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Overview

This article will teach you how to merge attributes. *This article was written using the **campaign** version of the software, but the steps are practically identical whether you're a PAC, Campaign, or Nonprofit organization.*

💡**Tip:** You can merge attributes in a voter/donor record card or from the Attribute tab in any list where it's available. If you are familiar with drag n' drop voter/donor merging, then you already know how to merge attributes and you need read no further, you can just repeat those steps within the attribute tree.
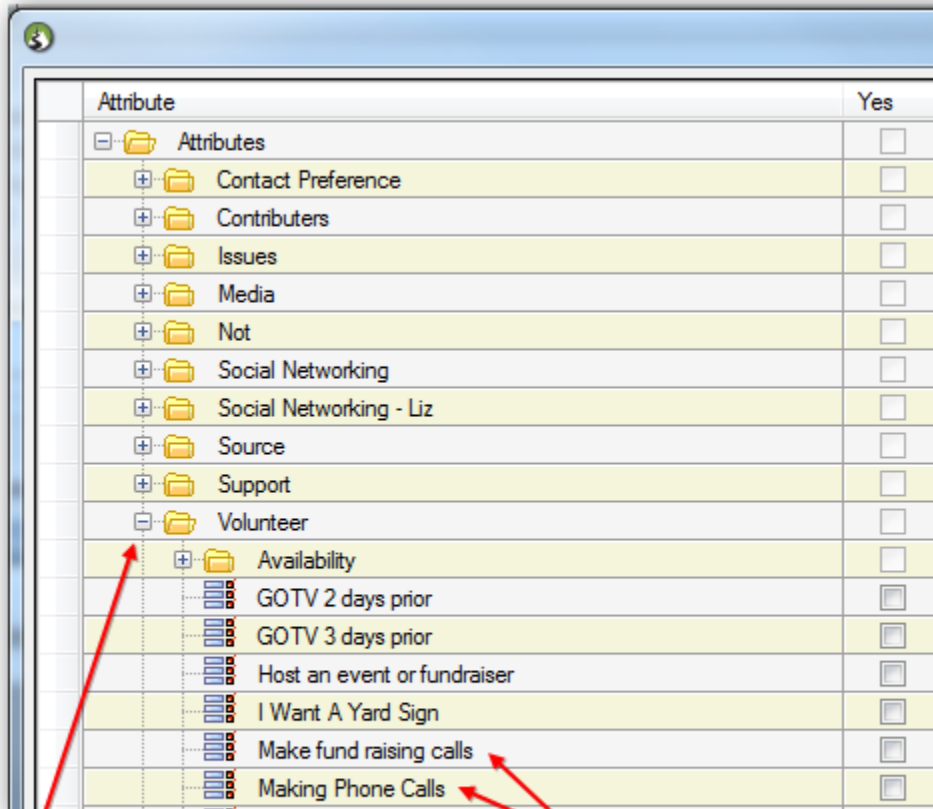
Follow **Application Menu > Voter > Voters**
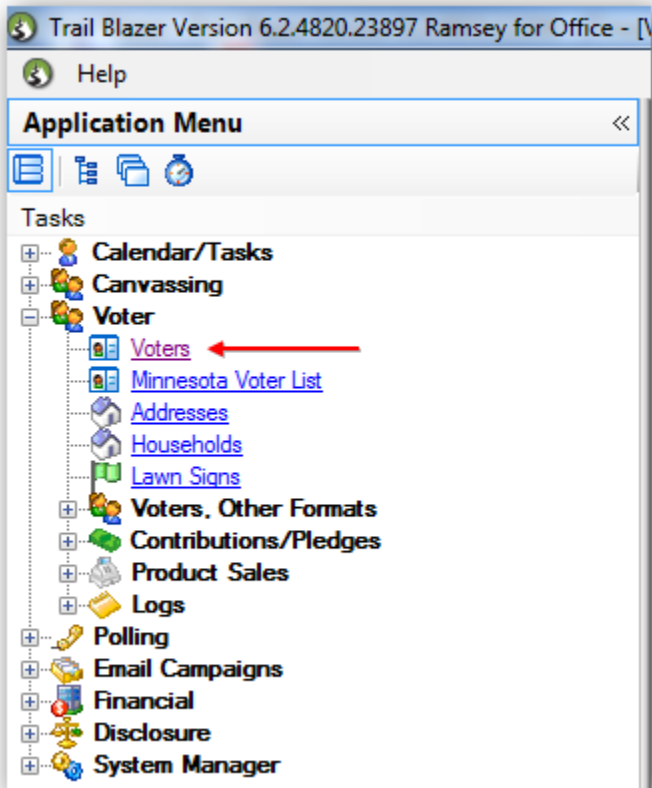
Click on the **Attribute** tab.
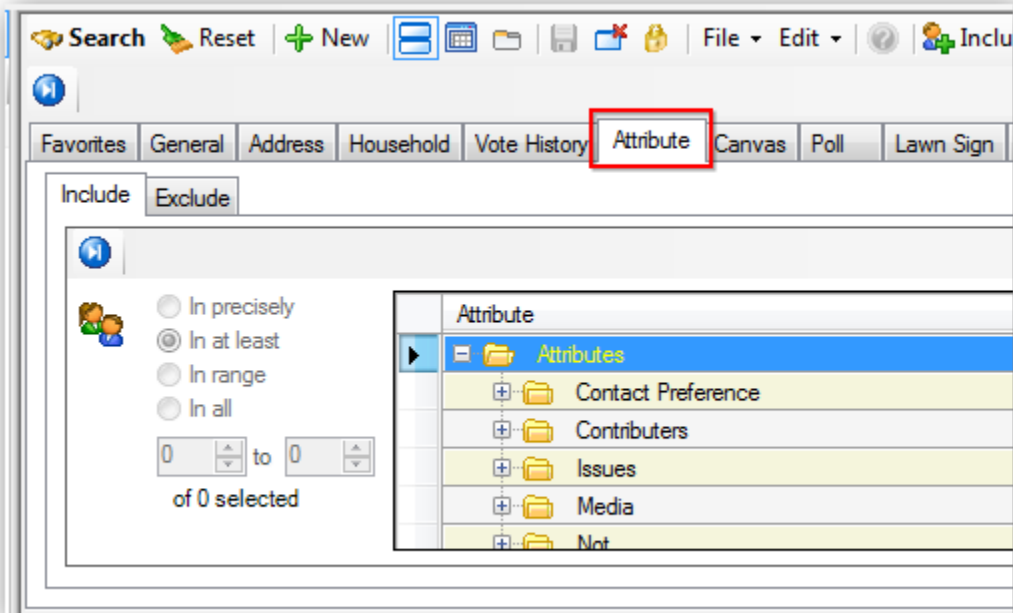
You can merge attribute **folders** or attribute **items**. *In this example I merged 2 attribute items.*

