



# We heard you! You've given us lots of suggestions for improving PrimeroEdge match tools...

The DC Matching page has been updated to make matching students with Certification files easy and faster. One tab name has changed, one tab is new, and several updates have been made to tab contents. This guide gives you all the details.

- **Sibling Search** tab (formerly **Sibling Match** tab)—all functions remain as before
- **Potential Matches** tab (formerly **Unmatched** tab)—now focuses on your students in your PrimeroEdge database rather than Certification-file students so that now you see possible matches only to your students

Search options provide more efficient matches by focusing on student data

Below the **green header bar**, students from the *PrimeroEdge database* appear

Base student details (ID, Name, & Birth Date) are shown for both the PrimeroEdge student and the Certification file student(s) to allow a quick initial evaluation for determining if a deeper comparison of the two should be made

The most likely matches, High probability, are shown by default to narrow the volume of data for consideration; Medium probability matches can be shown if desired

Below the **gold header bar**, the one or two highest student matches found in the *Certification file* appear

[More...](#) link displays Direct Certification details from Certification file...see the next page

[Compare...](#) link displays detailed comparison (scorecard) of database information to Certification file data...see the next page

• **Potential Matches** tab, continued

Student name in popup header is student from Certification file

“Scorecard” shows same data as before but with green and gold bars to visually organize data

**Match** and **Mark as Reviewed** functions now appear on Scorecard—clicking either button completes the respective process and automatically closes the popup

Click **Compare...** to display “Scorecard”; link changes to “Matched” or “Reviewed” when corresponding button in popup is clicked

Click **More...** to view details from uploaded file



**Just a note:** Some installations will see the **Student Upload** tab whose name and functions remain as before

• **Matched** tab (formerly **Previously Matched**)—now all Match Methods are checked by default; all other functions remain as before

• **File Search** tab (formerly **State Search**)—**New for SFAs!**—search for a student in the upload file with a SSN and Birth Date, or Name and Birth Date, or a case number

**1** Students found in the Certification file are matched with students in the PrimeroEdge database with the Lookup popup

**2** Click **Process Matches** to complete the match process