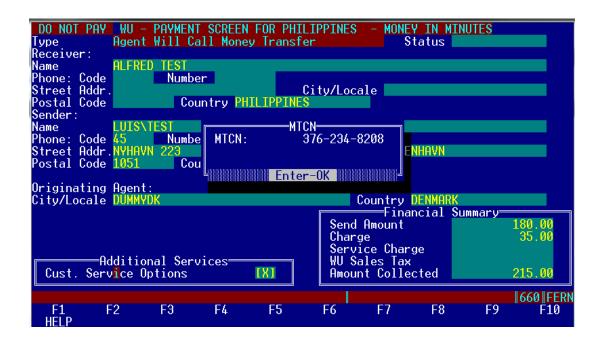
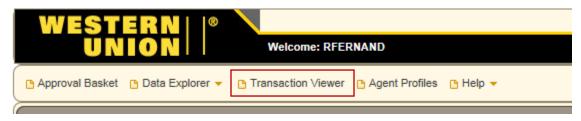
- 1. Go to link: <a href="https://rtra5.westernunion.net/WebUI/">https://rtra5.westernunion.net/WebUI/</a>
- 2. Login with your HQINTL user



3. First, we need the Galactic ID from the profile you want setup the score, to the get the number we require an MTCN, it could be from a stage transfer (AIR) or R3 transfer.



4. In RTRA tool, click Transaction Viewer at the top menu.



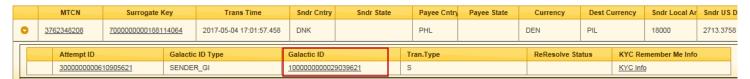
5. Enter the MTCN without dashes and click on Apply Filter



6. The transaction information will appear, click on the arrow next to MTCN to get details.

	MTCN	Surrogate Key	Trans Time	Sndr Cntry	Sndr State
0	<u>3762348208</u>	7000000000188114064	2017-05-04 17:01:57.458	DNK	
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7. You will see Sender information, including the Galactic ID. Copy that number.



8. Go to Top menu and click on Data explorer, there you will see an option called: Customer Risk score. Click it.



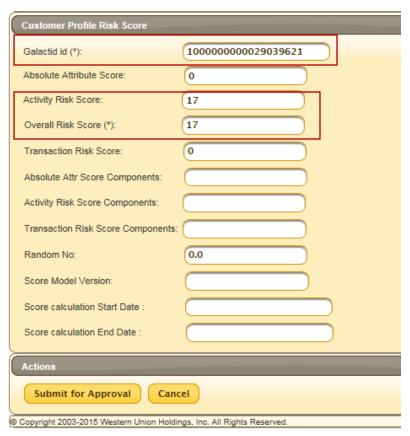
9. You will see the following screen:



10. Click on Create Record



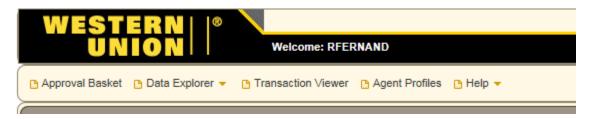
11. In the next you will need the Galactic ID and the Risk Score you need to setup. Need to complete Galactic ID field, Activity Risk Score and Overall Risk Score. If you don't have the Score you can contact Prashant Deokar.



12. Click on Submit for Approval, you will see this message.



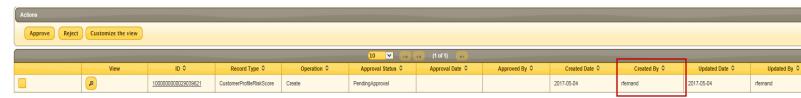
13. Go to Top menu and click on Approval Basket



14. Customize the filter with these details: Approval Status: Pending Approval / Record Type: Customer Risk Score. Click on Apply Filter



15. You should see your request



16. Click on the checkbox located in the first column, click on Approve.



- 17. You will see a successfully done message.
- 18. You are ready to test.