

Constant Contact import

This article applies to:

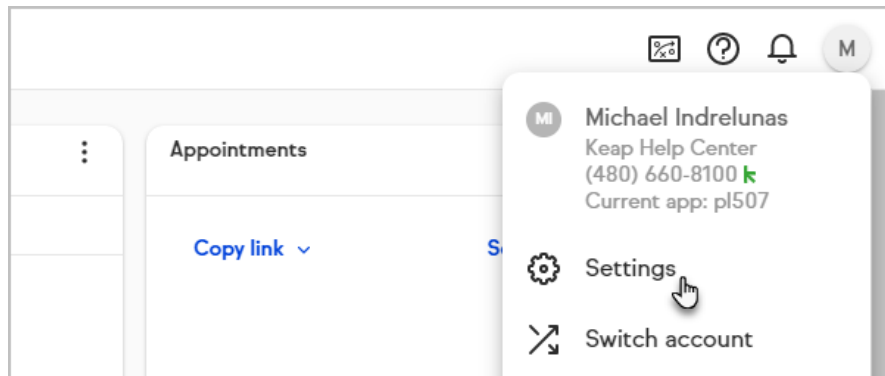
Instead of manipulating multiple spreadsheets, you can connect directly to Constant Contact to quickly import your contacts to Keap. If you continue to collect new contacts in Constant Contact, you'll be able to easily sync those contacts to Keap with one click.

Connect your Constant Contact account

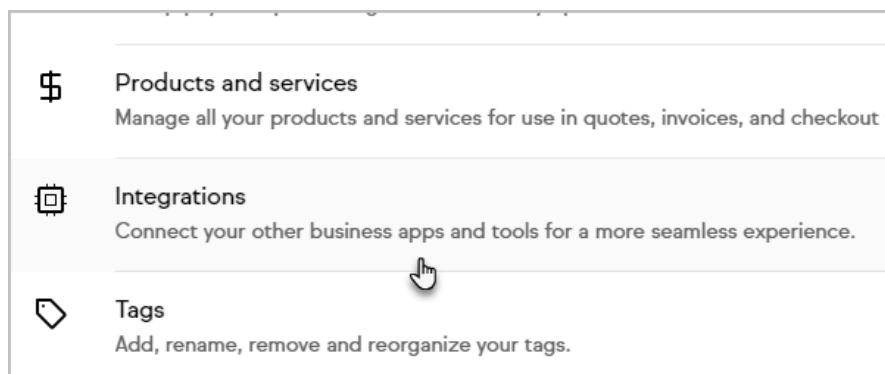
You can connect your Constant Contact account from your Integrations settings or when importing contacts.

To access your Integrations and Keap to connect Constant Contact:

1. Open the profile menu and click **Settings**



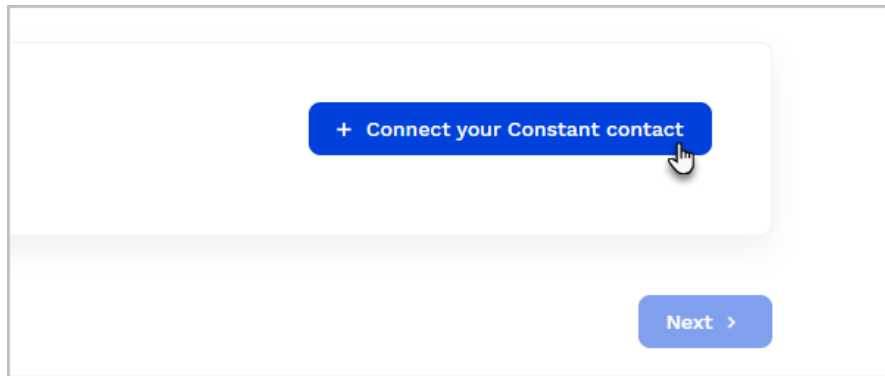
2. Click **Integrations**



3. Click **Connect** on the Constant Contact card



4. Click **Connect your Constant Contact**



5. Log in to Constant Contact

A screenshot of a login form. At the top, it says 'Log in to authorize your Mailchimp account to Keap.' Below this, there are two input fields. The first is labeled 'Username' and is empty. The second is labeled 'Password' and is also empty. To the right of the password field is a small eye icon and the text 'Show'.

