## How to add acceptance records (documents) on the web side

Users can log in to the OLISS Web side and follow steps 1–3 in the "Purchase Management  $\rightarrow$  Materials Acceptance  $\rightarrow$  Acceptance Record" interface.

∳ 互海科技 ○ Q Workbench 29226							Add Acceptance Record 🚫					
W	Purchasing ~	Ac	cept To Stock	Acceptance Reco	ord Material Ar	cceptance List		Vessel *	_	Dept. *		1
	Management		2、Click "Add"					LINK OCEAN 1	*	Please select v		
	Purchase	Ad	Add Export					Item Type "		Supply Date *	Supplier *	
	Application	No.	Vessel •	Dept				Please select	~	Please select	Please enter	
	Purchase Docking	1 2 3	LINK OCEAN 1	Engine Dept.	2024-07-18	202407	徐威威商贸公	Order No./Materials No. *				
	Materials Acceptance							Please enter				
			LINK OCEAN 1	Deck Dept.	2023-11-17	222233	李昱有限公司					
	Accept To Stock		LINK OCEAN 1	Deck Dept.	2022-10-20			Supply Quality				
	Acceptance							Total Acceptance Item *		Qualified Item *	Unqualified *	
	Material Acceptance List	4	LINK OCEAN 14	Engine Dept.	2022-04-06		好久好久	Please enter		Please enter	Please enter	
1.	Click to enter the	e acceptance record interface in turn						Brief Description of Unqualified Materials			Processing Mode	
	Vessel Purchase							Please enter			No processing required	
	Purchase Plan									0 / 500		
	Inquiry Management											1
	Purchase Order							Accepter * Please enter				
	Supplier Evaluation							Please enter				
	Annual Agreement							Attachment				
	Price							Upload				
	After-sales Feedback									1		
-								3、Complete the relevant information ( with * required/optional )				
٢	Vessel Service >	-							to	to upload the attachment, and finally click "Confirm"		
8	Expense											
	Management										Confirm Cancel	
_												