

Holdsworth Contact Finder – User Guide

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Holdsworth Contact Finder is an application used to automatically find contacts on a specific street, or in a specific suburb. It uses CoreLogic's RP Data database to find the names and addresses of people. It then uses the iD4me database to search for the contact details of the people found in RP Data.

This document provides a detailed explanation on how to use the Holdsworth Contact Finder program.

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Installation

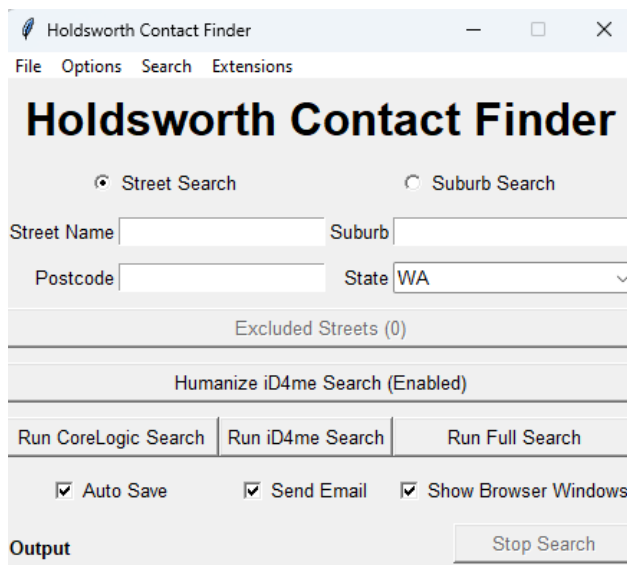
To install the program, download “Holdsworth Contact Finder.zip” and extract it to a folder (right click -> Extract All).

Often, Windows will block the application from running. To prevent this, we must tell Windows that the program is safe to run. To do this:

1. Open “Windows Security”
2. Select “Virus & threat protection” from the sidebar
3. Select “Manage settings” under “Virus & threat protection settings”
4. Select “Add or remove exclusions” under “Exclusions”
5. If Windows displays a popup, click “Yes”
6. Click “Add an exclusion” -> “Folder”
7. Select the folder that you extracted earlier

Now, we can safely run “Holdsworth Contact Finder.exe”.

When you open the program, you will be greeted with the following screen. This is the main screen you will be using in this program.



The screenshot shows the main window of the 'Holdsworth Contact Finder' application. The window has a title bar with the application name and standard Windows window controls. Below the title bar is a menu bar with 'File', 'Options', 'Search', and 'Extensions'. The main content area features a large title 'Holdsworth Contact Finder' and two radio buttons for 'Street Search' (selected) and 'Suburb Search'. Below these are input fields for 'Street Name', 'Suburb', 'Postcode', and a dropdown for 'State' (currently set to 'WA'). A section labeled 'Excluded Streets (0)' is visible. Below that, a toggle switch for 'Humanize iD4me Search (Enabled)' is shown. There are three buttons: 'Run CoreLogic Search', 'Run iD4me Search', and 'Run Full Search'. At the bottom, there are three checked checkboxes: 'Auto Save', 'Send Email', and 'Show Browser Windows'. An 'Output' label is on the left, and a 'Stop Search' button is on the right.

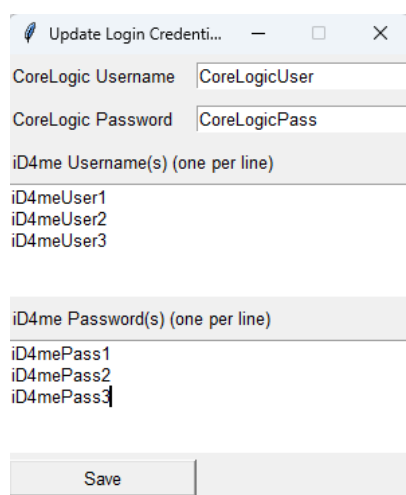
Before You Run a Search

Before we run a search, we need to modify some settings to allow the program to run properly. Below is an explanation of everything that needs changing:

Login Credentials

To add login credentials, select “File” -> “Update Login Credentials”.

