

How to add temporary evaluation of crews (Document)

Users log in to the OLISS web side, click on the "Crew Management → Crew Evaluation" interface in order, clicks on "Add", a pop-up window of "Add" pops up, selects the assessment type as "Temporary Evaluation", searches for target crew members through the filter bar, checks the crew members who need to undergo temporary evaluation, chooses to use the template, defaults to "Ship Template", and finally clicks "Submit" to enter the interface of adding temporary evaluation. After filling in the reason for the addition, click "Confirm" to complete the addition of temporary evaluation for crew members.

1. Click on the "Crew Evaluation" interface in order

2. Click "Add"

3. Searches for target crew members through the filter bar

4. Check the crew member who need to undergo temporary assessment

5. Chooses to use the template, defaults to "Ship Template"

6. Click "Submit"

No.	Name/ID	Vessel	Rank	On Board Time	Evaluation Form Name
1	球球测试2 87787787877	LINK OCEAN N 1	Apprentice Chief Officer	2025-01-15 ~Till Now	考核表设置2024062
2	徐红波 32062219*****1	自测1号	3RD Engineer	2024-09-03 ~Till Now	船员考核
3	李三副 3200000000000000000	Shore-based	Second Officer	N/A	三副晋升考核-专项
4	张水手 68	Shore-based	跟班大副	2023-03-23	水手晋升考核-综合
5	洪野 32108119*****1X	Shore-based	Second Officer	2024-09-19	三副晋升考核-专项
6	吕水手 56	LINK OCEAN N 1	跟班大副	2024-08-08 ~Till Now	水手晋升考核-综合
7	张三 3706251*****1	Shore-based	Chief Officer	2024-09-03	测试岸基
8	XIANG WEN MING 5136*****8	LINK OCEAN N 14	Master	2024-12-25 ~2025-01-06	大副的离任考核
9	张三 3706251*****1	Shore-based	Chief Officer	2024-09-03	测试岸基
10	李四 32100*****1	Shore-based	Master	2024-09-03	测试岸基
11	鲍磊 3*****0	LINK OCEAN N 1	Master	2024-07-31 ~Till Now	定期考核

Add Temporary Evaluation



Temporary Evaluation Reason *

Please enter

0 / 500



7、 After filling in the reason for the addition, click "Confirm"

Confirm

Cancel

Next step:

After the temporary evaluation of the crew is submitted, the documentation will be transferred to the workbench of the evaluation role personnel according to the established assessment process.