

How to add a crew schedule template (document)

Log in to the OLISS Web side, click to enter the Crew Management → Crew Schedule interface, switch to "Schedule setting", click "Add", enter the Add Schedule Template interface: Fill in the "Template Name", select "Status", "Vessel", "Applicable Rank", set the working hours and whether to fill in remarks, then click "Confirm"

Note: The working time setting should comply with the 7 rules of MLC rest requirements

The screenshot shows the OLISS Web interface. The top navigation bar includes "互海科技", "Workbench 28616", "Vessel Monitor", "Find", "Switching System", and user information "孙红梅". The left sidebar has a "Crew Management" dropdown menu with "Crew Schedule" highlighted. The main content area shows "Crew Schedule List" with a "Schedule Setting" tab selected. A red box highlights the "Add" button and the "Schedule Setting" tab. A red arrow points from the "Add" button to the "Schedule Setting" tab with the text "2. Switch to 'Schedule Setting'". Below the table, a red arrow points to the "Add" button with the text "3. Click 'Add'". The table lists 8 crew schedule templates with columns for No., Template Name, Vessel, Applicable Position, Work Time, Status, and Operation.

No.	Template Name	Vessel	Applicable Position	Work Time	Status	Operation
1	船长晚班	LINK OCEAN 1	Master	10.00-14.00; 18.00-22.00;	<input checked="" type="checkbox"/>	Edit Copy
2	12344656		Master Apprentice Master C...	4.00-7.30; 11.30-15.00;	<input checked="" type="checkbox"/>	Edit Copy
3	12344656	ABLE SAILOR	Master Apprentice Master C...	4.00-7.30; 11.30-15.00;	<input checked="" type="checkbox"/>	Edit Copy
4	12344656	LINK OCEAN 14	Master Apprentice Master C...	4.00-7.30; 11.30-15.00;	<input checked="" type="checkbox"/>	Edit Copy
5	12344656	LINK OCEAN 1	Master Apprentice Master C...	4.00-7.30; 11.30-15.00;	<input checked="" type="checkbox"/>	Edit Copy
6	2334411234		Master Apprentice Master C...	4.00-7.30; 11.30-15.30;	<input checked="" type="checkbox"/>	Edit Copy
7	2334411234	ABLE SAILOR	Master Apprentice Master C...	4.00-7.30; 11.30-15.30;	<input checked="" type="checkbox"/>	Edit Copy
8	2334411234	LINK OCEAN 14	Master Apprentice Master C...	4.00-7.30; 11.30-15.30;	<input checked="" type="checkbox"/>	Edit Copy

The screenshot shows the "Add Schedule Template" form. It includes fields for "Template Name", "Vessel", "Applicable Rank", "Status" (On/Off), and "Work Time Setting" (a 24-hour grid). There is a "Remarks" field with a note: "Note: The working time setting should comply with the 7 rules of MLC rest requirements". A checkbox "Perform MLC rule checks" is checked. Below the form, a red arrow points to the "Confirm" button in the bottom right corner.

4. Fill in the "Template Name", select "Status", "vessel", "Applicable Rank", set the working hours and whether to fill in remarks, then click "Confirm"

The screenshot shows the "Confirm" button in the bottom right corner of the form.

The configured schedule template can be viewed in the Schedule Setting interface, and for templates that have already been configured, you can choose "enable/ disable" according to your needs

Crew Schedule List Schedule Setting

Add Generate Time Setting

Configured templates can be "enabled/ disabled" according to requirements

Search Reset

No.	Template Name	Vessel	Applicable Position	Work Time	Status	Operation
1	船长晚班	LINK OCEAN 1	Master	10.00-14.00; 18.00-22.00;	<input checked="" type="checkbox"/>	Edit Copy
2	12344656		Master Apprentice Master C...	4.00-7.30; 11.30-15.00;	<input checked="" type="checkbox"/>	Edit Copy