6. Click Allow

A screenshot of an authorization screen. It lists two permissions: 'Read account information.' and 'Update account information.' Below the list, it says 'Sync your contacts from Constant Contact to Keap.' At the bottom, there are two buttons: a large orange button labeled 'Allow' and a smaller grey button labeled 'Don't Allow'. A mouse cursor is hovering over the 'Allow' button.

7. Click Ok

8. Click Next

9. Select the Constant Contact list(s) to import

A screenshot of a list selection screen. It has a heading 'Constant Contact List *' and a sub-heading 'Which list you would like to import?'. Below this, there is a single checkbox labeled 'General Interest'. A mouse cursor is hovering over the checkbox.

10. Click Next

11. Map your standard fields from Constant Contact to Keap

Standard Field Mapping *

Please show where to map your contact's standard fields

Constant Contact fields Keep co

First name	▼	First na
Last name	▼	Last na

12. Click **Next**
13. Map any custom fields from Constant Contact to Keep
14. Click **Next**
15. Indicate if you have permission to send marketing communication to the Constant Contact list(s)

Marketing permission *

No

No

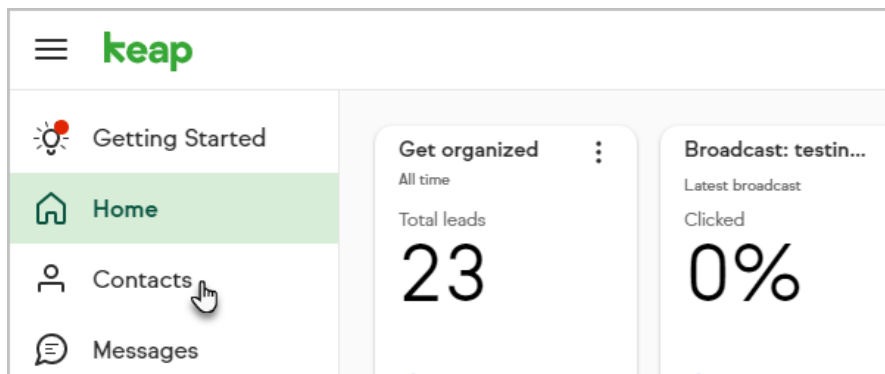
Yes

16. Click **Next**

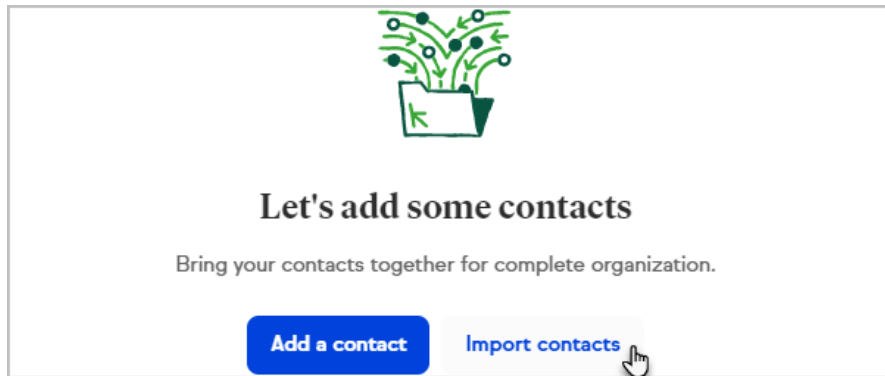
Manually sync your Constant Contact lists

If you've added more contacts to your Constant Contact list or noticed a mistake in some of your data mappings, you can resync Keep with Constant Contact.

