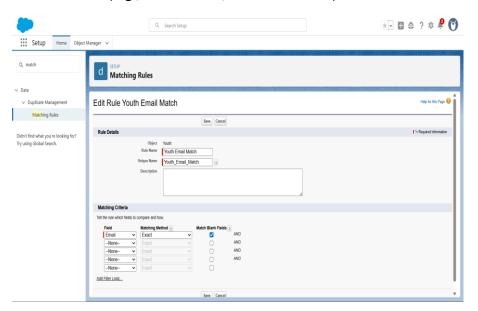# Phase 8: Data Management & Deployment

Step 1: Duplicate Management

Preventing duplicate records is critical, especially for **Youth** and **Job** objects.

A. Matching Rules

- Define the criteria to identify duplicates.

- **Steps:**

    1. Go to **Setup → Matching Rules → New**.

    2. Example: Match Youth__c.Email__c.

    3. Define criteria (e.g., exact match, case-insensitive) → Save → Activate.

B. Duplicate Rules

- Decide what happens when duplicates are detected.

- **Steps:**

    1. Go to **Setup → Duplicate Rules → New**.

    2. Apply your **Matching Rule** to the object (e.g., Youth__c).

    3. Choose **Action**:

        ▪ **Block** → Prevents user from creating duplicates.

        ▪ **Alert** → Warns the user, but allows creation.

    4. Activate the rule.

Step 2: Data Backup

Always back up before importing or deploying, in case something goes wrong.

- **Steps:**

    1. Go to **Setup → Data Export → Export Now**.

    2. Choose objects to backup (e.g., Youth__c, Job__c, Interview__c).

    3. Download the zip files.

A1   Id

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Id	OwnerId	IsDeleted	Name	CreatedDa	CreatedBy	LastModifi	LastModifi	SystemMo	Location_	Descriptio	Required_	Status__c
2	a06gL000C	005gL000C	0	Java Devel	########	005gL000C	########	005gL000C	########	Hyderabac	Developer	2	Open
3	a06gL000C	005gL000C	0	Developer	########	005gL000C	########	005gL000C	########	Hyderabac	Required E	2	Open
4	a06gL000C	005gL000C	0	designer	########	005gL000C	########	005gL000C	########	Hyderabad		1	Open
5	a06gL000C	005gL000C	0	Software E	########	005gL000C	########	005gL000C	########	Bangalore		0	Open
6	a06gL000C	005gL000C	0	Data Analy	########	005gL000C	########	005gL000C	########	Chennai		2	Open
7	a06gL000C	005gL000C	0	Full Stack I	########	005gL000C	########	005gL000C	########	Pune		1	Open
8	a06gL000C	005gL000C	0	Machine L	########	005gL000C	########	005gL000C	########	Delhi		1	Open

Job__c

A1   Id

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Id	OwnerId	IsDeleted	Name	CreatedDa	CreatedBy	LastModifi	LastModifi	SystemMo	Interview_	Status__c	Candidate	Job__c	Interviewe	Feedback_	Result__c
2	a07gL000C	005gL000C	0	IN-0001	########	005gL000C	########	005gL000C	########	########	Completec	a05gL000C	a06gL000C	005gL000C	Candidate	Rejected
3	a07gL000C	005gL000C	0	IN-0002	########	005gL000C	########	005gL000C	########	########	Completec	a05gL000C	a06gL000C	005gL000C	Candidate	Rejected
4	a07gL000C	005gL000C	0	IN-0003	########	005gL000C	########	005gL000C	########	########	Scheduled	a05gL000C	a06gL000C	005gL000007iUj8QAE		
5	a07gL000C	005gL000C	0	IN-0004	########	005gL000C	########	005gL000C	########	########	Scheduled	a05gL000C	a06gL000C	005gL0000071wM6QAI		
6	a07gL000C	005gL000C	0	IN-0006	########	005gL000C	########	005gL000C	########	########	Completec	a05gL000C	a06gL000C	005gL000007iUj8QAE	Shortlisted	
7	a07gL000C	005gL000C	0	IN-0005	########	005gL000C	########	005gL000C	########	########	Completec	a05gL000C	a06gL000C	005gL0000071wM6Q	Qualified	

Interview__c