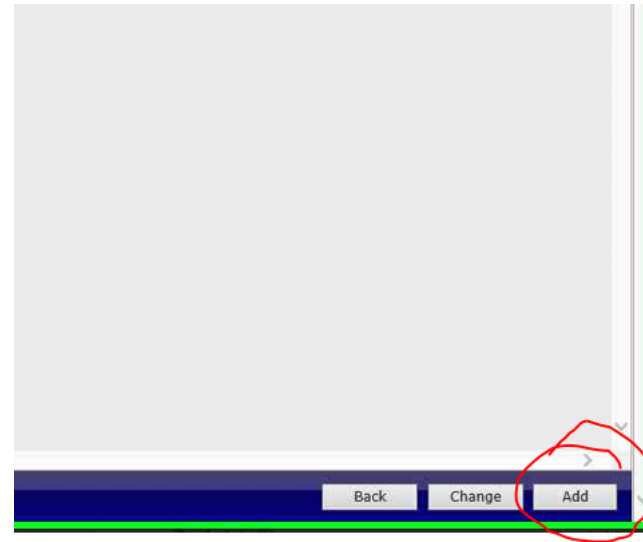


OnQ Daily Extract Setup

Click on Revenue Extract in Operations Audit,



click Add



Make sure the screen below is populated as described below:

Summary – GL	Delivery – Email	Delivery Time – 4 AM
Format – CSV	GroupDesc – “PMS Code”	Email – “To be Provided by CIA”

