For reference, please refer to this doc:
https://cloud.google.com/logging/docs/export/aggregated_exports#aggregated-filters

1. Create a new dataset in BQ (the script will create tables, you don't need to do this)

2. Get your organization id from the project picker dropdown

3. Select the project where your BQ dataset resides

4. Open up cloud shell

5. Verify that you are in the right project, gcloud config list, if not then set the project by using gcloud config set project "your project"

6. Setup the gcloud commands x 2, 1 for audit, the other for data access

7. In the cloud shell, issue the audit command, remember to replace the org_id and dataset_name with your own:
gcloud logging sinks create org_all_audit
bigquery.googleapis.com/projects/p2f-prod/datasets/dataset_name
--include-children --log-filter="logName:activity" --organization=your_org_id

8. The command will finish saying that it was created and then list a service account which needs BQ edit access.

9. Copy the service account, go into IAM -> and add this service account and give it BQ data editor access

10. Go back to the cloud shell and issue the data_access command, remember to replace the org_id and dataset_name with your own:
gcloud logging sinks create org_all_data_access
bigquery.googleapis.com/projects/p2f-prod/datasets/dataset_name
--include-children --log-filter="logName:data_access" --organization=your_org_id

11. The command will finish saying that it was created and then list a service account which needs BQ edit access.

12. Copy the service account, go into IAM -> and add this service account and give it BQ data editor access

13. When finished, you can verify that the sinks have been created by issuing this command in cloud shell: gcloud logging sinks list --organization=your_org_id