

How to view the petty cash reimbursement details

Users can log in to the website of OLSaaS, and operate in "Expense Management → Petty Cash Management" interface according to the following steps 1-3:

The screenshot shows the 'Petty Cash Management' interface in OLSaaS. The left sidebar contains a menu with 'Expense Management' and 'Petty Cash Management' highlighted. The main content area displays a table of petty cash applications for May 2023. Annotations with red arrows point to specific elements: '1. Click in turn to enter "Petty Cash Management" interface' points to the sidebar menu; '2. You can switch months or filter ships and currencies to find target documents.' points to the month selector and filters; '3. Click to view the reimbursement details' points to the 'Check Details' link in the table.

No.	Vessel Name	Currency	Balance of Last Month	Apply This Month	Used This Month	Balance of This Month	Operation
1	前进号	CNY	30,000.00	0.00	0.00	30,000.00	Check Details
2	长胜号	CNY	1,000.00	0.00	0.00	1,000.00	Check Details