Enter your login credentials for CoreLogic (RP Data), and iD4me. You can enter multiple iD4me logins, and the program will automatically switch between them once it hits the daily limit. Below is an example of how you would do so:



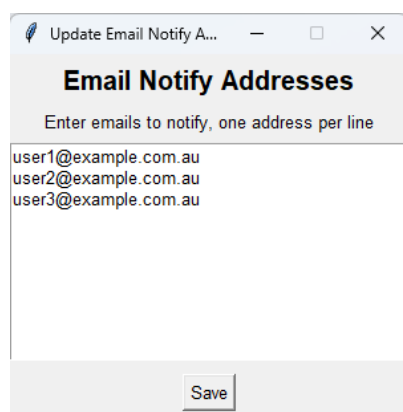
The screenshot shows a window titled "Update Login Credentiali...". It contains two text input fields for "CoreLogic Username" (with "CoreLogicUser" entered) and "CoreLogic Password" (with "CoreLogicPass" entered). Below these are two text areas for "iD4me Username(s) (one per line)" and "iD4me Password(s) (one per line)". The iD4me username area contains "iD4meUser1", "iD4meUser2", and "iD4meUser3". The iD4me password area contains "iD4mePass1", "iD4mePass2", and "iD4mePass3". A "Save" button is at the bottom.

Select “Save” to save your login credentials.

Email Notify Addresses

If you want to be notified by email once your search is complete, you will need to provide email addresses.

To do so, select “Options” -> “Update Email Notify Addresses”. Enter all email addresses you want to be notified, as shown below:



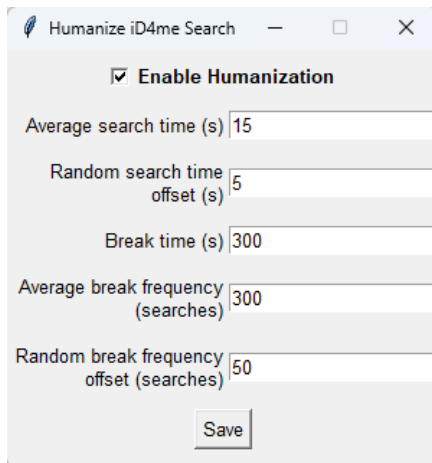
The screenshot shows a window titled "Update Email Notify A...". It has a title bar and a main area with the heading "Email Notify Addresses" and the instruction "Enter emails to notify, one address per line". Below this is a text area containing three example email addresses: "user1@example.com.au", "user2@example.com.au", and "user3@example.com.au". A "Save" button is located at the bottom right.

Select “Save” to save these emails.

“Humanize” iD4me Search Values

Since iD4me has software to detect automated programs using their system, we must slow our search down to look as if a human is using the system.

To do this, select “Humanize iD4me Search”. A popup will display with a variety of settings that you can manipulate. Below are some recommended values to use:

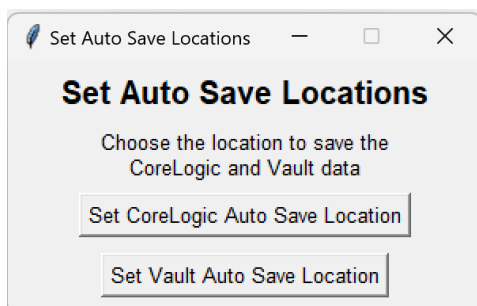
A screenshot of a Windows-style dialog box titled "Humanize iD4me Search". It has a standard title bar with a minimize button, a maximize button, and a close button. The dialog contains a checked checkbox labeled "Enable Humanization". Below this are five input fields: "Average search time (s)" with the value 15, "Random search time offset (s)" with the value 5, "Break time (s)" with the value 300, "Average break frequency (searches)" with the value 300, and "Random break frequency offset (searches)" with the value 50. At the bottom right is a "Save" button.

Select “Save” to save these values for use during the iD4me search.

Auto Save Locations

You can (optionally) provide locations as to where the program will automatically save files once the search is complete. If you do not manually set these locations, then files will automatically be saved in the same location as “Holdsworth Contact Finder.exe”.

To set the auto save locations, select “Options” -> “Set Auto Save Locations”. You will be presented with the following popup:

A screenshot of a Windows-style dialog box titled "Set Auto Save Locations". It has a standard title bar with a minimize button, a maximize button, and a close button. The dialog contains the text "Choose the location to save the CoreLogic and Vault data". Below this text are two buttons: "Set CoreLogic Auto Save Location" and "Set Vault Auto Save Location".