Expand the **folder** where the **attribute items** are located. *I chose a folder called "Volunteer" that had two very similar attributes related to making phone calls.*
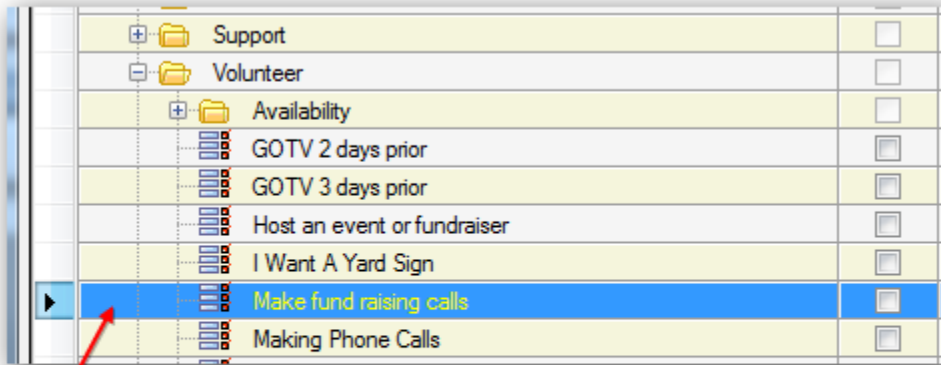
Expand the Folder to display the Items

Attributes I will merge together.

