

A cargo ship with a white superstructure and a dark hull is sailing on a body of water. The ship is loaded with several stacks of colorful shipping containers in shades of yellow, red, and blue. The background features a range of mountains under a dramatic sunset sky with orange and yellow clouds. The overall scene is captured in a cinematic style with a cool color palette.

CompassAir Web Basic User Guide

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COMPASSAIR WEB SnP

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This guide is intended to serve as an introduction to CompassAir (web version). It is one of a series that show the many useful features of CompassAir (web version).

Where it is felt that additional training would be beneficial, bespoke packages can be provided for both individual users as well as groups. Please contact solutions@thinkcompass.io for more information.



1 COMPASSAIR – MESSAGES WINDOW (HOME)

The screenshot displays the CompassAir Messages interface. The top navigation bar includes the CompassAir logo, a 'Compose' button, and user information for 'ADMINISTRATOR'. The left sidebar contains navigation options: Messages, Discussions, Contacts, Circulars, Calendar, Ships, S&P, Positions, and Commercial History. The main message list is organized by date, showing 'LAST SATURDAY, 14 NOV 2020' and 'LAST FRIDAY'. Individual messages are color-coded and include titles like 'Hellenic Shipping News Worldwide' and 'Daily Newsletter November 16 2020, Hellenic Shipping...'. The right pane shows a detailed view of a selected message, including the sender 'Hellenic Shipping News', recipient 'INFO', and subject 'Daily Newsletter November 14 2020, Hellenic Shipping News Worldwide'. Below the message content, there are sections for 'Pyxis Tankers' and 'Belships' with news snippets and logos. A 'VesselsValue' banner is visible at the bottom of the message preview. Several callout boxes with black borders and white text identify specific UI components: 'Toolbar Buttons' points to the left sidebar; 'Toolbar' points to the bottom-left navigation area; 'Views' points to the message list filters; 'Message List' points to the list of message cards; 'Message Header Pane' points to the top section of the message preview; 'Viewing Pane' points to the main content area of the message preview; and 'Message Preview Pane' points to the content area below the message header.



2 USER INTERFACE

The screenshot displays the CompassAir web application interface. On the left is a dark blue sidebar with navigation icons for Messages, Discussions, Contacts, Circulars, Calendar, Documents, and Ships. The main area is divided into three sections:

