

# INSTRUCTIONS FOR CREATING SUBFORM: 7.4-RR-Daily

**Follow these steps to create the form fields:**

## **STEP 1: Create a Single Select field**

**Description:** 7.4-31M-RR-1: DAY1: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 2: Create a Single Select field**

**Description:** 7.4-31M-RR-1A: DAY2: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 3: Create a Single Select field**

**Description:** 7.4-31M-RR-1AA: DAY28: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 4: Create a Single Select field**

**Description:** 7.4-31M-RR-1AB: DAY29: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 5: Create a Single Select field**

**Description:** 7.4-31M-RR-1AC: DAY30: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 6: Create a Single Select field**

**Description:** 7.4-31M-RR-1AD: DAY31: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 7: Create a Single Select field**

**Description:** 7.4-31M-RR-1B: DAY3: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 8: Create a Single Select field**

**Description:** 7.4-31M-RR-1C: DAY4: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 9: Create a Single Select field**

**Description:** 7.4-31M-RR-1D: DAY5: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 10: Create a Single Select field**

**Description:** 7.4-31M-RR-1E: DAY6: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 11: Create a Single Select field**

**Description:** 7.4-31M-RR-1F: DAY7: Attendant for Bathrooms

**Options:** Yes, No

## **STEP 12: Create a Single Select field**

**Description:** 7.4-31M-RR-1G: DAY8: Attendant for Bathrooms

**Options:** Yes, No

**STEP 13: Create a Single Select field**

**Description:** 7.4-31M-RR-1H: DAY9: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 14: Create a Single Select field**

**Description:** 7.4-31M-RR-1I: DAY10: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 15: Create a Single Select field**

**Description:** 7.4-31M-RR-1J: DAY11: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 16: Create a Single Select field**

**Description:** 7.4-31M-RR-1K: DAY12: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 17: Create a Single Select field**

**Description:** 7.4-31M-RR-1L: DAY13: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 18: Create a Single Select field**

**Description:** 7.4-31M-RR-1M: DAY14: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 19: Create a Single Select field**

**Description:** 7.4-31M-RR-1N: DAY15: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 20: Create a Single Select field**

**Description:** 7.4-31M-RR-1O: DAY16: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 21: Create a Single Select field**

**Description:** 7.4-31M-RR-1P: DAY17: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 22: Create a Single Select field**

**Description:** 7.4-31M-RR-1Q: DAY18: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 23: Create a Single Select field**

**Description:** 7.4-31M-RR-1R: DAY19: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 24: Create a Single Select field**

**Description:** 7.4-31M-RR-1S: DAY20: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 25: Create a Single Select field**

