## **Verify Preferences Settings**

How can I tell what preferences a client has set on their account without having to log-in as the client? Use the PPN Tool at <u>https://ppn-support.aws-dev.manheim.com/#/customerInfoView</u> (Log-in using your network un/pw)

## Tips to use the tool:

- When you first sign in you always want to change the drop down at the very top to Production. Otherwise you'll just be searching in the test environments and might not get the right information.
- From the Customer Information tab, you can set the search drop down to "CustomerId" and search by the 5 million to pull up a whole account, or change it to "RepId" and put in a 100 mil number to just pull up a specific person.
- The other tab for Notification Requests lets you search for the actual notification emails and text messages that it sends out. You'll see a little plus sign under "Field", click that to add something to search by. "Customer ID" is for 5 mil numbers, you can also select "Destination" to search for notifications to a specific email address. You can also use "Notification Content" to search for a notification about a specific vehicle, just change the middle drop down to "contains" and then put the VIN in the last box.

The list will look something like this, the Customer ID column is for the dealer number it was for, Notification Type will show what it was sending a notification about, and Notifications Scheduled will show how many notifications it sent out. If that last column shows 0 then it means an event happened that would normally cause a notification to be sent, but nobody is set up to get those notifications, so it never actually sent one.

Also, there's no button on these, but you can still click on any one to get the full details on it. This is the important part at the top though where you can see what VIN it was sent for.

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5043403	Customerid	5376147	processed	Title Status Buyer Notification Type			
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If a notification did get sent it will have this at the bottom showing who the notification went to and when it was sent. It's another system that uses UTC though, so you must subtract 4 hours to get the actual time in EST

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updateTimestamp	2018-04-06T16:56:19.000Z	submitTimestamp	2018-04-06T16:56:17.000Z	
messageRef	https://notifications-api.aws.manheim.com/messages/d/7768432	updateTimestamp	2018-04-06T16:56:19.000Z	
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