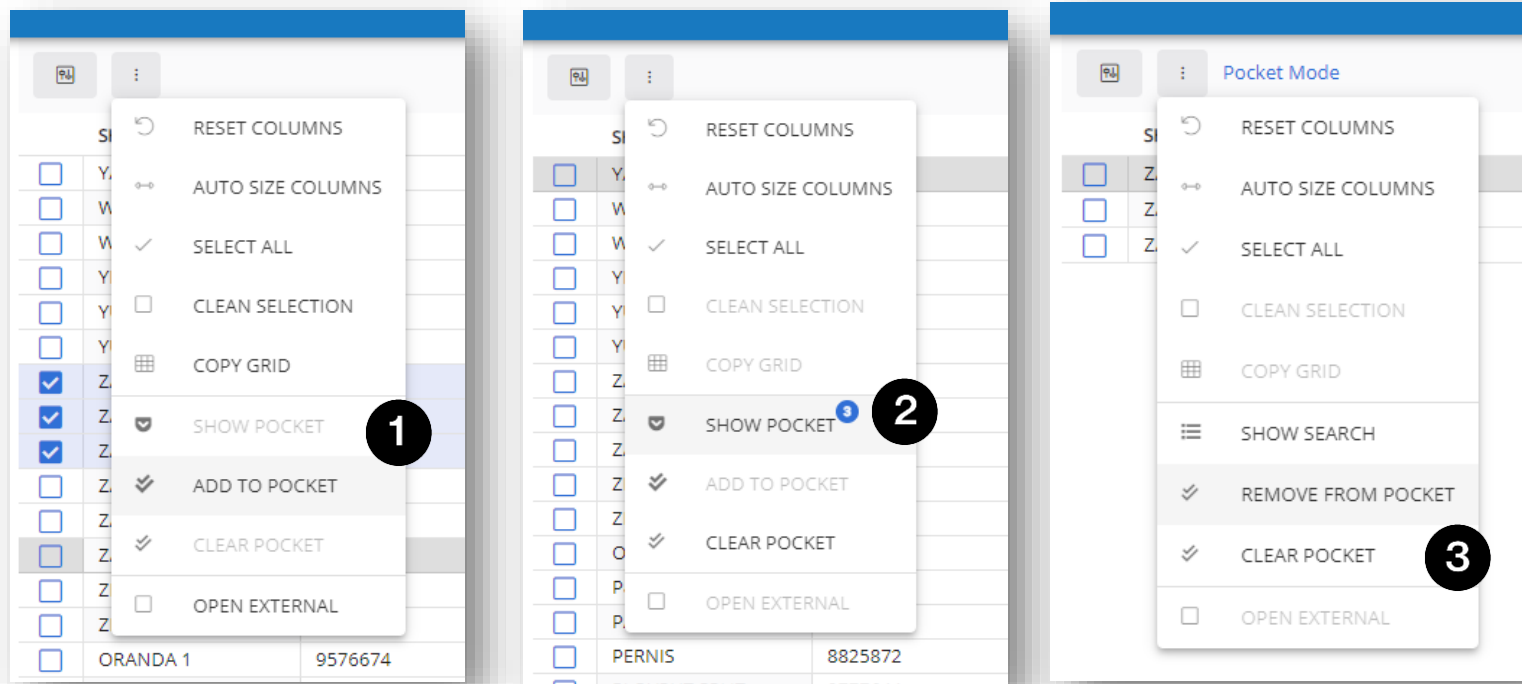
- 1. Search Screen:** A vertical panel on the left with input fields for Name, IMO, DWT, Year built, Country, Type, Yard name, Last advice, and Sale status. It includes a 'Clear' button and a 'SEARCH' button.
- 2. List of Vessels:** A table with columns: SHIP NAME, IMO, EXNAME, TYPE, SUBTYPE, DWT, DRAFT, LDT, LOA. The vessel 'ZHONG YUAN QING DAO' is selected, indicated by a blue checkmark in the first column.
- 3. Vessel Details:** A panel on the right showing technical and commercial details for 'ZHONG YUAN QING DAO'. It includes sections for SHIP DETAILS, OWNERSHIP, and CLASS/SURVEYS. A 'FILES' icon is highlighted with a hand cursor.

