# Where is the OLISS workbench and what is its function (document)

After the users log in to the OLISS Web side, the defaults enter the workbench interface. The workbench interface includes **To-do List**, **cost statistics**, **item statistics** and **operation log, OLISS AI assistant** function.

1. To-do List

To-do List includes Workflow Task and Waiting Task.

1.1 Workflow Task

According to the workflow task of each module set in advance, the task will be automatically pushed to the Workplace interface of the relevant role. Click the task for approval, for example, "Purchase Appl.", please refer to the following figure:

Notice	Q Workbench 30729 Vessel     To-do List	Monitor Find Switching System + 🗘 🕃 EN + 🕐 🏠 👬 👬 👬					
Management BI Dashboard >	All (364)         Due (12)         Overdue (26)         Reminders(43)           Workflow Task (253)	1 Items Selected V All Vessels V					
Vessel Management >     Crew Management >	Purchase Appl (56)         Inquiry Scheme—Approve(1)         Inquiry Scheme—Execute(7)         Purchase Order—Approve(35)         Purchase Order           Vessel Purchase—Accept (1)         Materials Feedback—Approve(9)         Materials Feedback—Accept (15)         Purchase Order	ase Order—Execute(69) Purchase Order—Accept(74) Vessel Purchase—Approve(5) Vessel Purchase—Execute(15)					
Crew Cost >     Recruitment >     Management	Waiting Task(28)         1. According to the workflow task of module set in advance, th           PUR Plan(3)         ENQ(25)           Click the task for approval, for example " Purchase Appl."	ne task will be automatically pushed to the Workplace interface of the relevant role.					
Maintenance >	Reliable Safety Responsibility						
* Repair Management >	Cost Statistics Items Statistics Operation Log						
Stock Management	Recent approval	Common Function					
7 Purchasing > Management	Crew Evaluation: 马丰生-Dimission Evaluation Store Migrate: LINK OCEAN 1-Engine DeptSpare Parts(2)	Purchase Application         Notice Management         Inquiry Management         Purchase Plan         Purchase Order					
Vessel Service >	Operation Record: 2025-01-LINK OCEAN 14-智能模板2 0测试(sms报告)	Activity Log					
Expense > Management	Operation Record: 2025-02-LINK OCEAN 1-智能模板2.0则试(sms报告)	Log in 12 this month, Total login times 549 Last login time: 2025-03-10 09:49:41 Last login IP address: 117.91.245.138 中国江苏翁,扬州市电信					
Budget Management >	Crew Transfer: 自则1号-2ND Engineer-Replacement Crew Crew Transfer: 自则1号-Second Officer-Replacement Crew						
Voyage Number > Management	Crew Transfer: 自則1号-3RD Engineer-Replacement Crew Hidden Hazard Inspection Task: LINK OCEAN 1-Engine Dept213						
Purchase Appl.	Traden Trakano Inspecielor Italii, Entre Orazi et Elegano Deple e 10						
	2、Click on the target document to revie	w and approve					

2、Click on the target document to review and approve							Purchase Plan Type 🗸	Keywords Searching	Search Reset	
No.	Appl.Name/No.	Vessel 🔻	Dept. 🔻	Item Type 👻	Appl.Date	Appl.Date Purchase Content		Supply Place	Purchase Modes 🔻	Priority Level 👻
3	OL1-PA-P24120201	LINK OCEAN 1	Engine Dept.	Spare Parts	2024-12-02	Type / Property: Spare Parts / Monthl y Purchase Number of Items Purchased: 3 Equipment: 泵	2025-01-02	互江	Ashore Inquiry	Normal
4	11月申请单①	LINK OCEAN 1	Engine Dept.	Spare Parts	2024-11-26	Type / Property: Spare Parts / Monthl y Purchase Number of Items Purchased: 2 Equipment: 柴油机	2024-11-29	扬州港	Ashore Inquiry	Normal

# 1.2 Waiting Task

According to the pre-set processing flow of each module, the task will be automatically pushed to the workbench interface. Click on the task to perform the corresponding processing, such as "Crew Track", which can refer to the following figure.

ΘQ	Workbench 80736 Vessel Monitor Find	Switching System 🔹 🔊 🔀 🛛 N 🔹 🕥 🏠 🌆 🌆
To-do List	When there are many tasks on the workbench, click t drop-down keys to select specific vessels and modul	
AI (580) Due 27 Overdue 510 Reminders(43) Workflow Task (404)		
Disembark Request—Approve(6) Disembark Request—Execute(3) Crew Transfer	Approve(5) Crew Transfer—Execute(1) Crew Transfer—Accept(2) Crew Evaluation	(387) Vessel Manag  Crew Manage
Waiting Task(133)         Crew Cert-Lack(14)         Crew Cert-No Attachment(118)         Crew Track(1)	ick "Crew Track"	Recruitment M  Crew Cost  Repair & Maint
Reliable Safety Responsibility According to the processing flow of e such as "Crew Certificate", "Crew Trac	ach module set , tasks will be automatically pushed to the v ks" and other tasks below	vorkbench interface, CRepair Manag
Cost Statistics Items Statistics Operation Log		Confirm Clear Currency Giver ♥ Station Module
Purchase Cost () 2025-02 2025-02 Details	Stock-out Cost () 2025-02 2025-02 Details	Value of Current Stocks ①  Details  Det
Spare Parts Marine Stores Oil	● Spare Parts ● Marine Stores ● Oil	Spare Parts Marine Stores Oil
← Crew dynamic advent		
	Ke	words Searching Default Sort V Search Reset
No. Name Age Vessel - Crew Groi - Crew Status -	Cert. Rank - Latest Work Latest Recor Recorder/Date Evaluation	ation R Contact Methods Warning Operation
1 陈* 41 LINK OCEAN 1 自有船员组34 On Board	LINK OCEAN 1/Chief Officer (172 Days On Board)	N/A 2025-03-17 需要跟踪 (Treat)
	2、Click "T	reat"on the right side of the target documentation