**Description:** 7.4-31M-RR-1T: DAY21: Attendant for Bathrooms  
**Options:** Yes, No

**STEP 26: Create a Single Select field**

**Description:** 7.4-31M-RR-1V: DAY23: Attendant for Bathrooms

**Options:** Yes, No

**STEP 27: Create a Single Select field**

**Description:** 7.4-31M-RR-1W: DAY24: Attendant for Bathrooms

**Options:** Yes, No

**STEP 28: Create a Single Select field**

**Description:** 7.4-31M-RR-1X: DAY25: Attendant for Bathrooms

**Options:** Yes, No

**STEP 29: Create a Single Select field**

**Description:** 7.4-31M-RR-1Y: DAY26: Attendant for Bathrooms

**Options:** Yes, No

**STEP 30: Create a Single Select field**

**Description:** 7.4-31M-RR-1Z: DAY27: Attendant for Bathrooms

**Options:** Yes, No

**STEP 31: Create a Single Select field**

**Description:** 7.4-31M-RR-2: DAY1: Intensive Cleaning

**Options:** Yes, No

**STEP 32: Create a Single Select field**

**Description:** 7.4-31M-RR-2A: DAY2: Intensive Cleaning

**Options:** Yes, No

**STEP 33: Create a Single Select field**

**Description:** 7.4-31M-RR-2AA: DAY28: Intensive Cleaning

**Options:** Yes, No

**STEP 34: Create a Single Select field**

**Description:** 7.4-31M-RR-2AB: DAY29: Intensive Cleaning

**Options:** Yes, No

**STEP 35: Create a Single Select field**

**Description:** 7.4-31M-RR-2AC: DAY30: Intensive Cleaning

**Options:** Yes, No

**STEP 36: Create a Single Select field**

**Description:** 7.4-31M-RR-2AD: DAY31: Intensive Cleaning

**Options:** Yes, No

**STEP 37: Create a Single Select field**

**Description:** 7.4-31M-RR-2B: DAY3: Intensive Cleaning

**Options:** Yes, No

**STEP 38: Create a Single Select field**

**Description:** 7.4-31M-RR-2C: DAY4: Intensive Cleaning

**Options:** Yes, No

**STEP 39: Create a Single Select field**

**Description:** 7.4-31M-RR-2D: DAY5: Intensive Cleaning

**Options:** Yes, No

**STEP 40: Create a Single Select field**

**Description:** 7.4-31M-RR-2E: DAY6: Intensive Cleaning

**Options:** Yes, No

**STEP 41: Create a Single Select field**

**Description:** 7.4-31M-RR-2F: DAY7: Intensive Cleaning

**Options:** Yes, No

**STEP 42: Create a Single Select field**

**Description:** 7.4-31M-RR-2G: DAY8: Intensive Cleaning

**Options:** Yes, No

**STEP 43: Create a Single Select field**

**Description:** 7.4-31M-RR-2H: DAY9: Intensive Cleaning

**Options:** Yes, No

**STEP 44: Create a Single Select field**

**Description:** 7.4-31M-RR-2I: DAY10: Intensive Cleaning

**Options:** Yes, No

**STEP 45: Create a Single Select field**

**Description:** 7.4-31M-RR-2J: DAY11: Intensive Cleaning

**Options:** Yes, No

**STEP 46: Create a Single Select field**

**Description:** 7.4-31M-RR-2K: DAY12: Intensive Cleaning

**Options:** Yes, No

**STEP 47: Create a Single Select field**

**Description:** 7.4-31M-RR-2L: DAY13: Intensive Cleaning

**Options:** Yes, No

**STEP 48: Create a Single Select field**

**Description:** 7.4-31M-RR-2M: DAY14: Intensive Cleaning

**Options:** Yes, No

**STEP 49: Create a Single Select field**

**Description:** 7.4-31M-RR-2N: DAY15: Intensive Cleaning

**Options:** Yes, No

**STEP 50: Create a Single Select field**

**Description:** 7.4-31M-RR-2O: DAY16: Intensive Cleaning

**Options:** Yes, No

**STEP 51: Create a Single Select field**

**Description:** 7.4-31M-RR-2P: DAY17: Intensive Cleaning

**Options:** Yes, No

**STEP 52: Create a Single Select field**

**Description:** 7.4-31M-RR-2Q: DAY18: Intensive Cleaning

**Options:** Yes, No

**STEP 53: Create a Single Select field**

**Description:** 7.4-31M-RR-2R: DAY19: Intensive Cleaning

**Options:** Yes, No

**STEP 54: Create a Single Select field**

**Description:** 7.4-31M-RR-2S: DAY20: Intensive Cleaning

**Options:** Yes, No

**STEP 55: Create a Single Select field**

**Description:** 7.4-31M-RR-2T: DAY21: Intensive Cleaning

**Options:** Yes, No

**STEP 56: Create a Single Select field**

**Description:** 7.4-31M-RR-2U: DAY22: Attendant for Bathrooms

**Options:** Yes, No

**STEP 57: Create a Single Select field**

**Description:** 7.4-31M-RR-2U: DAY22: Intensive Cleaning

**Options:** Yes, No

**STEP 58: Create a Single Select field**

**Description:** 7.4-31M-RR-2V: DAY23: Intensive Cleaning

**Options:** Yes, No

**STEP 59: Create a Single Select field**

**Description:** 7.4-31M-RR-2W: DAY24: Intensive Cleaning

**Options:** Yes, No

**STEP 60: Create a Single Select field**

**Description:** 7.4-31M-RR-2X: DAY25: Intensive Cleaning

**Options:** Yes, No

**STEP 61: Create a Single Select field**

**Description:** 7.4-31M-RR-2Y: DAY26: Intensive Cleaning

**Options:** Yes, No

**STEP 62: Create a Single Select field**

**Description:** 7.4-31M-RR-2Z: DAY27: Intensive Cleaning

**Options:** Yes, No

**STEP 63: Create a Single Select field**

**Description:** 7.4-31M-RR-4: DAY1: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 64: Create a Single Select field**