SHIP NAME	IMO	EXNAME	TYPE	SUBTYPE	DWT	DRAFT	LDT	LOA
<input type="checkbox"/> ZHONG ZHI	7728390	Heng Yu	BC		20,140	9.19		155.33
<input type="checkbox"/> ZHONG ZHE 7	9211121	NORDIC AARHUS	BC		52,068	12.04		189.90
<input type="checkbox"/> ZHONG ZHE 6	9185786	SALANDI	BC		74,502	13.82		225.00
<input type="checkbox"/> ZHONG ZHAN	8601824	Baltic Ace	TANKER		39,350	12.00		190.00
<input type="checkbox"/> ZHONG YUN 1	8671386		BC		23,476	10.30		159.40
<input type="checkbox"/> ZHONG YUE 1	7330208	Guang Shen	BC		29,812	10.81		190.02
<input checked="" type="checkbox"/> ZHONG YUAN QING DAO	9120762	COSCO QINGDAO	CONTAINER		69,285	14.00		280.00
<input type="checkbox"/> ZHONG YUAN HAI YUN KAI	9837640	COSCO DALIAN	GENERAL C		62,000			
<input type="checkbox"/> ZHONG YUAN HAI YUN JIN	9846495	COSCO DALIAN	GENERAL C		62,000			
<input type="checkbox"/> ZHONG YUAN HAI YUN CHI	9837652	COSCO DALIAN	GENERAL C		62,000			
<input type="checkbox"/> ZHONG YUAN 18	8517114		TANKER		16,970	9.36		151.50
<input type="checkbox"/> ZHONG YU 58	9419060		CONTAINER		11,806	7.65		139.36
<input type="checkbox"/> ZHONG YU 57	8672744	ZHE YUAN 2	GENERAL C		12,248	7.80		140.19
<input type="checkbox"/> ZHONG YU 28	9604201	ZHONG TUO 89	BC		24,218	10.35		159.99
<input type="checkbox"/> ZHONG YOU HAI 512	9364069	SHANDONG WEIHAI	TANKER		1,357	2.50		86.60
<input type="checkbox"/> ZHONG YOU HAI 511	9364057	SHANDONG WEIHAI	TANKER		1,357	2.50		86.60
<input type="checkbox"/> ZHONG YOU HAI 298	9630341	HAN LI SHI 2 H	OFFSHORE/		3,214	6.20		77.00
<input type="checkbox"/> ZHONG YOU HAI 282	9500027		OFFSHORE/		1,691	4.80		72.50
<input type="checkbox"/> ZHONG YOU HAI 281	9488255		OFFSHORE/		1,691	4.80		72.50
<input type="checkbox"/> ZHONG YOU HAI 264	9598531	Guangzhou Huangpu 2	OFFSHORE		1,800	4.80		70.40
<input type="checkbox"/> ZHONG YOU HAI 263	9589700	Guangzhou Huangpu 2	OFFSHORE		1,666	4.80		70.40
<input type="checkbox"/> ZHONG YOU HAI 262	9510917		OFFSHORE		1,800	4.80		70.40
<input type="checkbox"/> ZHONG YOU HAI 261	9508184		OFFSHORE		1,800	4.80		70.40
<input type="checkbox"/> ZHONG YOU HAI 252	9417282		OFFSHORE/		738	4.00		67.20
<input type="checkbox"/> ZHONG YOU HAI 251	9417232		OFFSHORE/		737	4.00		67.20
<input type="checkbox"/> ZHONG YI YI HAO	7939171	Xin Hua 3	GENERAL C		3,663	6.02		101.15
<input type="checkbox"/> ZHONG YI 1	9817547	CAI JUN 7	BC		14,813			143.80
<input type="checkbox"/> ZHONG YE	7926942	Viento	BC		23,960	9.95		160.38
<input type="checkbox"/> ZHONG YANG MEN	9743306	TAIZHOU KOUAN TK11	GENERAL C		55,444	12.90		189.99
<input type="checkbox"/> ZHONG YANG MEN	7620574	Splendour	GENERAL C		24,815	10.37		179.00
<input type="checkbox"/> ZHONG YA 3	8677251	NAN HE 3	BC		6,758	2.40		92.82
<input type="checkbox"/> ZHONG XING MEN	9743332	TAIZHOU KOUAN TK11	GENERAL C		55,500	12.90		189.99

1. Having selected "SnP" from the toolbar, the SnP interface is divided into three parts. On the left is the search screen.
2. In the middle of the screen is the list of vessels.
3. On the right there are displayed the technical and commercial details of the chosen vessel (ticked and highlighted above), along with the related messages, files and advices.
4. The selected vessel details can be opened in a new tab by clicking on the icon (this function does not however work when multiple vessels are selected).



3 SnP MODULE “POCKET”



Within the S&P module there is a feature called the “Pocket”. This is a way to keep a temporary short list of vessels as selected from the full vessel list. Being only temporary, it is automatically deleted when the CompassAir screen is either refreshed or re-loaded.

1. From the full list, those vessels of particular interest are first selected using the tick box next to each vessel name. Clicking on the ellipsis button reveals a drop down menu whereby the selected vessels can then be added to the “Pocket”.
2. The S&P screen effectively now has two modes: the full vessel list and the “Pocket” (toggling between the two is achieved by clicking on “Show Pocket” or “Show Search”).
3. The “Pocket” can be edited or cleared using the drop down menu, or alternatively deleted by either exiting or using screen refresh.



