

How to view, edit, and delete technical files (documents)

Users can log in to the OLISS Web side , go to the Vessel Management → Technical Files interface, you can perform operations according to the following steps 1-8:

The screenshot displays the OLISS Web interface for Technical Files management. The interface includes a sidebar with navigation options, a top header with user information, and a main content area with a search bar, filter tabs, and a table of files. Red annotations and boxes highlight specific steps for navigating and managing files.

1. Click to enter the "Technical Files" interface

2. Click on the target vessel

3. Switch to view different types of files

4. Target files can be retrieved through the filter bar

5. Click on the target file to view details

6. Click to view attachments

7. Click to "edit" or "delete" 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
4		审图意见回复			Edit Delete
5		审图意见回复			Edit Delete



Vessel Name *	Category *
<div>LINK OCEAN 1</div>	<div></div>
File No.	File Name *
<div>WP17D155-001H</div>	<div>审图意见回复</div>
File Description	No. *
<div>Please enter</div>	<div>5</div>
Attachment: <div>Upload</div> <div> </div>	



8、 Complete the relevant information (with * required/ optional), upload the attachment as needed, and click "Confirm"

Confirm

Cancel