

# How to customize technical document classification (documents)

Users can log in to the OLISS Web side and follow the steps 1-5 below in the "Ship Management → Technical Documents" interface:

The screenshot displays the OLISS Web interface. The top navigation bar includes the company logo, a search bar, and various system status indicators. The sidebar on the left shows the 'Vessel Management' menu expanded, with 'Technical Files' selected. The main content area is titled 'Technical Files' and features a search bar, tabs for 'Drawing', 'Inspection Report', and 'Operation Procedure', and buttons for 'Add', 'Import', 'Export', 'Copy Ship', and 'File Category Configuration'. A list of vessels is shown, including 'LINK OCEAN 1' and 'LINK OCEAN 14'. Below the vessel list is a table of technical files with columns for No., File No., File Name, File Category, Attachment, and Operation.

No.	File No.	File Name	File Category	Attachment	Operation
1		审图意见回复			Edit   Delete
2		审图意见回复			Edit   Delete
3	WP17D155-001H	审图意见回复			Edit   Delete

## File Category Configuration



Drawing

Inspection Report

Operation Procedure

Category Name(CN)	Category Name(EN)	Operation
<div><div></div>内装</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>涂装</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>舾装</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>结构</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>总体</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>机电</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>800车CCS退审图(轮机)</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>800车CCS退审图(电气)</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>800车CCS退审图(船体)</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>电气</div>	Electric	<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>轮机</div>	Engine	<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>甲板</div>	Deck	<a href="#">Edit</a>   <a href="#">Delete</a>
<div><div></div>船体</div>		<a href="#">Edit</a>   <a href="#">Delete</a>
<div>Please enter</div>	<div>Please enter</div>	<a href="#">Save</a>   <a href="#">Cancel</a>

+ Add Type

4、 Click "Add Type" to customize the Chinese and English names in the Type ,and then click "Save"

Confirm

Cancel

Workbench

File Category Configuration

✕

Drawing

Inspection Report

Operation Procedure

Add

Import

Export

Copy Ship

File Category

No.

File No.

1

2

3

WP17D155-001H

4

5

6

7

WP17D155-003H

8

Category Name(CN)

Category Name(EN)

Operation

≡

内装

Edit | Delete

≡

涂装

Edit | Delete

≡

舾装

Edit | Delete

≡

结构

Edit | Delete

≡

机电

Edit | Delete

≡

800车CCS退审图(轮机)

Edit | Delete

≡

800车CCS退审图(电气)

Edit | Delete

≡

800车CCS退审图(船体)

Edit | Delete

≡

电气

Electric

Edit | Delete

✖

Delete Failed

There are already files in this category and cannot be deleted !

5、Existing File categories can be edited/deleted.

When deleting a certain category, the system will automatically check whether there are files using that category. If so , the system will remind you of the deletion failure.

Workbench

File Category Configuration

✕

Drawing

Inspection Report

Operation Procedure

Add

Import

Export

Copy Ship

File Category

No.

File No.

1

2

3

WP17D155-001H

4

5

6

7

WP17D155-003H

8

Category Name(CN)	Category Name(EN)	Operation
≡ 内装		Edit   Delete
≡ 涂装		Edit   Delete
≡ 舾装		Edit   Delete
≡ 结构		Edit   Delete
≡ 机电		Edit   Delete
≡ 800车CCS退审图(轮机)		Edit   Delete
≡ 800车CCS退审图(电气)		Edit   Delete
≡ 800车CCS退审图(船体)		Edit   Delete
≡ 电气	Electric	Edit   Delete

✖

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