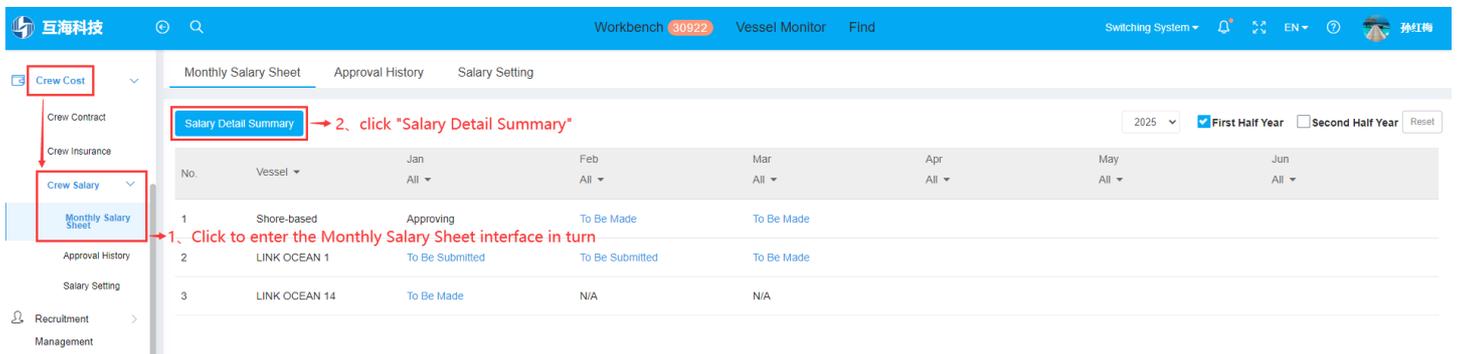


# How to quickly generate the basic salary of crews (document)

Users log in to the OLISS Web side and click to enter in turn **"Crew Cost → Crew Salary → Monthly Salary Sheet"** interface, click "Salary Detail Summary", in the Salary Detail Summary page, click "Add", jump to the Quick Add Salary interface. In this interface, you can switch between "Crew On board /Crew On Shore" according to your needs, or quickly find the target crew according to the filtering conditions. After checking the target crew, click the edit icon on the right to edit the basic salary and other awards. After editing, click "Save", and finally click "Confirm"



switch between "Crew On board /Crew On Shore" according to your needs,

quickly find the target crew according to the filtering conditions

After checking the target crew, click the edit icon on the right to edit the basic salary and other awards. After editing, click "Save", and finally click "Confirm"

4. Switch between "Crew On Board / Crew On Shore" according to your need

Add Salary

Quickly find the target crew according to the filtering conditions

Crew on Board  Crew on Shore

2025-02  Please select a vessel  Please select  Crew Name

If the salary of the current month has been submitted for approval, it cannot be modified. ! This month's salary sheet has been done.

<input type="checkbox"/>	Basic Info	Time on Board	Basic Salary *	航次奖	扫舱费	月度奖	洗舱费	劳务费	其他费用	Salary Adjustment
<input type="checkbox"/>	鮑磊(MasterConcurrent PostMaster)/LINK OCEAN 1 ID:32100219900000000000 <a href="#">Contract Info</a>	28 <span style="color: red;">!</span>	8000	1000	500	100	500	200	0	<input type="button" value="Edit"/>
	李四(Master)/自测1号 ID:3210021980000000000000	28								<input type="button" value="Edit"/>
	魏三晋(Apprentice Master)/LINK OCEAN 1 ID:30	28	0	1000	500	100	500	200	0	<input type="button" value="Edit"/>
	庄军(Apprentice Master)/自测1号 ID:371102*****9	28								<input type="button" value="Edit"/>
<input type="checkbox"/>	LUQMAN HAKIM BIN RAMANIZAN(Chief Officer)/LI NK OCEAN 1 ID:20120302	28	8000	1000	500	100	500	200	0	<input type="button" value="Edit"/>
<input checked="" type="checkbox"/>	陈*(Chief Officer)/LINK OCEAN 1 ID:32038219*****	28 <span style="color: red;">!</span>	<input type="text" value="8000"/>	<input type="text" value="1000"/>	<input type="text" value="500"/>	<input type="text" value="100"/>	<input type="text" value="500"/>	<input type="text" value="200"/>	<input type="text" value="0"/>	<input type="button" value="Save"/> <input type="button" value="Cancel"/>
	张三(Chief Officer)/自测1号 ID:3706251900000000000000	28								<input type="button" value="Edit"/>
	球球测试2(Apprentice Chief Officer)/LINK OCEAN 1 ID:877*****7 <a href="#">Contract Info</a>	28	0	1000	500	100	500	200	0	<input type="button" value="Edit"/>
	魏*言(Second Officer)/自测1号 ID:*****1	28								<input type="button" value="Edit"/>
	洪野(Third Officer)/LINK OCEAN 1 ID:3210*****X	28	0	1000	500	100	500	200	0	<input type="button" value="Edit"/>
	张*良(Third Officer)/自测1号 ID:3711221*****	28								<input type="button" value="Edit"/>
	马丰生(Chief Engineer)/自测1号 ID:410481*****	28								<input type="button" value="Edit"/>

5. After checking the target crew, click the edit icon on the right to edit the basic salary and other awards, after editing, click "Save", and finally click "Confirm"

Next step:

The newly added crew salaries will appear in the salary summary interface, and so on. Users can export the newly added crew salaries by crew dimension/ship dimension as needed, as shown in the figure below.

Salary Detail Summary

→ Users can export the newly added crew salaries by crew dimension/ ship dimension as needed

2025-02  Crew Name

No.	Name	Vessel	Rank	Crew Type	Salary Days	Currency	Basic Salary	航次奖	扫舱费	月度奖	洗舱费	劳务费	其他费用	Subsidy	Deduction	Total Salary	Operation
1	鮑磊 <span style="color: red;">!</span>	LINK OCEAN 1	Master		28	CNY	8000	1000.00	500.00	100.00	500.00	200.00	0.00			9,760.00	<a href="#">History Record</a>   <a href="#">Edit</a>   <a href="#">Delete</a>
2	陈* <span style="color: red;">!</span>	LINK OCEAN 1	Chief Officer		28	CNY	8000	1000.00	500.00	100.00	500.00	200.00	0.00			9,760.00	<a href="#">History Record</a>   <a href="#">Edit</a>   <a href="#">Delete</a>

Total Number: 2 Persons; Total Amount this Month: CNY:19520.00

2 Total 50TotalPage