

How to deal with the Waiting Task of oil inspection on the web platform

According to the oil inspection plan that has been set and selected inspection date, the Waiting Tasks of oil inspection on Dashboard are generally overdue or due.

Take the following due oil inspection task as an example.

Users can log in to the website of OLISS, and operate in interface of "Workbench → Waiting Task → Oil Inspection" according to the following steps 1-5:

The screenshot illustrates the OLISS web platform interface for handling a waiting oil inspection task. The interface is divided into several sections:

- Navigation Bar:** Includes "Workbench 1955", "Vessel AIS", "Find", "Switching System", and a user profile icon.
- Dashboard:** Shows "To-do List" and "Overall" statistics: All (238), Due (6), Overdue (229), and Reminders (3). It also displays "Workflow Task (4)" and "Waiting Task (231)".
- Task List:** A table of waiting tasks with columns for Inspection No., Vessel, Equipment, Oil Type, Planned Inspection Date, Status, and Operation. A red box highlights the "Inspect" button for a task.
- Task Details Form:** A form for completing the inspection with fields for Vessel, Inspection Eqpt, Oil Type, Planned Inspection Date, Inspection Sample, Inspection No., Eqpt Service Hours, Oil Service Hours, Sampling Date, Sampling Port, Sampling Person, Witness, and Inspection Type. A red box highlights the "Submit" button.
- Bottom Bar:** Contains buttons for "Save", "Submit", "Cancel Inspection", and "Cancel". A red box highlights the "Submit" button.

Annotations and steps are provided throughout the interface:

1. Log in to the website of OLISS and enter the Workbench by default.
2. Click "Oil Inspection".
3. Click "Inspect" on the right side of the target task.
4. Complete the information according to the actual situation (with * required/required).
5. Finally, click "Submit".

Next step:

- ① If you click "Submit", according to the set of oil inspection plan, the documentation will automatically flow to the workbench of the person with execution authority.
- ② If you click "Save", the documentation can be edited next time and can be queried on the "Oil Inspection" interface.