07/2015	Ajout de la possibilité de désactiver des contacts
3	pmarechal	15/11/2015	Description des deux modes d'import de contacts
4	pmarechal	18/11/2015	Utilisation d'un préfixe lors du passage des fichiers du répertoire <i>in vers on</i>
5	pmarechal	19/02/2016	English version

# Table of contents

[1. Structure of the FTP deposit](#)

[2. Synchronizing contacts](#)

[2.1. One directory per action](#)

[2.2. A subdirectory per processing status of the file](#)

[2.3. Format of the files to be deposited](#)

[2.4. Importing the list of contacts](#)

[2.4.1. three import modes](#)

[2.4.2. Validity of a contact](#)

[2.4.3. Deduplicating contacts](#)

[2.5. Deactivating/Reactivating contacts](#)

[2.6. Deleting contacts](#)

[3. Reporting](#)

# 1. Structure of the FTP deposit

The FTP API allows you to both synchronize the contacts of your CRM in Digitaleo and to retrieve the list of contacts who have reacted to your campaigns (openers, clickers, unsubscribers), in order to integrate this information into your CRM.

As such, at the root your FTP deposit, you have access to two directories

```
root
├─ contacts...Allows you to deposit files in order to synchronize the contacts
├─ reporting...Allows you to Retrieve the contacts who have reacted to a campaign
```

## 2. Synchronizing contacts

### 2.1. One directory per action

The FTP API allows for several actions:

- Importing a list of contacts;
- Deactivating/Reactivating contacts for sendings over such and such media;
- Deleting contacts.

According to the action, depositing a file is carried out in the subdirectory "in" (Cf. next paragraph) contained in a specific folder:

```
contacts
├── import ..... Allows you to import contact lists
├── optoutEMAIL..... Allows you to deactivate contacts for the EMAIL media
├── optoutSMS..... Allows you to deactivate contacts for the SMS media
├── optoutVOICE..... Allows you to deactivate contacts for the VOICE media
├── optoutVOICEMAIL....Allows you to deactivate contacts for the VOICEMAIL media
├── optinEMAIL.....Allows you to reactivate contacts for the EMAIL media
├── optinSMS.....Allows you to reactivate contacts for the SMS media
├── optinVOICE.....Allows you to reactivate contacts for the VOICE media
├── optinVOICEMAIL....Allows you to reactivate contacts for the VOICEMAIL media
└── delete.....Allows you to delete contacts
```

### 2.2. A subdirectory per processing status of the file

For each action directory, four directories are present: in, on, ok and ko

in	This is the directory in which the files to be processed are to be deposited. This is the only directory that has write access <i>Read/write access</i>
on	This directory contains the list of files that currently being processed <i>Read-only access</i>
ok	This directory contains the list of files that have been imported correctly <i>Read-only access</i>
ko	This directory contains the list of files for which processing has failed. The main reason for a fail with processing is incorrect syntax in the CSV file. <i>Read-only access</i>

```
contacts
├── import ..... Allows you to import contact lists
│   ├── in
│   ├── ko
│   ├── ok
│   └── on
└── optoutEMAIL ..... Allows you to deactivate contacts for the EMAIL media
...

```

When the deposited file passes from the directory in to on, it is renamed with a prefix that corresponds to the date the file was deposited (in [POSIX timestamp](#) format).

For example

```
contacts
├── import
│   └── in
│       └── mylist.csv

```

will become

```
contacts
├── import
│   └── on
│       └── 1447797847_mylist.csv

```

## 2.3. Format of the files to be deposited

Regardless of the action, the file to be deposited is a CSV file for which the encoding is ISO-8859-1 and for which the line endings are in Unix format (LF).

The file can be zipped.

The size of the file (CSV or zipped) cannot exceed 20Mb.

The default separator is the semicolon although this can be configured in the Account configuration.

The expected column headers are:

```
| Civilité | Prénom | Nom | Email | Téléphone Fixe | Mobile | Fax | Adresse 1 | Adresse 2  
| Code postal | Ville | Etat | Pays | Date de naissance | Société | Référence | Champ 1 |  
Champ 2 | Champ 3 | Champ 4 | Champ 5 | Champ 6 | Champ 7 | Champ 8 | Champ 9 | Champ 10 |  
Champ 11 | Champ 12 | Champ 13 | Champ 14 | Champ 15 |
```

The name of the fields "Field 1" to "Field 15" can be configured at the account configuration level.