To set the auto save location for CoreLogic (RP Data) files (these files contain the names of owners for each searched property, as well as data about each property), select “Set CoreLogic Auto Save Location”, and choose a location to automatically save the files in.

To set the auto save location for Vault files (these files contain data to be imported into VaultRE, including owner names, emails, phone numbers, addresses, and property data), select “Set Vault Auto Save Location”, and choose a location to automatically save the files in.

Running a Search

There are three types of searches you can run:

- CoreLogic (RP Data) Search
- iD4me Search
- Full Search

Run CoreLogic Search	Run iD4me Search	Run Full Search
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These will all be explained shortly. However, there are values we must input for every type of search, and these are explained below.

Preparing to Run a Search

Before we run any type of search, we must first decide whether we want to search for contacts on a single street, or in an entire suburb. To do this, either select “Street Search” or “Suburb Search”.

<input checked="" type="radio"/> Street Search	<input type="radio"/> Suburb Search
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Then, enter your search criteria in the “Street Name”, “Suburb”, “Postcode”, and “State” fields.

- The “Street Name” field is not necessary for a suburb search
- The “Postcode” field is usually automatically filled using the “Suburb” and “State” fields

Street Name	<input type="text"/>	Suburb	<input type="text"/>
Postcode	<input type="text"/>	State	<input type="text" value="WA"/>

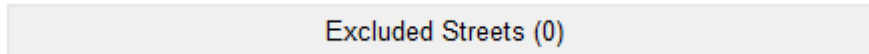
There are three further checkboxes you can modify (all of which are enabled by default):

- Select whether you want the files to automatically be saved with “Auto Save”
- Select whether you want an email to be sent once the search is complete with “Send Email” (See [Email Notify Addresses](#))
- Select whether you want browser windows to be visible during the search with “Show Browser Windows”

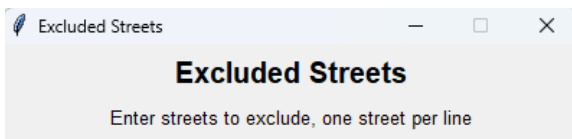
<input checked="" type="checkbox"/> Auto Save	<input checked="" type="checkbox"/> Send Email	<input checked="" type="checkbox"/> Show Browser Windows
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Excluded Streets

When you run a Suburb Search, you have the option to exclude streets from your search. This is mostly useful when you are running a CoreLogic (RP Data) or a Full search on a suburb, however it can be used for iD4me searches as well. To do this, select “Excluded Streets”.



You will be met with the following popup:



Enter any streets you want to exclude from the search, with one street per line. Select “Save” to save these streets.

When you run a search, the program will skip any of these streets you have specified.

Running a CoreLogic (RP Data) Search

To run a CoreLogic (RP Data) search, select “Run CoreLogic Search”. No further input is required.

The program will automatically log into RP Data, search for the criteria, and gather owner data for each property.

If you have enabled Auto Save, the program will automatically save the data into a file once the search is complete. Otherwise, you will be prompted to save it manually.

For a Street Search, the program will save the file with the following format:

`StreetName_Date-Time_NumberOfOwnersFound.rpd`

For example: `Ashby Street_2024-04-05-15-29_5.rpd`

For a Suburb Search, the program will save the file with the following format:

`SuburbName_Date-Time_NumberOfOwnersFound.rpd`

For example: `North Perth_2024-04-09-10-51_145.rpd`

Running an iD4me Search

To run an iD4me search, select “Run iD4me Search”. You will then be prompted to open a “CoreLogic Search Data” file (these files end with “.rpd”).

Once you have selected a file, you will be asked if you want to search every item from the loaded file. Selecting “yes” will result in the program searching every entry from the loaded file. If you select “no”, the program will ask you what line of the loaded file you want to start the search at, and how many entries you wish to search. *At this point, it is recommended to just select “yes” as the other option was implemented for debug purposes.*

The program will automatically log into iD4me and search each owner in the loaded CoreLogic (RP Data) file for their contact details. It will also use the “humanize” values (see [“Humanize” iD4me Search Values](#)) to slow down the search, reducing the chance of a nasty phone call from iD4me.

If you have enabled Auto Save, the program will automatically save the resulting contacts into a file once the search is complete. Otherwise, you will be prompted to save it manually. This file can be imported into VaultRE at any time.