4 VESSEL ADVICES

The screenshot displays the CompassAir S&P module interface. On the left, there is a sidebar with navigation options: Messages, Discussions, Contacts, Circulars, Calendar, Documents, Ships, S&P, Positions, Fixtures, and Commercial History. The main area is divided into three sections:

- Vessel List:** A table with columns: SHIP NAME, IMO, EXNAME, TYPE, SUBTYPE, DWT, DRAFT, LDT, LOA, BI. The vessel 'JASON' (IMO 7937666) is selected.
- Vessel Details:** A pop-up window for 'Jason' (IMO #1533995) showing contact information for DREAMTECH Software Ltd and a message from John Smith.
- Advices:** A list of messages with columns: FROM, TO, DATE, and SUBJECT. A message from 'ThinkCompass Software' dated 28 Jul 2015 12:16 is highlighted.

Red circles with numbers 1 and 2 highlight the 'ADVICES' tab and the 'ThinkCompass Software' message, respectively.

1. When a vessel is selected from the list within the S&P module, the vessel details are shown on the right hand side of the screen (these details can be opened in a new window by clicking on the icon next to the vessel name). In addition to Details, Messages and Files, all of which provide easy access to information related to that vessel, there is an “Advices” tab.
2. Where the advice is available to view, it can be seen by clicking on the blue hyperlink above the advice.



5 COMMERCIAL HISTORY SALES LOG

The screenshot displays the CompassAir web interface. At the top, there is a navigation bar with the user's name 'Tom Smith' and various icons. Below this is a table of vessel sales data. A red 'SEND' button is visible in the top right corner of the table area, with a '1' in a black circle next to it. A dropdown menu is open next to the 'SEND' button, showing options for 'SALES REPORT' and 'SALES REPORT (TEXT)'. Below the table, an email editor window is open, showing a '2' in a black circle over the 'To:' field. The email editor contains a table of vessel details, including IMO, Type, Date, Current Name, Sold Name, Year, DWT, Yard, Enbloc Price, Unit Price, and Buyer.

IMO	Type	Date	Current Name	Sold Name	Year	DWT	Yard	Enbloc Price	Unit Price	Buyer
9259381	CONTAINER	01/12/2002	TANTO NUSANTARA	JANDAVID S	2003	33,232	NAIKAI ZOSEN - SETODA	-	30,799,999	-
9088641	CONTAINER	30/09/2009	TANTO PERMAI	TANTO PERMAI	1994	11,250	SHIN KURUSHIMA AKITSU	-	5,000,000	-
8812746	CONTAINER	01/06/1992	TANTO LESTARI	MAERSK ASIA QUARTO	1989	9,918	SHIN KURUSHIMA AKITSU	-	12,600,000	-
8130928	CONTAINER	01/09/1995	TANTO LUMOSO	ROYAL ACCORD	1982	11,973	TAIHEI AKITSU	-	7,500,000	-
7506534	GENERAL CARGO	01/01/1993	TANTO MANDIRI	BUNGA GELANG	1976	3,900	MURAKAMI HIDE	-	1,000,000	-
7113351	GENERAL CARGO	01/08/1989	TANTO PERMAI II	TANTO PERMAI II	1971	7,450	NOBISKRUG WERFT - GFR	-	1,625,000	-
7113351	GENERAL CARGO	01/02/1983	TANTO PERMAI II	TANTO PERMAI II	1971	7,450	NOBISKRUG WERFT - GFR	-	2,500,000	-

1. Sales Log reports can be exported directly from Commercial History, in either HTML or Text formats, in one of two ways. Having used the search function to produce a list of vessels, individual vessels from that list can be selected by ticking the box next to the vessel name. The user then has two options when exporting the data relating to these selected vessels. The first is to copy the data to the clipboard. This is achieved by clicking the copy button (to the left of the red “Send” button) and selecting either “Sales Report” (i.e. HTML format) or “Sales Report (Text)” (i.e. Text format). The data is then available to be pasted into another program, for example, into Word. Alternatively the selected data can be inserted into the body of a new message by clicking on the red “Send” button. Again, two options are available, HTML or Text.
2. Once selected, the vessel details can be sent by email – the message editor opens automatically.