**Description:** 7.4-31M-RR-4A: DAY2: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 65: Create a Single Select field

**Description:** 7.4-31M-RR-4AA: DAY28: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 66: Create a Single Select field

**Description:** 7.4-31M-RR-4AB: DAY29: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 67: Create a Single Select field

**Description:** 7.4-31M-RR-4AC: DAY30: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 68: Create a Single Select field

**Description:** 7.4-31M-RR-4AD: DAY31: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 69: Create a Single Select field

**Description:** 7.4-31M-RR-4B: DAY3: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 70: Create a Single Select field

**Description:** 7.4-31M-RR-4C: DAY4: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 71: Create a Single Select field

**Description:** 7.4-31M-RR-4D: DAY5: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 72: Create a Single Select field

**Description:** 7.4-31M-RR-4E: DAY6: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 73: Create a Single Select field

**Description:** 7.4-31M-RR-4F: DAY7: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 74: Create a Single Select field

**Description:** 7.4-31M-RR-4G: DAY8: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

### STEP 75: Create a Single Select field

**Description:** 7.4-31M-RR-4H: DAY9: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 76: Create a Single Select field**

**Description:** 7.4-31M-RR-4I: DAY10: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 77: Create a Single Select field**

**Description:** 7.4-31M-RR-4J: DAY11: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 78: Create a Single Select field**

**Description:** 7.4-31M-RR-4K: DAY12: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 79: Create a Single Select field**

**Description:** 7.4-31M-RR-4L: DAY13: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 80: Create a Single Select field**

**Description:** 7.4-31M-RR-4M: DAY14: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 81: Create a Single Select field**

**Description:** 7.4-31M-RR-4N: DAY15: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 82: Create a Single Select field**

**Description:** 7.4-31M-RR-4O: DAY16: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 83: Create a Single Select field**

**Description:** 7.4-31M-RR-4P: DAY17: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 84: Create a Single Select field**

**Description:** 7.4-31M-RR-4Q: DAY18: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 85: Create a Single Select field**

**Description:** 7.4-31M-RR-4R: DAY19: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 86: Create a Single Select field**

**Description:** 7.4-31M-RR-4S: DAY20: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 87: Create a Single Select field**

**Description:** 7.4-31M-RR-4T: DAY21: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 88: Create a Single Select field**

**Description:** 7.4-31M-RR-4U: DAY22: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 89: Create a Single Select field**

**Description:** 7.4-31M-RR-4V: DAY23: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 90: Create a Single Select field**

**Description:** 7.4-31M-RR-4W: DAY24: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 91: Create a Single Select field**

**Description:** 7.4-31M-RR-4X: DAY25: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 92: Create a Single Select field**

**Description:** 7.4-31M-RR-4Y: DAY26: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 93: Create a Single Select field**

**Description:** 7.4-31M-RR-4Z: DAY27: Inspect for Graffiti & Scratchitti. Clean & Repair Graffiti & Scratchitti as needed.

