# Process to Convert Exclusion Lists

This document describes the process for converting exclusion lists. The process involves three main steps: exporting the exclusion lists, running a Python script to process the data, and importing the converted lists back into the system.

## Step 1: Export Exclusion Lists

1. Log into the system where the exclusion lists are stored.  
2. Navigate to the 'Exclusion Lists' section.  
3. Select the lists you wish to export.  
4. Click on the 'Export' button and choose the file format (e.g., CSV or Excel).  
5. Save the exported file to your local directory for further processing.

## Step 2: Run the Python Script

1. Ensure that Python 3.x is installed on your computer.  
2. Place the exported exclusion list file in the same directory as the Python script.  
3. Open a terminal or command prompt.  
4. Run the Python script using the following command:  
   
 python convert\_exclusion\_lists.py <input\_file> <output\_file>  
   
Replace `<input\_file>` with the name of the exported file and `<output\_file>` with the desired name of the converted file.  
5. Once completed, verify that the script generated the converted list file successfully.

## Step 3: Import the Converted Lists

1. Log into the system where the exclusion lists will be imported.  
2. Navigate to the 'Import Lists' or equivalent section.  
3. Click on 'Browse' or 'Select File' and choose the converted list file.  
4. Click 'Import' to upload the file.  
5. Verify that the import completed successfully and the data appears as expected.

## Notes

- Always keep a backup of the original exclusion lists before running the conversion.  
- If errors occur during the Python script execution, check the script log or console output for troubleshooting.  
- Validate the final imported data to ensure no information was lost or incorrectly formatted.