

## How to add "Defects Info Sharing"

Users can log in to the website of OLSaaS, and operate in "Vessel Management → Defect Management → Defects Info Sharing" interface according to the following steps 1-3:

The screenshot displays the OLSaaS interface with the following elements:

- Left Navigation Menu:** Includes 'Full Menu', 'Notice Management', 'BI Dashboard', 'Vessel Management', 'Vessel Info', 'Certificate Manage', 'Technical Files', 'Equipment List', 'Vessel Inspection', 'Defect Management', 'Vessel Task', 'Circle Inspection', 'Crew Management', 'Crew Cost', and 'Recruitment Management'. 'Vessel Management' and 'Defect Management' are highlighted with yellow boxes.
- Main Content Area:** Shows 'vessel Task' and 'Typical Defects' tabs. A table lists defect records with columns: No., Vessel, Dept., Eqpt Name, and Failure Description. A yellow box highlights the 'Add' button, with an arrow pointing to the right interface. A yellow arrow also points from the 'Typical Defects' menu item to the table.
- Right Panel: 'Add Typical Defects' Form:** Contains fields for Vessel, Dept., Eqpt Name, Date of Occurrence, Ending Date, Failure Description, Troubleshooting and solution, and Equipment Actuality. A red note states: '3. Improve relevant information (Items with \* are required), upload attachments if any, and finally click "Confirm".' An 'Upload Attachment' button is also present.
- Bottom Right:** 'Confirm' and 'Cancel' buttons.