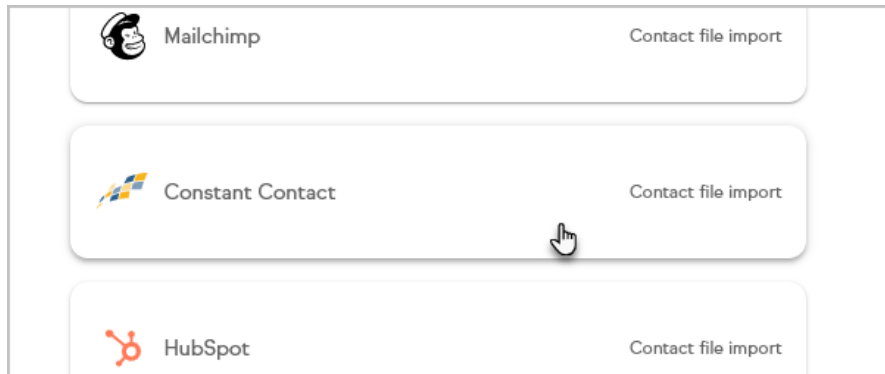
1. Navigate to **Contacts**



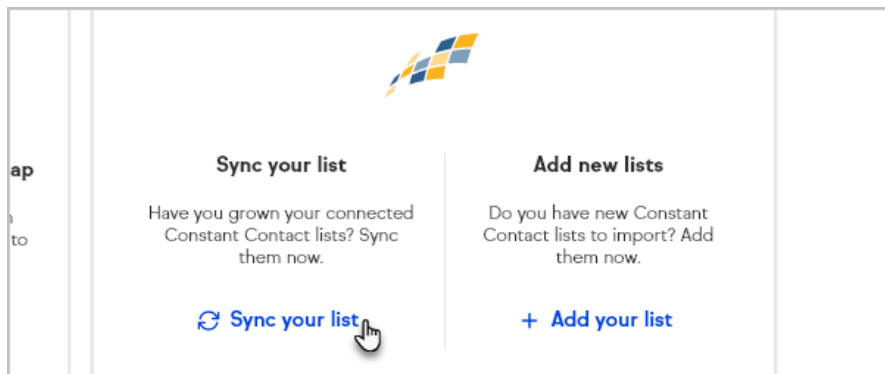
2. Click **Import contacts**



3. Click Constant Contact



4. Click Sync your list

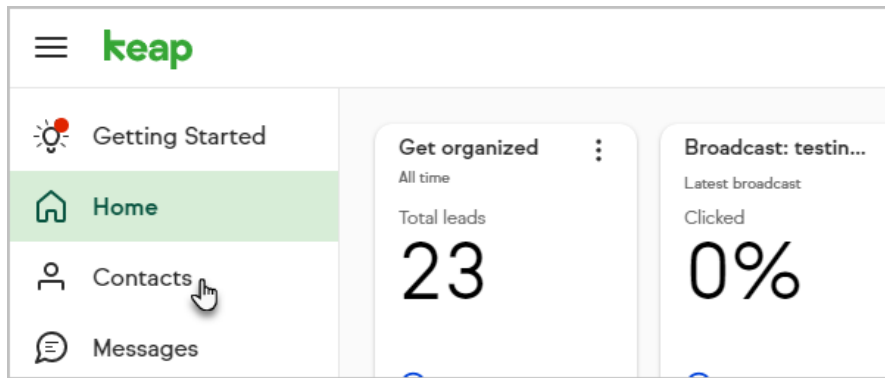


5. Your audiences will sync

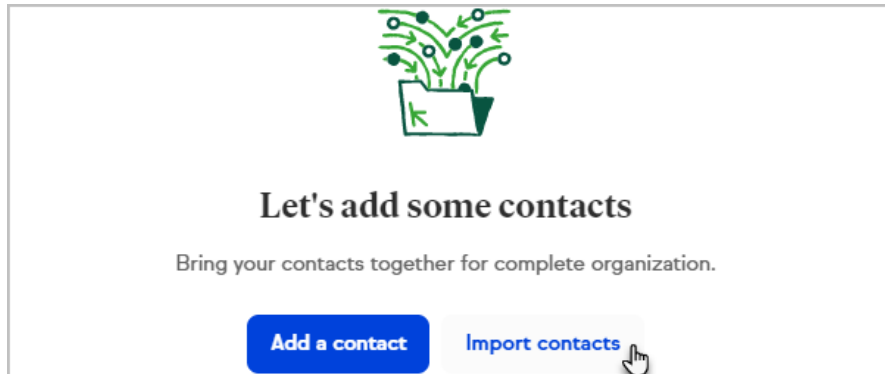
Import additional Constant Contact lists to Keap

You can follow these steps to import more audiences after you've connected to Constant Contact. You can also add more audiences by navigating to Settings > Integrations > Constant Contact > Manage.