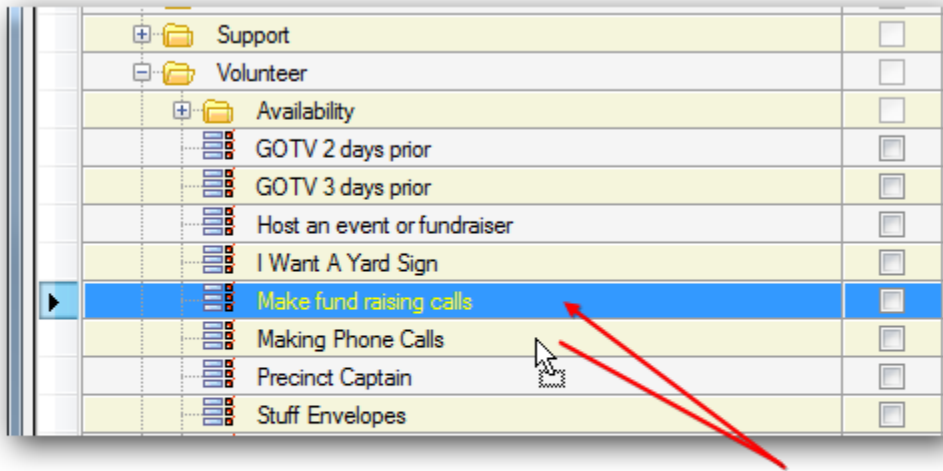Click on the **Attribute Item** you want to merge so that the entire row is highlighted in blue. *In this example I merged the attributes "Making fund raising calls" with "Making Phone Calls".*

Click to highlight the row of the Attribute Item you want merge.

Now click and hold on that row for a second and drag and drop it onto the attribute item you want to merge it with. A small rectangle will appear when you drag-and-drop.

Click and hold for a second on the attribute row.
Continue to hold and drag and release it onto
the attribute row you want to merge with.

Trail Blazer will prompt you with a warning about the merge process and give you details of what will occur (*if you happen to make a mistake during this process you can* rollback *that transaction*). Check the box that states you understand the process and click **[OK]** to finish with the merge.
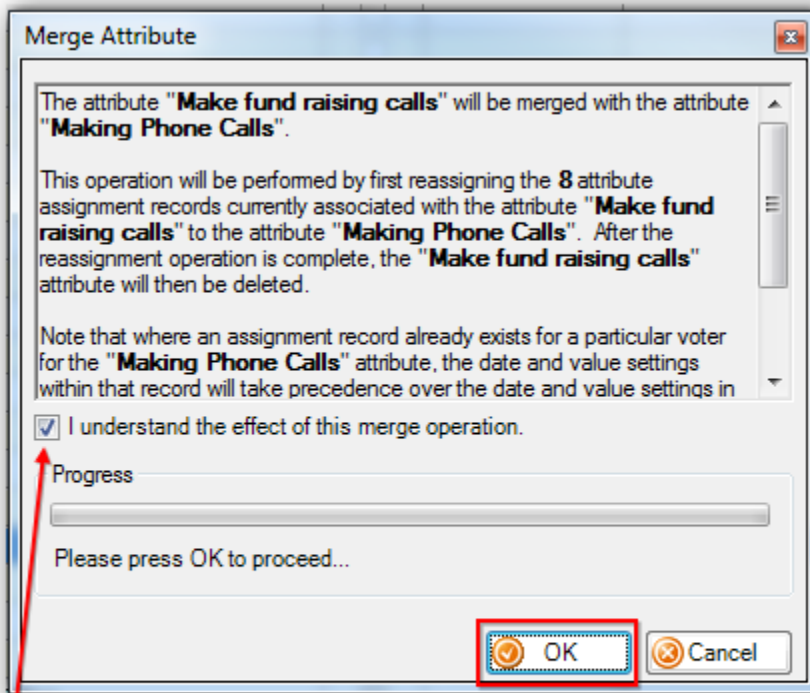
Check the box if you understand the process and
click [OK] to proceed.

