How to set the notice category on the web side (Document)

Users log in to the OLISS web side and click "Notice Management", then click "Set Notice" to pop up the set notice window. In this interface, users can add, delete and modify the notice category.

| ą | 7 互海科技 | © Q. | | Workbonch (| Manager | ander the | and the second second | - | | |
|-------------|--|---|----------------|-----------------|---------------|-----------------------|-----------------------|-----------------------|----------------------------------|---|
| Main Menu 💿 | | Latest Notice 知识库分享 产品验收 机海 | | S | | | 2.Click "Set | Notice" | Set Notice & Announcement Approx | |
| 100 | 》 為事对接(江 🧧 苏) | | No. | Notice Category | Display or n | t Approve or Not ① | Operation |] | | |
| 100 | Notice Management | 1.Click "Notice Management" All Unread Favorite Commented | 12 | 如兄弟分享 | | | | 体系文件更新通知 | | Cancel Planing to the Top Add Favorites |
| Co | BI Dashboard | 学体系文件更新通知 | 1 | 产品给收 | | | | 2日,日信息科技目标公司) Publ | sher: 朱蓉 Nobi | ce Category, Notity |
| ç. | Vessel Management > | 关于外部文件"Safety Regulations"的提新通知 後の 単1 参0 象の Notity 2024-11-11 | 12 | 财务板块通告 | | | | | | |
| 2 | Crew Management | 体系文件更新通知 | := | 机海务通知 | | | | 文件分类 规章(发布机构 Chan | | alety Bureau |
| C | Crew Cost | 交件石窟 交件修改-新建2025041001-改交件编号 2025041001交件 交件主力部门 发布机构 生活日期 2025-04-10%改建由 文件名目 | 12 | 人事变动 | | | | | | |
| 3 | Recruitment | | 10 | 声务通知 | | | | | | |
| 100 | Maintenance | 中朝的音(公用户、本相互思想到功能内容的下、Dear users, the new 1 mis issue of OLISS are as Tokows: 1、公告管理 发布公告支持学校の | 12 | 海务统计 | | | | | | |
| 2 | Repair Management | % 0 @ 14 @ 0 @ 0 Notity 2025-04-07 | | (maxe) | | | | | | |
| 6 |] Stock Management | 2025年清明节放假週知 | | XI2H | - | - | | | | Repty |
| j | 7 Purchasing > Management | 互海通《新功能读述》2025年第2期 Express delivery | | .+A | dd Categories | | _ | | | focus |
| 5 | ² Vessel Service > | 目前的各位用户,本面且是通新功能内容如下 Dear users, the new h This issue of OLISS are as follows 1、股份管理部员考证、属任考证、 | | 8 | | Con | firm Cancel | 3.Users can a | | and modify the notice category |
| E | Evenue | | | | | | | | | 1000 |
| E | Management | 互海通《新功能建造》2025年第1日 Express delivery 希望的各位用户,本根互用最新功能的目的下。Dear users, the new for this passe of OLISS are as follows: 1 新兴管理 新导的时间,并非常常能 | # atures of | | | | | | | |

1. Add Categories

Click "Add Categories", fill in the notice category, check whether to display and whether to approve, drag to sort as needed, and click "Confirm".

Note: If the notice category needs to be approved, and it is necessary to ensure that there is a corresponding approval process in "Workflow-Publish Notice", so that the notice under the notice category can select the corresponding approval process when published.

| 4 | 7 互海科技 | © Q. | | Ministerente and | Cat Nation | leset | Switching System + | Ф 🗧 н+ 💿 🛑 жла |
|-----|-------------------------|---|-----------|------------------|------------------------------------|-------------|---|--|
| м | ain Menu 💿 | Latest Notice 知识库分享 产品验收 机海 | | | Set Notice | | Notify | Set Notice & Announcement Approv |
| 8 | 海事对接 (江 🥶 苏) | | No. | Notice Category | Display or not Approve or Not ① | Operation | | |
| - | Notice () Management | All Unread Favorite Commented | 12 | 如识库分享 | | | 体系文件更新通知 Car | neel Plinning to the Top Add Favorites |
| Col | BI Dashboard | 学体系文件更新通知 | 100 | 产品绘教 | | | Paratement and the second s | едоту, новку |
| | Vessel Management | 第一子外部党はTadety Regulations1世界部第四 多0 ゆ1 かり & 0 Notify 2024-11-11 | 12 | 财务板块通告 | | | | |
| R | Crew Management | 体系文件更新调知 | 12 | 机海务通知 | | | 文件分类 规章(综合) 发布机构 Changiang Maritime Safety E | |
| | Crew Cost | 文件名称 文件修改-新聞2025041001-改文件編号 2025041001文件 文件主办部门 发布机构 生效日期 2025-04-10個政理由 文件名称 | 12 | 人事变动 | | | | |
| 2 | Recruitment) | %0 @ 1 @ 0 @ 0 Honly 2025-04-10 | | | | _ | | |
| | Management | 互海通《新功能读递》2025年第3間 Express delivery | 12 | 趋势通知 | | | | |
| T | Maintenance | 尊敬的音位用户,本相互思慮折功能向音如下 Dear users, the new h this issue of OLISS are as follows 1、公告管理 发布公告支持学校3 | 12 | 海务统计 | | | | |
| 2 | Repair Management > | %0 @0.14 @0.0 @ 0 Notify 2025-04-07 | Drag to s | ort | | | | |
| În | Stock Management | 2025年清明节放假通知 | 1 | xaaa | | - | | Reply |
| 77 | Barcharden | % 0 @ 10 @ 0 Notry 2025-04-02 | | Please enter | | | | C |
| | Management | 互询通《新功能读述》2025年第2間 Express delivery | | 1 | + Add Categories | | | focus |
| 9 | Vessel Service | 导致的各位用户,本则且加速航边能内容如下 Dear users, the new to this issue of OLISS are as follows 1、配贝管理-配贝主技 而任考获- | | | · man consegurated | | | 0 |
| | | %0 ® 23 Ø 0 ⊛ 0 Notity 2025-03-06 | | | _ Co | ntim Cancel | | ll in the notice category. |
| | Expense > | 互海通《新功能读道》2025年第1期 Express delivery | * | | _ | | check whether to display a to sort as needed, and click | nd whether to approve, drag < "Confirm" |
| | | | | | | | | |

