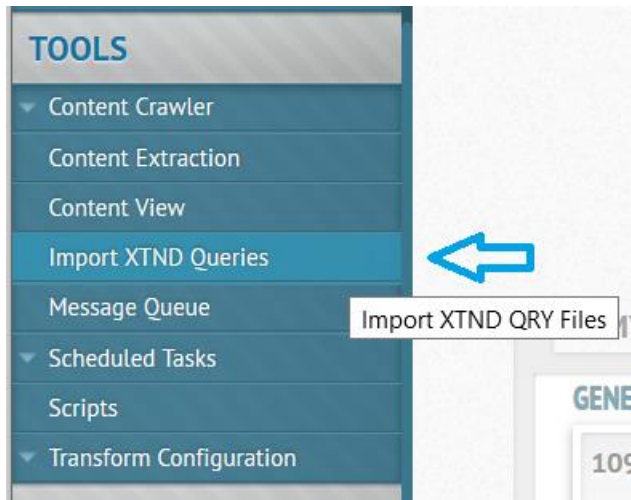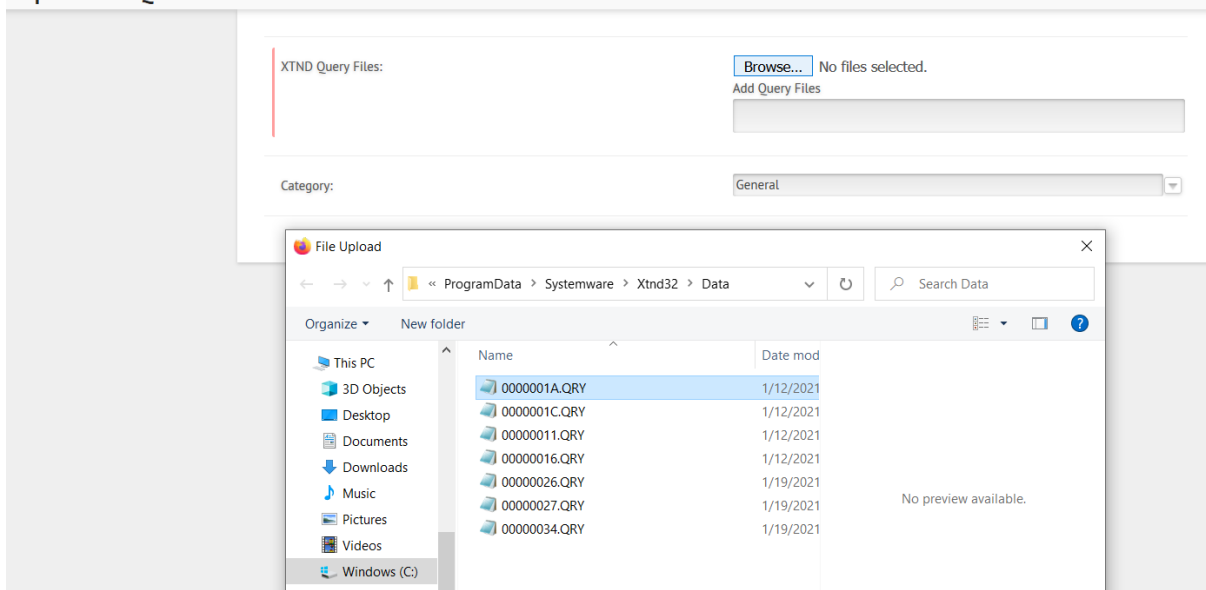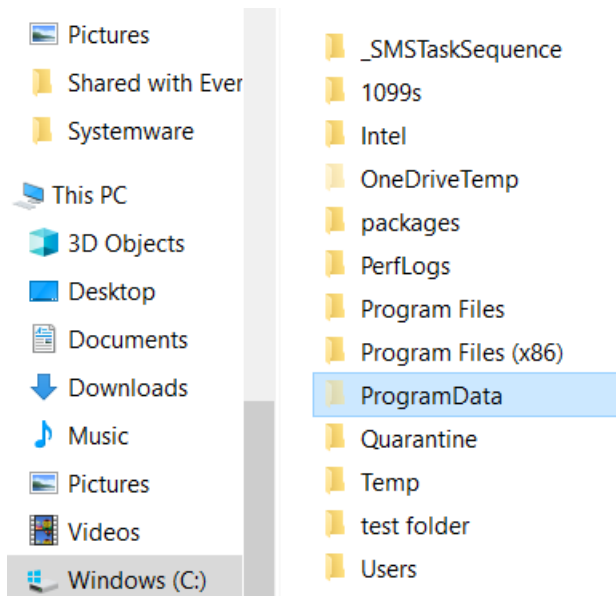# Importing Xtnd Queries into NCXCloud

Step 1. Log into NCXCloud and on the left main menu go under Tools and select the Import Xtnd Queries button.

