

Stock-in Record Approval Process Reference (Document)

The user logs in to the OLISS Web side and clicks " Setting - Workflow" in order. In the workflow interface, click the "+" on the right side of the stock-in record. On this interface, fill in the workflow name, priority level, select the applicable department, applicable item type, stock-in type, check all or multiple vessels, select the approval processing role, whether it is editable, fill in the number of warning days (default 15 days), select the newly added approval role, copy role, copy settings and other information as required by the approval process, and then click "Confirm" in the lower right corner.

Budget Management >

Voyage Number Management >

产能管理 >

Vessel Report >

Patrol Inspection >

SMS Management >

Customs Affairs Management >

Vessel Incident Records >

Address Book >

E-Signature >

Setting

Role Authority

User

Workflow

Basic Data >

Date Backup

Company Setting

Login Page Configuration

Workflow

Export

Please Enter Function

Keywords Searching

Search

Reset

No.	Workflow Name	Application Scope	Approval Process	Operation
1	入库单通用流程	Vessel : All Dept : Engine Dept , Deck Dept , Other Dept Item Type : Spare Parts , Marine Stores , Oil Stock-in Type : Stock-in by Correction , Purchase Offline	申请-机务部长审批	Copy Edit Delete

1 Total 50Total/Page

1.Users log in to the OLISS Web side and click "Setting- Workflow" in order

2. Click the "+" on the right side of the stock-in record

Add Stock-in Record Process

Workflow Name *

Please enter

Priority Level *

1

Applicable Dept. *

Engine Dept. × Deck Dept. × Other Dept. ×

Applicable Item Type *

Spare Parts × Marine Stores × Oil ×

Stock-in Type *

Stock-in by Correction ×

Applicable Vessel *

☐ All

Remarks

Please enter

0 / 500

Workflow: Approval

Procedure	Approver *	Node Name	Editable Or Not *	Warning Days *	Operation
1	<div>Please Select</div>	<div>Please enter</div>	<div>Yes</div>	<div>15</div>	Insert Next Step

CC Object

CC Role *	CC Setting *	Operation

Add

3. Fill in the workflow name, priority level, select the applicable department, applicable item type, stock-in type, check all or multiple vessels, select the approval processing role, whether it is editable, fill in the number of warning days (default 15 days), select the newly added approval role, copy role, copy settings and other information as required by the approval process, and then click "Confirm" in the lower right corner

Workflow Preview

Confirm

Cancel