6 COMMERCIAL HISTORY REPORT

The screenshot shows the CompassAir web interface with a search filter for 'GAS TANKER' and '2009'. A table of vessels is displayed with columns: Current Name, Sold As, IMO, Sale Date, Type, SubType, DWT, TEU, Year, Yard, Country, Sale Type, Price, Enbloc Price, LDT, Buyer, Seller, and Comment. A context menu is open over the table with options: RESET COLUMNS, AUTO SIZE COLUMNS, SELECT ALL, CLEAN SELECTION, and COPY GRID. An Excel spreadsheet is overlaid, showing the data grid copied from the table.

Current Name	Sold As	IMO	Sale Date	Type	SubType	DWT	TEU	Year	Yard	Country	Sale Type	Price	Enbloc Price	LDT	Buyer	Seller	Comment
MARYCAM SWAN	MARYCAM SWAN	9409168	28/02/2009	GAS TANKER	LPG Tanker	16772	2009	HYUNDAI HEAVY INDS - U	KOREA, SOUTH	Sale	42000000	8160					Tachibanaya Co Ltd
MAGELLAN SPIRIT	MAERSK MAGELLAN	9342487	28/02/2009	GAS TANKER	LNG Tanker	82265	2009	SAMSUNG HEAVY INDUSTRI	KOREA, SOUTH	Sale	175000000	31494					Teekay Corp
EPIC BORACAY	BOTAFOGO GAS	9521588	2009	GAS TANKER	LPG Tanker	6519	2009	MURAKAMI HIDE	JAPAN	Sale	11000000	3654					Epic Gas Shipholding Pte Ltd
EPIC BORACAY	BOTAFOGO GAS	9521588	2009	GAS TANKER	LPG Tanker	6519	2009	MURAKAMI HIDE	JAPAN	Sale	12800000	3654					Parsan Energi Yatirim AS
CORAL PEARL	CASTEL NUOVO	9425253	2009	GAS TANKER	LPG Tanker	8602	2009	SEKWANG HEAVY INDUSTRI	KOREA, SOUTH	Sale	25800000	4511					Anthony Veder Rederij BV
CORAL PATULA	CASTEL SANT ELMO	9425241	31/08/2009	GAS TANKER	LPG Tanker	8571	2009	SEKWANG HEAVY INDUSTRI	KOREA, SOUTH	Sale	25800000	4542					Anthony Veder Rederij BV
CORAL MONACTIS	CASTELLO DI GRADARA	9373735	31/05/2009	GAS TANKER	LPG Tanker	4026	2009	PESARO	ITALY	Sale	12300000	2353					Anthony Veder Rederij BV
BW ODIN	PROSPECT	9387762	11/06/2014	GAS TANKER	LPG Tanker	58551	2009	HYUNDAI HEAVY INDS - U	KOREA, SOUTH	Sale	85000000	19013					Rptd Sold Undisclosed Interest
BEYKOZ	BEYKOZ	9558945	28/02/2015	GAS TANKER	LPG Tanker	8677	2009	ASAKAWA	JAPAN	Sale	27000000	5029					Aygaz AS

1. For a full Commercial History report, rather than an abbreviated Sales Report, first select the vessels of interest from the search box. In this example, Gas Tankers built in 2009.
2. Select those vessels that should be included in the report using the tick boxes, then after clicking on the ellipsis chose "Copy Grid".
3. Finally, copy into another application such as Excel.



7 SnP ADVICE CREATION

The image displays three overlapping screenshots of a mobile application interface, illustrating the steps to create an SnP advice. The top screenshot shows a message screen with a red box around an "Advice" bar (1). The middle screenshot shows the "Vessel" and "Advice" screens with a black circle around the "Add ship" button (2). The bottom screenshot shows the "Advice" and "Source" screens with a black circle around the text input field (3).

Vessel

Name	Type	DWT	YOB	COB
G & G	TANKER		2014	INDONESIA
D & D	TANKER		2013	INDONESIA

Advice

Date	Auto	Internal	Advice
10/11/2020	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Source

Date	Type	Message Nr	Source
10/11/2020	Email	2006334	paul.morris@abcbrokers.com

1. SnP advices can now be created directly from the message screen. On the right-hand side of the message is a grey "Advice" bar. Clicking on this expands the Advice window.
2. To create an advice a vessel (or vessels) must first be added, with names being autosuggested via a dropdown menu linked to the Ships Database.
3. Once added, the advice can be created. Having created the advice, the source can also be added, the option types being one of Email, Fax, Mobile, Phone, Skype or Web. When typing in the Source field it is autocompleted by accessing the companies and contacts contained within the client's address book.



8 APPENDING TO AN ADVICE (EDITING ADVICE)

The image displays two screenshots of a software interface for managing vessel advice. The interface is titled 'Vessel' and 'Tom Smith'.

Left Screenshot: Shows a list of vessels and a list of advice items. A hand cursor is pointing to the first advice item, 'Vessel ready to inspect...'. A red circle with the number '1' is overlaid on the 'Add ship' button, and a red circle with the number '2' is overlaid on the advice item being selected.

Name	Type	DWT	YOB	COB
KORABI	GENERAL CARGO	1550	1960	ITALY

Date	Auto	Internal	Advice
11/10/2020	N	N	Vessel ready to inspect...
9/10/2020	N	N	Available whenever the...
2/10/2020	N	N	Discussed with Paul M...
1/10/2020	N	N	Information available in...
19/2/2020	N	N	Vessel particulars are at...

Date	Type	Message Nr	Source
11/10/2020	Email	2064098	Paul Morris
11/10/2020	Email	2064097	Paul Morris
7/10/2020	Email	2063998	IHS GLOBAL LIMITED

Right Screenshot: Shows the edit form for the selected advice item. The text box contains the updated message: 'Vessel ready to inspect on 12/12/20'. A red circle with the number '3' is overlaid on the text box. The 'SAVE' and 'CANCEL' buttons are visible at the bottom of the form.

Name	Type	DWT	YOB	COB
KORABI	GENERAL CARGO	1550	1960	ITALY

Date	Auto	Internal	Advice
11/10/2020	N	N	Vessel ready to inspect...

Date: 11/10/2020 Auto Internal

Vessel ready to inspect on 12/12/20

Update on inspection time and location as

SAVE CANCEL

Date	Type	Message Nr	Source
9/10/2020	N	N	Available whenever the...
2/10/2020	N	N	Discussed with Paul M...
1/10/2020	N	N	Information available in...
19/2/2020	N	N	Vessel particulars are at...

Date	Type	Message Nr	Source
8/3/2021	Email	2064098	Paul Morris
8/3/2021	Email	2064097	Paul Morris
7/10/2020	Email	2063998	IHS GLOBAL LIMITED

1. An existing advice can be updated, or edited, from an email. Click on the grey advice bar and type in the name of the vessel, in this case Korabi.
2. Next, click on the advice to be updated which open the text box.
3. Update the advice in the text box and then save.



9 APPENDING ADVICE SOURCE

Vessel

Name	Type	DWT	YOB	COB
KORABI	GENERAL CARGO	1550	1960	ITALY

Advice

Date	Auto	Internal	Advice
11/10/2020	N		Vessel ready to inspect..
9/10/2020	N		Available whenever the
2/10/2020	N	N	Discussed with Paul M...
1/10/2020	N	N	Information available in...
19/2/2020	N	N	Vessel particulars are at...