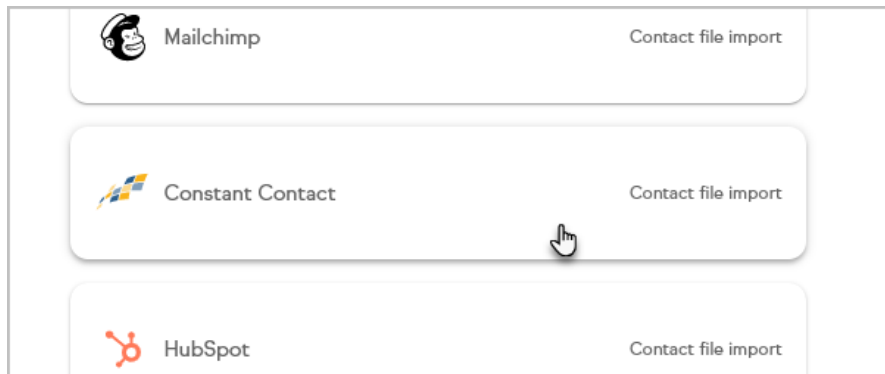
1. Navigate to **Contacts**



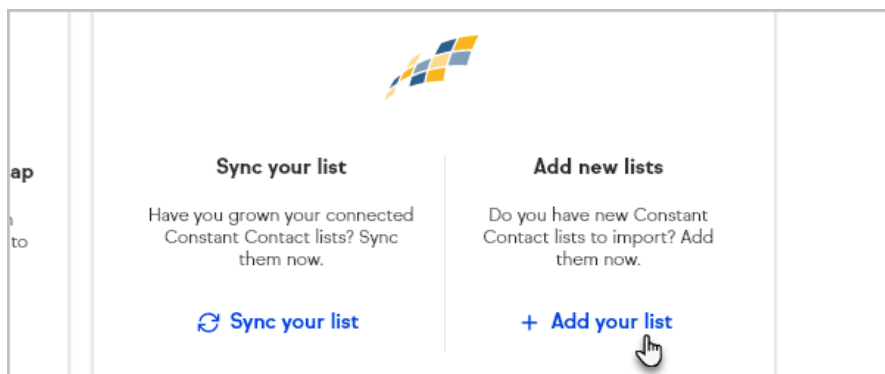
2. Click Import contacts



3. Click Constant Contact



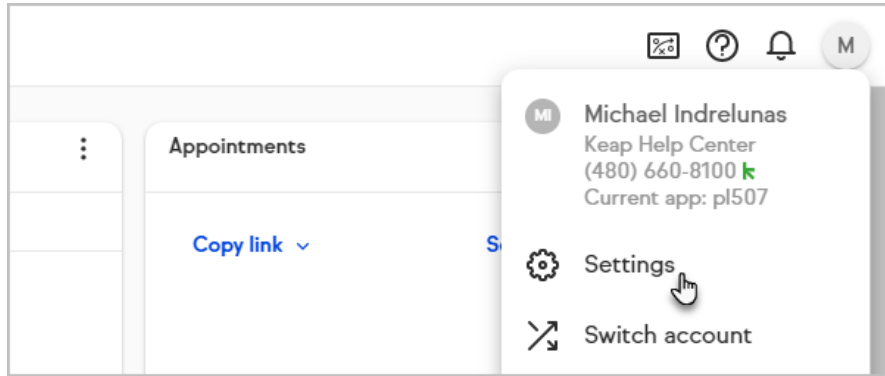
4. Click Add your list



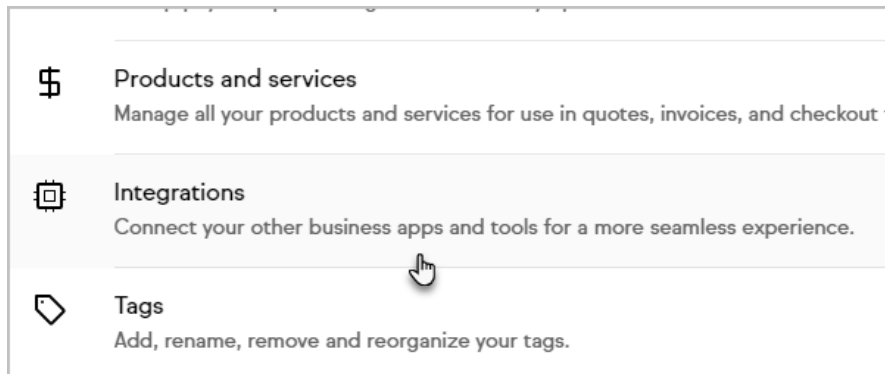
5. Select the audience(s) to import and complete the setup

Disconnect your Constant Contact integration

1. Open the profile menu and click **Settings**



2. Click **Integrations**



3. Click **Delete**

