How to add "Defect Task"
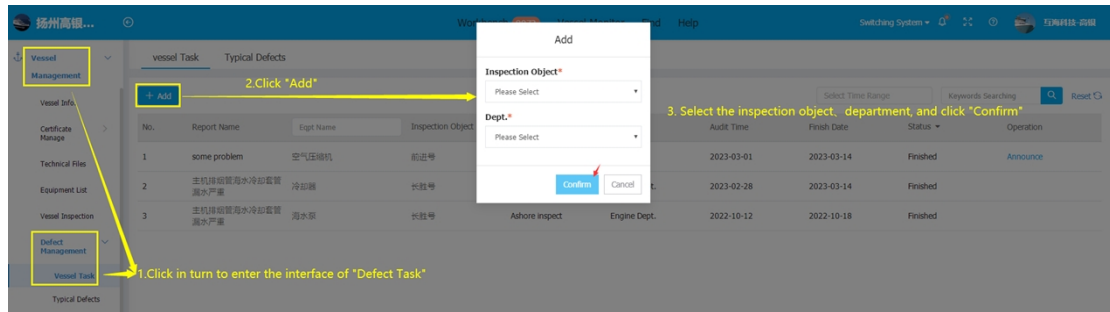
Users can log in to the website of OLSaaS, and operate in"Vessel Management → Defect Management → Defect Task" interface according to the following steps 1-6: