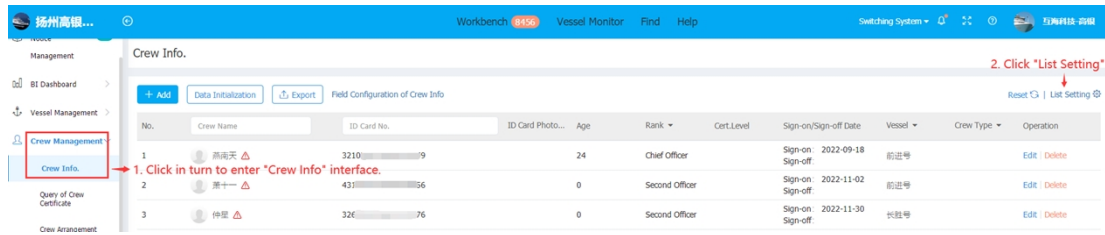


How to customize the display field of "Crew Information"

Users can log in to the website of OLSaaS, and operate in "Crew Management → Crew Info" interface according to the following steps 1-4:



List Setting

Select Configurable Fields

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> ID Card Photo | <input checked="" type="checkbox"/> Age | <input checked="" type="checkbox"/> Vessel |
| <input checked="" type="checkbox"/> Sign-on/Sign-off Date | <input type="checkbox"/> English Name | <input type="checkbox"/> Gender |
| <input type="checkbox"/> Phone No. | <input type="checkbox"/> Birth Date | <input checked="" type="checkbox"/> Rank |
| <input type="checkbox"/> Crew Group | <input type="checkbox"/> Crew label | <input type="checkbox"/> Nationality |
| <input type="checkbox"/> Native Place | <input type="checkbox"/> Ethnic Group | <input type="checkbox"/> Politics Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> Blood Type | <input type="checkbox"/> Crew No. |
| <input checked="" type="checkbox"/> Crew Type | <input type="checkbox"/> Company Name | <input checked="" type="checkbox"/> Cert.Level |
| <input type="checkbox"/> Graduated School | <input type="checkbox"/> Highest Education | <input type="checkbox"/> Major |
| <input type="checkbox"/> Desired Position | <input type="checkbox"/> English Level | <input type="checkbox"/> Computer Level |
| <input type="checkbox"/> Other Skills | <input type="checkbox"/> Height (cm) | <input type="checkbox"/> Weight (kg) |
| <input type="checkbox"/> Shoe Size | <input type="checkbox"/> Clothes Size | <input type="checkbox"/> Other Phone No. |
| <input type="checkbox"/> QQ | <input type="checkbox"/> WeChat | <input type="checkbox"/> Email Add. |
| <input type="checkbox"/> Contact Add. | <input type="checkbox"/> English Contact Add. | <input type="checkbox"/> Postal Code |
| <input type="checkbox"/> Em'cy Contact Person | <input type="checkbox"/> Em'cy Contact Person En | <input type="checkbox"/> Em'cy Contact's ID Card |
| <input type="checkbox"/> Relative Appellation | <input type="checkbox"/> Em'cy Contact Phone No. | <input type="checkbox"/> Em'cy Contact Add. |
| <input type="checkbox"/> Em'cy Contact Add.En | <input type="checkbox"/> Em'cy Contact Postal Code | |

Configure Field Sorting (Drag to adjust)

- ☰ ID Card Photo
- ☰ Age
- ☰ Rank
- ☰ Cert.Level
- ☰ Sign-on/Sign-off Date
- ☰ Vessel
- ☰ Crew Type

3. Tick the fields that need to be displayed in crew info list according to the requirements. You can adjust the display order by dragging the mouse up and down.

Fixed Field: # | Crew Name | ID Card No.

4. After the configuration is completed, click "Confirm" →

Save

Cancel

Description:

1. After the configuration is completed, when viewing crew information list, only the fields and sorting that were selected will be displayed!
2. For the above functions, the company's administrator needs to tick the permissions of the corresponding roles in "System Settings → Role Authority", so that the relevant personnel can configure them.