Step 2. Load your Xtnd query file by selecting the Browse button and navigate to the Program Data folder on your C: drive on your PC where your Xtnd Queries are saved: Note: this folder may be a hidden folder to some users if you don't see the Program Data folder on our C: drive.
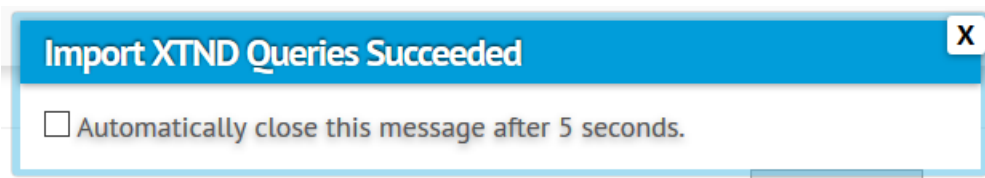
If you don't see the folder, ask your agency IT support to enable this folder for you so you can see and then access the folder path name C:/ProgramData/Systemware/Xtnd32/Data

Select the Xtnd query from the list you want to import and then click the Import button at the top right of page to load your Query into NCXCloud. After your query loads into NCXCloud you will get a successfully loaded message.

Step 3. To run your new imported Xtnd query in NCXCloud, open the report and go to the menu box above the report, then select Query and then select Content Query.

Title:JOHN TEST REPORT 1 **PROD** Date:03/23/2020 9:43:00

NAVIGATION

FIND

Content Navigator
Favorites Navigator
Search Notes

TOOLS

Content Crawler
Content Extraction
Content View
Import XTND Queries
Message Queue
Scheduled Tasks

Query	▶		Content Query
Transform	▶		
Download	▶		
Deliver	▶		
Analyze	▶		

LOGIN STATISTICS

LOGIN NUMBER LOGIN TIME RACF

		LOGIN NUMBER	LOGIN TIME
O	3	000150	0000015556
O	0	000150	0000001556
O	ts63u23	000030	0000000986
O	ts10i05	000002	0000000087
O	ts23s59	003233	0000023987
O	ts63u20	000150	0000015556
O	ts01s00	000150	0000001556
O	ts63u23	000030	0000000986
O	ts10i05	000002	0000000087

Step 4. Then go to the top right section above the report, click the blue disk to load your Xtnd query you imported to the report.

Content Query   Timeout 30 ⬍ seconds ☐ Allow parentheses

RETURN: Automatic ▼ ☐ Return additional lines

☒   --Text-- ▼ Includes ▼ [   ] between columns [   ] ⬍ and [   ] ⬍ and lines [   ] ⬍ and [   ] ⬍

➕ Add a new query line.
➕ Add a new query.

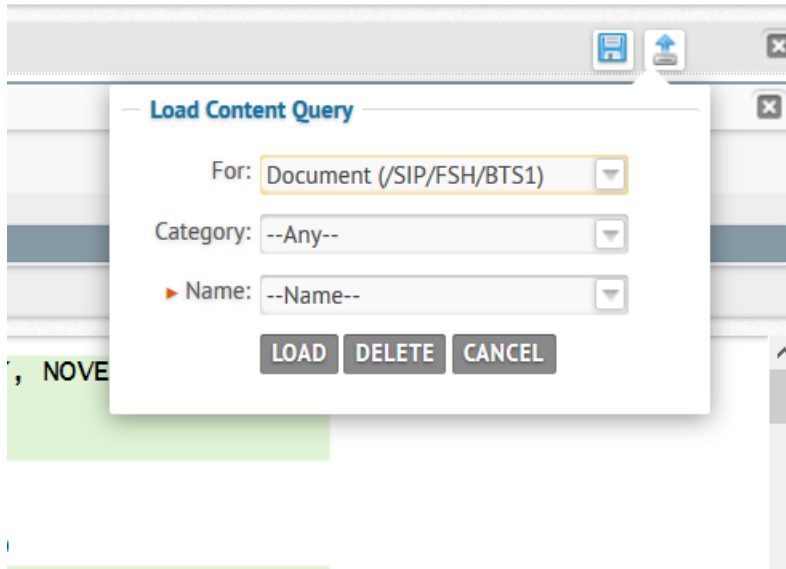APPLY FIND FIRST CLEAR TEXT MODE

Click disk to load your Xtnd query.

```
1 3/10/2020                    LOGIN STATISTICS                    PAGE      1
-
            TSO ID   LOGIN NUMBER LOGIN TIME RACF VIOLATIONS
O           ts00003    000150    0000015556    000004-
O           ts01s00    000150    0000001556    000004-
O           ts63u23    000030    0000000986    000002-
O           ts10i05    000002    0000000087    000000-
O           ts23s59    003233    0000023987    000009-
O           ts63u20    000150    0000015556    000004-
O           ts01s00    000150    0000001556    000004-
O           ts63u23    000030    0000000986    000002-
```

From the drop down menus select the Category and the Name of your query to load into the report.

Then click the Load button to apply the Query to the report.