How to approve the notice on the web side (Document)

If the notice category is set to require approval, the notice under the category are transferred to the approval role personnel system after they are published.

After logging into the OLISS web side, users click on "Notice Management", then click "Announcement Approval" in the upper right corner to enter the approval list interface. In this interface, if there are too many documents, you can search for the target document using filtering conditions or keywords. Click any position of the target document to enter the approval interface, and according to the actual situation, click "Publish", "Released and Topped" or "Reject".

Note: If the approval personnel have editing rights, they can modify the notice title, content and recipient as needed.

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	苏)		Latest Notice 知识库分	事 产品验收 机海务通知	人事变动	海务通知	海务统计	安全公告	Other Notify		Set Notice Announcement Approv
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Next step:

If the notice is published successfully, the recipient will be able to see the notice;

If you click "Reject", you can choose to return to the previous approver or applicant, and the previous approver will re-approve or the applicant will resubmit.

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