

How to copy the SMS task setting (Document)

Users log in to the web terminal and click "SMS Management→Operation Record→SMS Task Setting" in order to enter the SMS Task Setting interface. Users can query the target record through filter conditions or keyword search, and click "Copy" on the right side of the target record to enter the Add-Basic Info. interface. In this interface, click to switch "Regular / Irregular", modify the basic information (with * required), click "Next" to enter the Template Settings interface, click "Change the template", update the data type for each field according to the need, and click "Next". In the Workflow Settings interface, after modifying the workflow information as needed, click "Confirm".

2. Query the target record through filter conditions or keyword search

1. Click in order to enter the SMS Task Setting interface

3. Click "Copy"

No.	File No.	Table No.	Table Name	Record Time	Vessel Name	Receiving Dept	Effective Time	Upload Period	P.I.C of Upload	Acceptor	Operation
0	000	ca003-01	新聘和转岗岸基人员熟悉熟悉记录表		LINK OCEAN 1		2024-11-01	1Month	船长	船员培训系统 (徐处长) / 航运主管	Edit Copy Delete Off
0	000-福利3	ca003-01	新聘和转岗岸基人员熟悉熟悉记录表		LINK OCEAN 1		2024-11-01	1Month	船长	船员培训系统 (徐处长) / 航运主管	Edit Copy Delete Off
0	001001	001001-1	船舶SMS报告 (智能模板)		LINK OCEAN 1, LINK OC EAN 14		2024-01-01	1Month	船长	机务部长	Edit Copy Delete Off
0	0101	0101	船舶SMS检查报告 (智能模板)		LINK OCEAN 1, LINK OC EAN 14, huhaiyun, huh...	体系办	2024-11-14	Irregular	船长	体系办主任	Edit Copy Delete Off
0	0101	HH0101990	互海测试管理表格 (多人审批, 多人同批)		LINK OCEAN 1, LINK OC EAN 14, AMY ANGEL		2024-08-06	Irregular	船长	机务主管, 机务部长, 船长 / 航运主管, 机务部长	Edit Copy Delete Off
0	0101-福利3	HH0101990	互海测试管理表格 (多人审批, 多人同批)		LINK OCEAN 1, LINK OC EAN 14, AMY ANGEL		2024-08-06	Irregular	船长	机务主管, 机务部长, 船长 / 航运主管, 机务部长	Edit Copy Delete Off
0	0101-福利3	0101	船舶SMS检查报告 (智能模板)		LINK OCEAN 1, LINK OC EAN 14, huhaiyun, huh...	体系办	2024-11-14	Irregular	船长	体系办主任, 船员培训系统 (徐处长) / 2	Edit Copy Delete Off
0	06101	01229	船舶SMS报告		LINK OCEAN 1, LINK OC EAN 14, huhaiyun, huh...		2024-01-01	Irregular	船长	总经理, 海务经理	Edit Copy Delete Off
0	091101	091101	excel091101		LINK OCEAN 1		2024-09-11	1Month	CO	船长	Edit Copy Delete Off
0	1010101	1010101	测试数据模板01 每月		LINK OCEAN 1, CAOZHI 766	船员部	2024-01-01	1Month	船长	船理人员	Edit Copy Delete Off

663 Total 10TotalPage < 1 2 3 ... 67 > Go To 1 Page

Add

Regular Irregular

4. Click to switch "Regular / Irregular"

Basic Info Template Settings Workflow Settings

File No. * 1010101 Table No. * 1010101 Table Name * 测试数据模板01 No. * (The Smaller, The Closer) 0

Effective Time 2024-01-01 Upload Period(Month) * 1 Record Time 每月 Receiving Dept 船员部

Remarks Please enter

Associated SMS Files (Please select SMS files)

Vessel Name * ☐ Select All Add

Vessel	Initial Upload Date	Deadline	Operation
LINK OCEAN 1	2024-01-15	2024-09-30	Delete
CAOZHI 766	2024-07-02	Please select	Delete

5. Modify the basic information (with * required)

6. Click "Next"

Next

Add

7.Click "Change the template" to change the template type and file

RegularIrregular

Basic InfoTemplate SettingsWorkflow Settings

Execution Method: Smart Template1.0

Change the templatedownload the template

(20) 船舶SMS复查报告-模板....

8.Update the data type for each field according to the need

船舶SMS 复查报告

格式号: JCX120201

主持人 (船长)	{{主持人}}	时间	{{时间}}	地点	{{地点}}	复查类别	{{复查类别}}
参加人员	大副 {{大副}}	二副 {{二副}}	三副 {{三副}}	轮机长 {{轮机长}}	大管轮 {{大管轮}}	二管轮 {{二管轮}}	三管轮 {{三管轮}}
其他有 任的人员	{{其他有任的人员}}						
复查结果	<div>①船舶执行 SMS 存在的普遍缺陷: 1.船员培训/评估/考核执行情况:{{按年度培训计划完成相关内容培训}} 2.按规定对新船员熟悉职责考核和评估{{按规定对新船员熟悉职责考核和评估}} 3.应急训练和演习计划执行情况:{{按计划时间完成应急训练和演习}} 4.按计划时间完成维护项目开展公司{{按计划时间完成维护项目开展公司}}</div> <div>②原基地支持方面存在的缺陷: 1.所提供的船员是否满足持有合格的要求{{所提供的船员是否满足持有合格的要求}} 2.向船舶提供足够的技术支持是否满足要求{{向船舶提供足够的技术支持是否满足要求}}</div>						

Please set the data type for each field.

Field Name	Field Type
船舶名	船舶选择
填写人	单行文本
报告时间	日期选择 yyyy-MM-dd
主持人	单行文本
时间	日期选择 yyyy-MM-dd
地点	单行文本
复查类别	单选 定期复查,临时复查
大副	单行文本
二副	单行文本

Output FormatSettings Options

Default to Last Entry

9.Click "Next"

BackNext

Add

10.Modify the workflow information as needed

RegularIrregular

Basic InfoTemplate SettingsWorkflow Settings

Step 1:Execute(Necessary)

Procedure	Role In Charge *	Warning Days *
1	船长	60

Step 2:Accept(Optional)

Procedure	Role In Charge *	Node Name	Warning Days *	Operation
1	船员培训系统 (神处长)	教运主管	Please enter	15

Add

CC Object

CC Role *	CC Setting *	Operation
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Add

11.Click "Confirm"

BackConfirm