

How to quickly generate the basic salary of crews

Users can log in to the website of OLSaaS, and operate in "Crew Cost → Crew Salary → Monthly Salary Sheet" interface according to the following steps 1-5:

Step 1: Click in turn to enter "Monthly Salary Sheet" interface

Step 2: Click "Salary Detail Summary"

Step 3: Click "Add"

Step 4: Switch between "Crew on Board/Crew on Shore" according to needs, and filter the crew members who need to generate salary according to conditions

Step 5: After selecting the crew, click the edit icon on the right to edit the basic salary and other awards, click "Save" after editing, and finally click "Confirm".

Step 6: The newly added crew salary will appear in the salary detail summary interface, you can click "submit for approval" according to your needs

Total Number 6 Persons: Total Amount this Month: CNY:38600.00, EUR:5600.00 [Submit for Approval](#)

6 Total