Trail Blazer will run the process and prompt you with the results when complete. Click **[OK]** to finish, and view the attribute tree with the new changes. *My examples are below.*
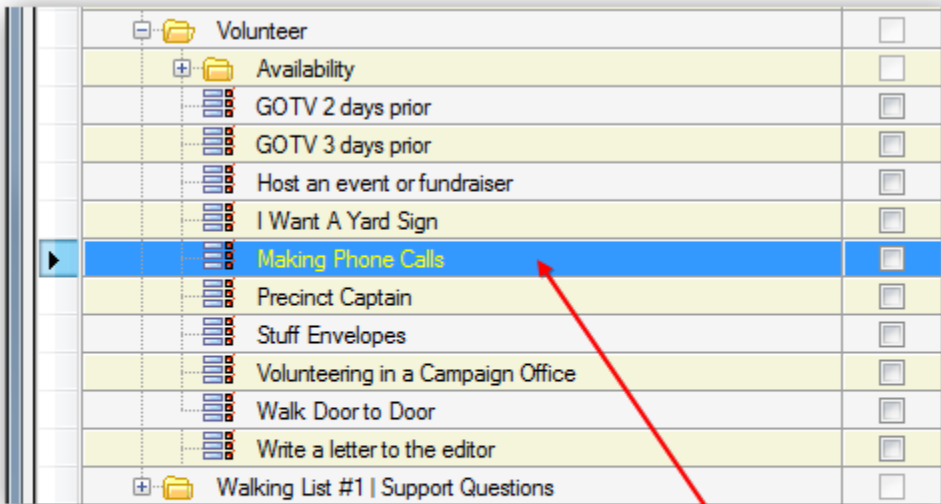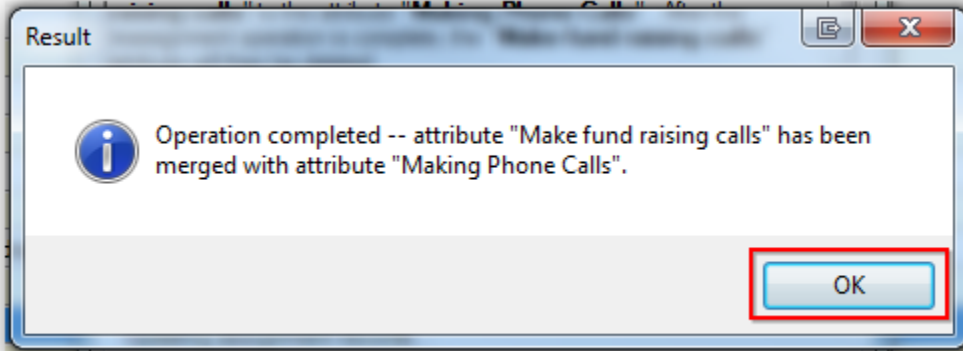
Everyone who had the attribute to make fundraising phone calls now only have an attribute for making phone calls.

The related resources below link to a variety of other articles/videos related to attribute creation, deletion, mass updates, using the NOT attribute, etc.

Trail Blazer

- YouTube Channel
- Knowledge Base Articles
- 3rd Party Resources

Related Resources

Article: [Creating an Attribute Folder and Attribute Items](#)

Article: [Delete an Attribute Folder and an Attribute Item](#)

Article: [How to Use the NOT Attribute and Query for Records Tagged with It](#)

Article: [How to Mass Update a List of Contacts with an Attribute Item](#)

Article: [How to Set an Attribute for All Members of a Household en masse](#)

Video: [Attributes – Adding New](#)

Video: [Attributes – Add attribute dates and notes to your lists](#)

Video: [Attributes – Assign en masse](#)

Video: [Attributes – Delete](#)

Trail Blazer Live Support

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