**Options:** Yes, No

**STEP 94: Create a Single Select field**

**Description:** 7.4-31M-RR-5: DAY1: Power Wash

**Options:** Yes, No

**STEP 95: Create a Single Select field**

**Description:** 7.4-31M-RR-5A: DAY2: Power Wash

**Options:** Yes, No

**STEP 96: Create a Single Select field**

**Description:** 7.4-31M-RR-5AA: DAY28: Power Wash

**Options:** Yes, No

**STEP 97: Create a Single Select field**

**Description:** 7.4-31M-RR-5AB: DAY29: Power Wash

**Options:** Yes, No

**STEP 98: Create a Single Select field**

**Description:** 7.4-31M-RR-5AC: DAY30: Power Wash

**Options:** Yes, No

**STEP 99: Create a Single Select field**



**Description:** 7.4-31M-RR-5AD: DAY31: Power Wash  
**Options:** Yes, No

**STEP 100: Create a Single Select field**

**Description:** 7.4-31M-RR-5B: DAY3: Power Wash  
**Options:** Yes, No

**STEP 101: Create a Single Select field**

**Description:** 7.4-31M-RR-5C: DAY4: Power Wash  
**Options:** Yes, No

**STEP 102: Create a Single Select field**

**Description:** 7.4-31M-RR-5D: DAY5: Power Wash  
**Options:** Yes, No

**STEP 103: Create a Single Select field**

**Description:** 7.4-31M-RR-5E: DAY6: Power Wash  
**Options:** Yes, No

**STEP 104: Create a Single Select field**

**Description:** 7.4-31M-RR-5F: DAY7: Power Wash  
**Options:** Yes, No

**STEP 105: Create a Single Select field**

**Description:** 7.4-31M-RR-5G: DAY8: Power Wash  
**Options:** Yes, No

**STEP 106: Create a Single Select field**

**Description:** 7.4-31M-RR-5H: DAY9: Power Wash  
**Options:** Yes, No

**STEP 107: Create a Single Select field**

**Description:** 7.4-31M-RR-5I: DAY10: Power Wash  
**Options:** Yes, No

**STEP 108: Create a Single Select field**

**Description:** 7.4-31M-RR-5J: DAY11: Power Wash  
**Options:** Yes, No

**STEP 109: Create a Single Select field**

**Description:** 7.4-31M-RR-5K: DAY12: Power Wash  
**Options:** Yes, No

**STEP 110: Create a Single Select field**

**Description:** 7.4-31M-RR-5L: DAY13: Power Wash  
**Options:** Yes, No

**STEP 111: Create a Single Select field**

**Description:** 7.4-31M-RR-5M: DAY14: Power Wash  
**Options:** Yes, No

**STEP 112: Create a Single Select field**

**Description:** 7.4-31M-RR-5N: DAY15: Power Wash  
**Options:** Yes, No

**STEP 113: Create a Single Select field**

**Description:** 7.4-31M-RR-5O: DAY16: Power Wash  
**Options:** Yes, No

**STEP 114: Create a Single Select field**

**Description:** 7.4-31M-RR-5P: DAY17: Power Wash  
**Options:** Yes, No

**STEP 115: Create a Single Select field**

**Description:** 7.4-31M-RR-5Q: DAY18: Power Wash  
**Options:** Yes, No

**STEP 116: Create a Single Select field**

**Description:** 7.4-31M-RR-5R: DAY19: Power Wash  
**Options:** Yes, No

**STEP 117: Create a Single Select field**

**Description:** 7.4-31M-RR-5S: DAY20: Power Wash  
**Options:** Yes, No

**STEP 118: Create a Single Select field**

**Description:** 7.4-31M-RR-5T: DAY21: Power Wash  
**Options:** Yes, No

**STEP 119: Create a Single Select field**

**Description:** 7.4-31M-RR-5U: DAY22: Power Wash  
**Options:** Yes, No

**STEP 120: Create a Single Select field**

**Description:** 7.4-31M-RR-5V: DAY23: Power Wash  
**Options:** Yes, No

**STEP 121: Create a Single Select field**

**Description:** 7.4-31M-RR-5W: DAY24: Power Wash  
**Options:** Yes, No

**STEP 122: Create a Single Select field**

**Description:** 7.4-31M-RR-5X: DAY25: Power Wash  
**Options:** Yes, No

**STEP 123: Create a Single Select field**

**Description:** 7.4-31M-RR-5Y: DAY26: Power Wash  
**Options:** Yes, No

**STEP 124: Create a Single Select field**

**Description:** 7.4-31M-RR-5Z: DAY27: Power Wash  
**Options:** Yes, No