One of the three columns {Email, Fixed and Mobile Telephone} is required as well as the {Reference} field if this is your criterion for deduplicating (cf. [#2.4](#)).

For users for whom the uniqueness criterion is the customer reference, the Reference column must be completed.

Example CSV file:

```
Référence ;Civilité;Prénom;Nom;Email;"Téléphone Fixe";  
123454R;M.;Pierre ;DUPONT ;pierre.dupont@mygmail.com ;0286786589  
67676F6;Mme;Sylvie ;MARTIN;sylvie.martin@mygmail.com ;05.80.99.90.68  
785645P;M.;Michel ;DURAND ;michel.durand@mygmail.com ;336 90 78 56 90
```

## 2.4. Importing the list of contacts

### 2.4.1. three import modes

According to the configuration of your account, there are three possible ways of operating:

1. Mode 1 *“Systematic list creation”* - Each file deposited in the import/in directory causes the creation of a list of contacts of which the name is that of the file deposited. Even if a contact list that bears the same name already exists, a new list (with the same name) is created.
2. Mode 2 *“Adding to an existing list”* - If the name of the file deposited corresponds to an existing list, the contacts will be associated with this list. If no list corresponds to the name of the file, a list is created.
3. Mode 3 *“Synchronizing an existing list”* - If the name of the file deposited corresponds to an existing list, the list will be synchronized with the file deposited: it will contain only the contacts present in the file. As in mode 2, if no list corresponds to the name of the file, a list is created.

## 2.4.2. Validity of a contact

For a contact to be valid, one of the following three parameters has to be defined and valid:

- Email address (Email)
- Fixed telephone number (Fixed Telephone)
- Mobile telephone number (Mobile)

For users for whom the uniqueness criterion is the customer reference, the Reference column must be completed.

## 2.4.3. Deduplicating contacts

There are three possible deduplicating criteria:

- No deduplicating
- Triplet {Email, Fixed Telephone, Mobile }
- Reference<sup>1</sup>

Each account chooses his deduplicating criterion. When a contact is created that already exists in the database (through its deduplicating criterion), the existing contact is updated with the properties of the new contact.

<sup>1</sup>For this uniqueness criterion, any contact whose Reference column is not defined will be considered as invalid

## 2.5. Deactivating/Reactivating contacts

Deactivating/Reactivating contacts is done media by media. A contact can be deactivated for a sending to the SMS media but can be valid for a sending to the VOICEMAIL media.

According to the media, it is not the same means of contact that is taken into account.

Media	Means of contact
EMAIL	Email
SMS	Mobile
VOICE	Fixed Telephone
VOICEMAIL	Mobile

## 2.6. Deleting contacts

Deleting contacts can be used only if a deduplicating criterion is activated on your account (either with the triplet {Email, Mobile, Fixed Telephone}, or with the Reference field).

As with the other actions, the expected file format as input is that for import as defined in section [#2.3](#).



### 3. Reporting

The reporting directory allows you to retrieve the list of contacts who have reacted to the campaigns (openers, clickers, unsubscribers) day by day.

The information is retained for 7 days.

One directory is created per day. Each day contains

- one zip per campaign in progress named <day>\_<campaignId>\_<campaignName>.zip
- a general zip named <day>.zip

```
reporting
├── 2015-04-27
│   ├── 2015-04-27_Daily.zip
│   ├── 2015-04-27_12345_Campaign #1.zip
│   ├── 2015-04-27_67891_Campaign #2.zip
│   └── ...
├── 2015-04-28
└── ...
```

Each zip contains the contacts lists according to:

```
0067891_Campaign #2.zip
├── EMAIL_clicked.csv
├── EMAIL_opened.csv
├── EMAIL_optout.csv
├── SMS_optout.csv
├── VOICEMAIL_optout.csv
└── ...
```

Each file complies with the file import format (such as specified in section [#2.3](#)).

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