For a Street Search, the program will save the file with the following format:

StreetName_Date-Time_NumberOfOwnersFound.csv

For example: Ashby Street_2024-04-05-15-29_5.csv

For a Suburb Search, the program will save the file with the following format:

SuburbName_Date-Time_NumberOfOwnersFound.csv

For example: North Perth_2024-04-09-10-51_145.csv

If the program is not able to search through every entry in the loaded CoreLogic (RP Data) file, then it will also save the remaining data in a “.rpd” file. See [Running a CoreLogic \(RP Data\) Search](#) for the format this will be saved in.

Running a Full Search

To run a full search, select “Run Full Search”. No further input is required.

This option runs both a CoreLogic (RP Data) search and an iD4me search. For more details, see [Running a CoreLogic \(RP Data\) Search](#) and [Running an iD4me Search](#).

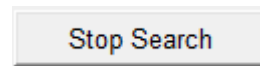
If you have enabled Auto Save, the program will automatically save the resulting contacts into a file once the search is complete. Otherwise, you will be prompted to save it manually. This file can be imported into VaultRE at any time.

Similarly, if there is any remaining CoreLogic (RP Data) entries that are yet to be searched in iD4me, the program will save them in a “.rpd” file.

See [Running a CoreLogic \(RP Data\) Search](#) and [Running an iD4me Search](#) for more information on the format of the names the files will be saved as.

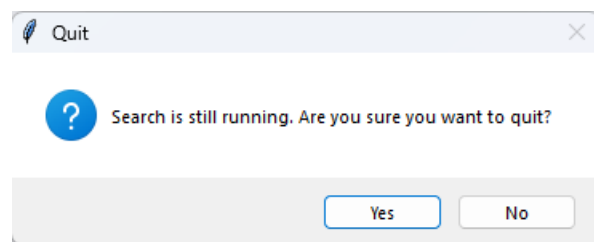
Cancelling a Search

If you want to cancel a search for whatever reason, select “Stop Search”.



This will cause the program to finish the item it is currently searching and save the data in the respective file formats. See above for more information.

If you attempt to close the program while a search is running, you will be asked if you want to stop the search and close the program, or continue the search and keep the program open.



Automatic Cancellation

The program will sometimes cancel a search automatically. This can be for a variety of reasons, including:

- The browser freezes
- You have reached your daily limit on iD4me searches and there are no more iD4me accounts to log into
- Some other unforeseen error

In this case, the program will follow the same process as when the user manually cancels the search.

Extensions

The program has various “extension” functions which are not required to run the program. They are designed to provide extra functionality that may be useful at some point. All extension functions are outlined below.

Subdivide CoreLogic Data

This extension allows the user to split a CoreLogic (RP Data) file up into multiple smaller, evenly sized files that can be processed individually (perhaps on different machines).

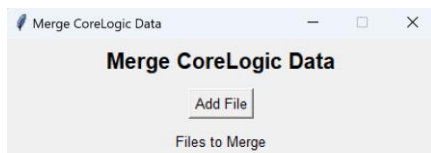
To run this extension, select “Extensions” -> “Subdivide CoreLogic Data”. You will be prompted to open the “CoreLogic Search Data” file that you wish to subdivide.

Upon doing this, you will be prompted to input the number of subdivisions to split the loaded file into. Once you select “Ok”, the resulting files will be saved in the location of the original file. Each new file will have a number in its name, counting up to the number of subdivisions.

Merge CoreLogic Data

This extension is the opposite of Subdivide CoreLogic Data, allowing you to merge multiple CoreLogic (RP Data) files into a single, larger file. This is useful for combining multiple streets or suburbs that you can process at once.

To run this extension, select “Extensions” -> “Merge CoreLogic Data”. You will be presented with the following popup window:

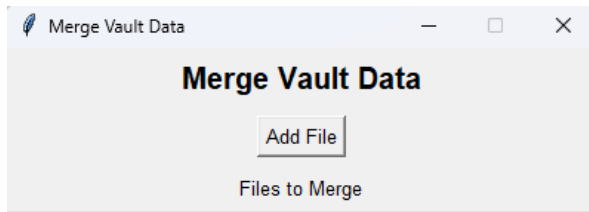


To add a file to merge, select “Add File”. You will be prompted to open a “.rpd” file. Repeat this for each file you want to merge. When you have added every file, select “Merge”. You will be prompted to select a location to save the file. Once you select this location, the program will merge the CoreLogic files you have selected.

