

How to accept maintenance feedback forms on the Web (document)

After the maintenance feedback form is approved, the documentation will be transferred to the acceptance staff's workbench according to the process node.

Users log in to the OLISS Web side, enter the workbench interface by default, and click "Repair Feedback-Accept" in the Workflow Task to enter the repair feedback-accept interface. When there are many documents, the target documentation can be searched by keywords or filter columns. Click any position of the target documentation to enter the details page of the feedback form. Fill in the processing result, and then click "Accept this form". After acceptance, the form will be closed. Click "OK" to confirm acceptance. According to the actual situation, you can click "Clear Signature" or "Re-Signature" to modify the signature. After verifying the signature, click "Submit" to complete the acceptance work of the feedback form.

The screenshot shows the OLISS Web Workbench interface. At the top, there is a navigation bar with "Workbench (92485)", "Vessel Monitor", and "Find". Below the navigation bar, there are sections for "To-do List", "Warning Poppups Settings", and "Workflow Task (89)". The "Workflow Task" section contains several task cards, with "Repair Feedback—Accept(1)" highlighted. Below this, there is a "Waiting Task(82)" section with "Repair Scheme(82)".

1. Users log in to the OLISS Web side, enter the workbench interface by default

2. Click "Repair Feedback-Accept"

3. When there are many documents, the target documentation can be searched by keywords or filter columns

No.	Feedback Name	Feedback No.	Vessel	Dept.	Number of Feedback Items	Feedback Repair Document	Feedback Date	Feedback Rater	Status	Operation
1	互海1号自修反馈单	OL1-MMF-25061001	LINK OCEAN 1	Engine Dept.	1	Self Repair	2025-06-24	孙红梅	Accepting	Export

4. Click any position of the target documentation to enter the details page of the feedback form

The screenshot shows the "Feedback Form Details Page" for "OL1-MMF-25061001 互海1号自修反馈单". The page includes fields for "Vessel: LINK OCEAN 1", "Dept.: Engine Dept.", "Feedback Repair Document: Self Repair", and "Priority Level: Normal". Below these fields is a "Selected Document" table.

No.	Repair Egd./Items	Self Repair No.	Completion Status	Actual Cost	Approval Opinion	Feedback Explanation	Other Loss	Amount of Loss
1	右主机	OL1-SR-25062301	OK	CNY 500.00	OK	ok		Please enter CNY

5. Fill in the processing result, and then click "Accept this form"

The "Processing Result" field is currently empty, with a "Please enter" prompt and a character count of "0 / 150".

Task Progress: 2025-06-24 09:56:41

- Apply: 孙红梅 (Signature: 李四)
- Approve—航送主管: 孙红梅 (Signature: 李四)

Buttons: Comment, Accept This Form