2. Delete the category

Click the "Delete" icon on the right of the specific notice category, and click "Ok" again to delete the category. Finally click "Confirm".

Note: Once deleted, all notices under this category will be transferred to the Other category.





3. Modify the category

According to the need, modify the name of the corresponding notice category, whether to display it, whether to approve it and adjust the sort, and click "Confirm".

| 4 | 7 互海科技 | 0 Q. | Motherite Control Manifer Clinit | | | | | Switching System + 🗘 🦹 EN + 🕜 🛑 🛲 | | | |
|-----|-------------------|---|----------------------------------|------------------|----------------|-------------------------|------------------|-----------------------------------|------------------|---------------------------|-----------------|
| М | ain Menu 💿 | Latest Notice 知识库分家 产品验收 机海 | | 5 | Set Notice | | | Notify | | Set Notice & Annot | incoment Approv |
| 8 | 海事对接 (江 🥶 苏) | | No. | Notice Category | Display or I | not Approve or Not ① | Operation | | | | |
| W | Notice 0 | All Unread Favorite Commented | 12 | 如兒库分享 | | | | 体系文件更新通知 | | Cancel Planing to the Top | Add Favorites |
| Cel | BI Dashboard | 学体系文件更新通知 | 1= | 产品给收 | | | | 目海信思科技有限公司 | Publisher: 朱慧 Ni | otice Category: Notify | |
| ÷ | Vessel Management | 关于外部35.14*Safety Regulations*259新闻00 多0 ●1 参0 ● 0 Nony 2024-11-11 | 1= | 机毒务通知 | | | | | | | |
| 2 | Crew Management | 体系文件更新调知 | 10 | 人事变动 | | | | 文件分类 发布机构: | | Safety Bureau | |
| 3 | Crew Cost | 交供名称 文件结论 新量2025041001.改文件编号 2025041001文件 文件主办部门 发売机构 生效日期 2025-04-10482理由 文件名利 | 10 | 海务源知 | | | | | | | |
| 8 | Recruitment | % 0 @ 1 @ 0 ⊛ 0 Nomy 2025-04-10 | Drag to a | djust the sort | - | | - | | | | |
| | Management | 互海通《新功能速递》2025年第3期 Express delivery | 1 | 海务统计 | 0 | 0 | | | | | |
| 1 | Maintenance | 导致的各位用户,丰裕与周期新动能内容如下 Dear users, the new h this issue of OLISS are as follows: 1. 公告管理 发布公告支持带指定 | Ò | 安全公告 | | | | | | | |
| 8 | Repair Management | % 0 00-14 ∉0 0 q 0 Notity 2025-04-07 | | | | | | | | | |
| ía. | Stock Management | 2025年清明节放假通知 | | + 0 | Add Categories | | | | | | Roply |
| æ | Purchasing | %0 @ 10 @ 0 @ 0 huthy 2025-04-02 | | | | Cor | tirm Cancel | | | | G |
| | Management | 互沟通《新功能读递》2025年第2期 Express delivery | | 1 | | | | | | | focus |
| 1 | Vessel Service | 時間部皆短期P 本間呈現活動的設置の目的下 Dear users the new fer mis issue of OLISS are as follows 1, 形式管理・影式考察 4.ACCC | ording to | | | ne of the | / correspondi | ing notice catego | | | 0 |
| | | % 0 ∞ 23 ∞ 0 ∞ 0 Notify 2025-03-06 wheth | | olay it, whether | | | | | | | 8 |
| 1 | Management | 互海通《新功能课题》2025年第1期 Express delivery | * | | | | | | | | |
| | | | | | | | | | | | |