Merge Vault Data

This extension is similar to Merge CoreLogic Data. It allows you to merge multiple Vault Contact files into a single, larger file. This is useful for reducing the amount of files you have to upload individually to VaultRE.

To run this extension, select “Extensions” -> “Merge Vault Data”. You will be presented with the following popup window:

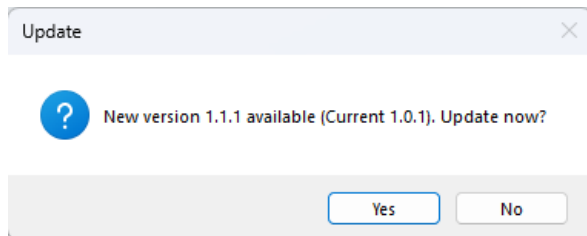


To add a file to merge, select “Add File”. You will be prompted to open a “.csv” file. Repeat this for each file you want to merge. When you have added every file, select “Merge”. You will be prompted to select a location to save the file. Once you select this location, the program will merge the Vault Contact files you have selected.

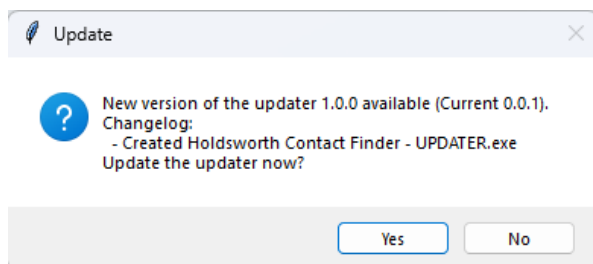
Updating the Contact Finder

The Holdsworth Contact Finder program comes bundled with “Holdsworth Contact Finder – UPDATER.exe”. This program is used to automatically download updates for the Contact Finder program from the internet.

When a new update is available, you will be presented with the following popup upon opening the program:

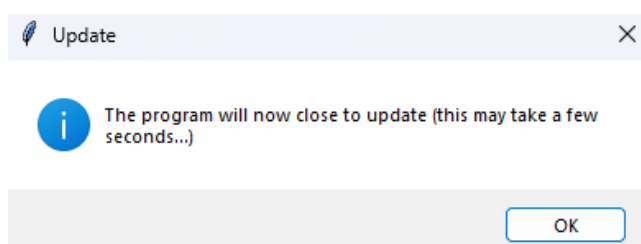


If you choose to update the program, it will first check for an update for the UPDATER program. If there is an update, you will be presented with the following popup:



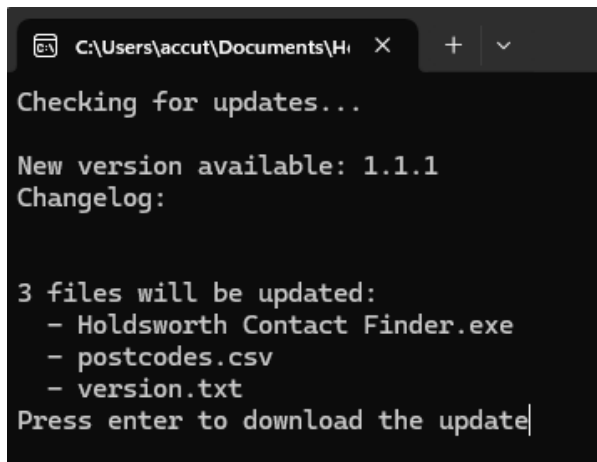
If you choose to update the UPDATER, the program will download and apply the update before it updates itself.

The program will now close to download and apply the new update. When it does so, it will present the following popup.



As the popup suggests, it can take a few seconds to open the updater program.

When the updater program opens, it will check for an update and display the changelog.



```
C:\Users\accut\Documents\Hi X + v
Checking for updates...
New version available: 1.1.1
Changelog:

3 files will be updated:
- Holdsworth Contact Finder.exe
- postcodes.csv
- version.txt
Press enter to download the update|
```

Follow the instructions to download the update. Once the update is downloaded, you can press “enter” to close the program.

The program will fail to update if:

- “Holdsworth Contact Finder.exe” is currently open
- The updater cannot connect to the internet

Once the update is complete, you can open the Contact Finder application again.