## 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.

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요 ci	rew Management 🗸	Crew	Evaluation					Evaluation Type *      Temporary Evaluation      Interview Assessment      Promotion Assessment      Dimission Evaluation				
	Crew Info.	Add	Evaluation Form Settin	2, 0	lick "Add"		Probation Evaluation Regular Ev					
	Resume Update	No.	Name/ID	Vessel 👻	Rank -	On Board Time	Evaluation Form Na			All 🗸	Please select a rank Na	me/ID Search Reset
	Crew Arrangement	1	球球测试2 87787787877	LINK OCEA N 1	Apprentice C hief Officer	2025-01-15 ~Till Now	考核表设置2024062	4、Check	Name the crew mem	סו ber who need to u	Vessel ndergo temporary asses	Rank Selecting Template
	Disembark Request	2	徐红波 32062219******1	自测1号	3RD Enginee r	2024-09-03 ~Till Now	船员考核		鲍磊 5. Choo	32100219*****0 ses to use the tem	LINK OCEAN 1	Master Shipemplate
	Crew Transfer	3	李三副 320000000000000000000	Shore-based	Second Offic er	N/A	三副晋升考核-专项		李四	32100219**********1	自测1号	Master
	Crew Incident	_4 1,_Cl	张水手 ick on the "Crew Ev	Shore-based	跟班大副 interface ir	2023-03-23 n order	水手晋升考核-综合ì		曜三管	30	LINK OCEAN 1	Apprentice Master
	Crew Tracking	5	洪舒 32108119******* 1X	Shore-based	Second Offic er	2024-09-19	三副晋升考核-专项)		庄军	371102198********9	自测1号	Apprentice Master
	Crew Evaluation	6	吕水手 56	LINK OCEA N 1	跟班大副	2024-08-08 ~Till Now	水手晋升考核-综合;		LUQMAN HAKIM BIN RAMANIZAN	20120302	LINK OCEAN 1	Chief Officer
	rew Cost >	7	张三 3706251******1	Shore-based	Chief Officer	2024-09-03	测试岸基		陈*	320382198*******3	LINK OCEAN 1	Chief Officer
L R	ecruitment >	8	XIANG WEN MING 5136*******	LINK OCEA N 14	Master	2024-12-25 ~2025-01-06	大副的离任考核		张三	37062519********1	自测1号	Chief Officer
м	anagement	9	张三 3706251***********1	Shore-based	Chief Officer	2024-09-03	测试岸基		球球测试2	87787787877	LINK OCEAN 1	Apprentice Chief O fficer
δ M	aintenance >	10	李四 32100******1	Shore-based	Master	2024-09-03	测试岸基		魏*喜	37290119*********1	自测1号	Second Officer
₿ R	epair Management >	11	鲍磊 3*****0	LINK OCEA N 1	Master	2024-07-31 ~Till Now	定期考核		zhangsan	31023019******1	LINK OCEAN 1	Second Officer
ଲି si	tock Management >		±						洪舒	32108119*******X	LINK OCEAN 1	Third Officer
₩ Pu M	urchasing > anagement							_			6、Click	"Submit" 🔶 Submit Cancel

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Please enter





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.