#### 2. Cost statistics

Cost statistics cover various types of ship cost statistics, including labor reimbursement, procurement cost, outbound cost, crew cost, etc. When selecting a specific statistical chart, you can view the chart details data.



### 3. Items statistics

Items statistics cover all kinds of ship matters statistics, including procurement data, crew dynamics, maintenance task completion rate and re-engagement rate statistics. When selecting a specific statistical chart, you can view the chart details data.



## 4, operation log

Operation log includes the latest approval, frequently used functions and activity logs, which helps users view the latest approval documentation and login status, and use the system conveniently.

) Q Workbe	ench (30736)	Vessel Monitor	Find		Switching System -	۵ ۵	en <del>-</del>	) 🛣	孙红梅
To-do List									
Al (179) Due Overdue 13 Reminders(43) Workflow Task (2)						1	Items Selec	cted 🗸 All	Vessels 🗸
Hidden Hazard Inspection Task—Execute(1) Hidden Hazard Inspection Task—Accept(1)									
Waiting Task(134)         Ves. Cert. (197)         Ves. CertNo Attachment(3)         CO. Cert. (1)         Cyc. Inspect(30)									
Reliable Safety Responsibility									
Cost Statistics Items Statistics Operation Log   Operation Log  which helps users v		est approval doc	umentation and			onveniently	,		
Recent approval		Cc	mmon Function						
Crew Evaluation: 马丰生-Dimission Evaluation			Purchase Application	Notice Management	Inquiry Management	Purchase Plar	Purc	hase Order	
Store Migrate: LINK OCEAN 1-Engine DeptSpare Parts(2)		_							
Operation Record: 2025-01-LINK OCEAN 14-智能模板2.0测试 (sms报告)		Ac	tivity Log						
Operation Record: 2025-02-LINK OCEAN 1-智能模板2.0测试 (sms报告)			Log in 12 this month, Tot	tal login times 549					
Crew Transfer. 自测1号-2ND Engineer-Replacement Crew			Last login time: 2025-03-	-10 09:49:41 7.91.245.138 中国,江苏省,	2				
Crew Transfer: 自测1号-Second Officer-Replacement Crew			Last login in address. Th	7.91.245.136 中国,江办目,	加加10,4818				
Crew Transfer: 自测1号-3RD Engineer-Replacement Crew									
Hidden Hazard Inspection Task: LINK OCEAN 1-Engine Dept213									S Ejen
Hidden Hazard Inspection Task: LINK OCEAN 1-Engine Dept123123									

5. OLISS AI Assistant: Can provide queries on maritime regulations and industry knowledge, as well as system operation guide help documents.

To-do List						
All (179) Due 1 Overdue (155 Reminders(43)		1 Items Selected  All	Vessels 🗸			
Workflow Task (2)           Hidden Hazard Inspection Task—Execute(1)         Hidden Hazard Inspection Task—Accept(1)           Waiting Task(134)         Ves.Cert.(97)         Ves.CertNo Attachment(3)         CO.Cert.(1)         CO.Cert.(3)         Cyc.Inspect(30)		queries on maritime regulations and industry knowledgestem operation guide help documents				
Reliable Safety Responsibility		互海AI助手(支持来自飞书Ally-deepseeki设型)         ×           (●)         你好,我是"互海AI助手" 我可以随时为你提供帮助。				
Cost Statistics Items Statistics Operation Log	Common Function	你可以这样问 C 换一批 中华人民共和国噪声污染防治法包含什么?	h			
Crew Evaluation: 马丰生-Dimission Evaluation	Purchase Application Notice Management	MARPOL 国际防止船舶造成污染公约2023?				
Store Migrate: LINK OCEAN 1-Engine DeptSpare Parts(2)		修改年度保养计划?				
Operation Record: 2025-01-LINK OCEAN 14-智能模板2.0测试 (sms报告)	Activity Log					
Operation Record: 2025-02-LINK OCEAN 1-智能模板2.0测试(sms报告)	Log in 12 this month, Total login times 549					
Crew Transfer: 自测1号-2ND Engineer-Replacement Crew	Last login time: 2025-03-10 09:49:41 Last login IP address: 117.91.245.138 中国,江苏省	※ p ① 新活題				
Crew Transfer: 自测1号-Second Officer-Replacement Crew		发送消息				
Crew Transfer: 自测1号-3RD Engineer-Replacement Crew						
Hidden Hazard Inspection Task: LINK OCEAN 1-Engine Dept213		内容由AI生成,仅供参考,请遵守《互海AI助手声明》	ら 国海AI			
Hidden Hazard Inspection Task: LINK OCEAN 1-Engine Dept123123						