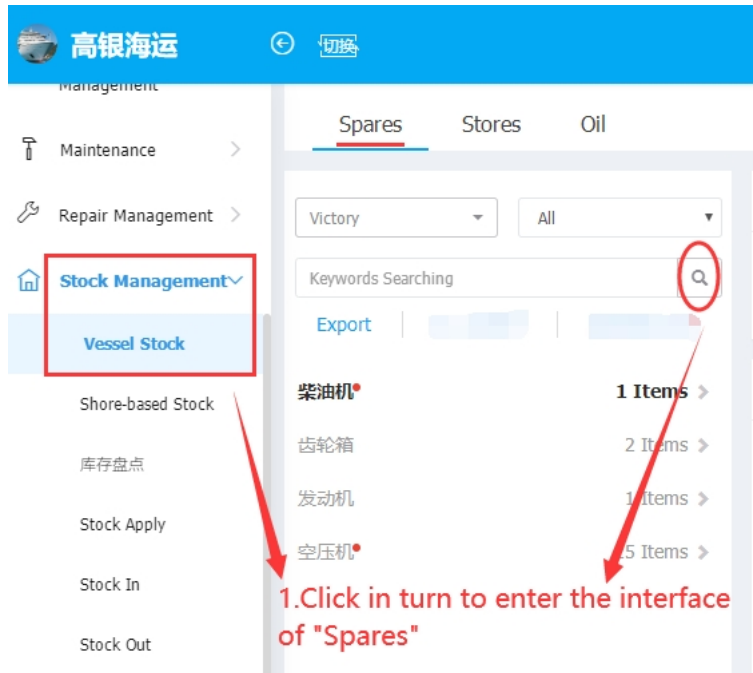# How to execute stock-in/stock-out operations quickly in stock query interface

Users can log in to the website of OLSaaS, and operate in"Stock Management →Vessel Stock → Stock Query" interface according to the following steps 1-3':

1.Click in turn to enter the interface of "Spares"

2. You can quickly find the target item through the filter bar

3. Click to perform "stock-in, stock-out" operation.

4.Fill in the stock-in information(Items with * are required)according to the actual situation, and then click "Confirm"

Stock-out Interface

Add

Spares Name: 大号O型圈　　　　　**Spare Parts Code:** M88　　　　　**Location Number:** 999

Equipment Info.: 柴油机 / M20 / Mak / 3/2-Way Solenoid Valve

No.	Stock-in Date	Price	Stock Info.Description	Qty In Stock	Stock-out Qty	Remarks
1	2022-04-10	CNY0.00	**P.I.C.:**大管轮 **Storage Location:**备件库	2(个)		
2	2022-11-28	CNY0.00	**P.I.C.:**大管轮 **Storage Location:**备件库	8(个)		

5. Fill in the stock-out quantity and remarks(if any)according to the actual situation, and then click "Confirm" to add stock-out items successfully.

Confirm

Note:

These are the operation steps of quick stock-in/stock-out in spare parts inventory query interface.In addition,you can also perform stock-in/stock-out in the interface of "Vessel Stock"→ Stores Stock Query,or "Shore-based Stock"→ Spares/Stores Stock Query.