Source

Date	Type	Message Nr	Source
11/10/2020	Email	2064098	Paul Morris
11/10/2020	Email	2064097	Paul Morris
7/10/2020	Email	2063998	IHS GLOBAL LIMITED

Source Form

Date	Type	Message Nr	Source
11/10/2020	Email	2064098	Paul Morris

Source Table

Date	Type	Message Nr	Source
11/10/2020	Email	2064097	Paul Morris
7/10/2020	Email	2063998	IHS GLOBAL LIMITED

1. Often with circular emails, the same advice content will be available from different sources. The advice can be updated to record an additional source. For example, if this information is seen in a second email, open as before the advice for the particular vessel by entering its name (see 8.1 above). After that, click on the relevant advice.
2. Doing so will reveal the existing sources for that advice in the lower section of the screen.
3. To record the additional source, click the plus icon, entering the appropriate information.



10 VESSEL COMMENTS

The screenshot shows the CompassAir interface. On the left is a navigation sidebar with icons for Messages, Discussions, Contacts, Circulars, Calendar, Documents, Ships, S&P, Positions, Fixtures, and Commercial History. The main area displays a table of vessels with columns: SHIP NAME, IMO, EXNAME, TYPE, SUBTYPE, DWT, DRAFT, LDT, LOA, and B. The vessel 'JASON' with IMO 7937666 and EXNAME 'Shokyu' is selected. On the right, a panel for 'JASON' has tabs for DETAILS, MESSAGES, FILES, ADVICES, and COMMENTS. The COMMENTS tab is active, showing a text input field labeled 'Enter comment...' and 'SEND' and 'SAVE' buttons. A red circle with the number '1' is placed over the comment input field.

SHIP NAME	IMO	EXNAME	TYPE	SUBTYPE	DWT	DRAFT	LDT	LOA	B
<input type="checkbox"/> JASPER	9300233		OFFSHORE/		1,624	4.85		60.00	
<input type="checkbox"/> JASON-Q	7130165	Shinko Maru	GENERAL C		449	2.79		39.02	
<input type="checkbox"/> JASON REINAUER	7437056	Walton	TUG			4.11			
<input type="checkbox"/> JASON K. MCCALL	9256274		OFFSHORE			1.94		48.77	
<input type="checkbox"/> JASON III	8824622	Masuriki Maru No. 5	GENERAL C		600	3.60		49.60	
<input type="checkbox"/> JASON II	8827404	Strilkyn	OFFSHORE		22	2.62		23.34	
<input type="checkbox"/> JASON HADJ	7011474	JASON	FERRY			1.33		45.45	
<input type="checkbox"/> JASON DJA	9606261	SEALINK 203	OFFSHORE/		591	4.20		48.00	
<input type="checkbox"/> JASON	9377808	Narrator	TANKER		5,733	6.60		105.50	
<input type="checkbox"/> JASON	9390111		GENERAL C		3,686	5.49		87.82	
<input type="checkbox"/> JASON	9320922	Bourbon Apsara	OFFSHORE/		2,100	5.95		67.00	
<input checked="" type="checkbox"/> JASON	7937666	Shokyu	GENERAL C		400				
<input type="checkbox"/> JASMUND	9734331	NSS 003	MISCELLAN					19.25	
<input type="checkbox"/> JASMINE-I	8647361		TUG			1.85		20.30	
<input type="checkbox"/> JASMINE STAR	9724489	GUANGDONG YUEXIN	TUG		147	3.50		30.00	
<input type="checkbox"/> JASMINE S	9279721	BIENDONG MELODY	TANKER		45,937	12.02		179.88	
<input type="checkbox"/> JASMINE PROTECTOR	6619683	Jasmine	MISCELLAN		1,473	2.70		55.35	
<input type="checkbox"/> JASMINE OF SEA	8311027	PORT SAID	GENERAL C		12,620	9.05		150.17	
<input type="checkbox"/> JASMINE KNUTSEN	9273557		TANKER		148,644	17.02		277.00	
<input type="checkbox"/> JASMINE EXPRESS	9288370		TANKER		46,999	12.53		182.50	
<input type="checkbox"/> JASMINE DEE	9514482	Turker 18	TANKER		8,500	7.20		124.00	
<input type="checkbox"/> JASMINE CORAL	9691319	SHITANOE 1315	GAS TANKE		3,826	5.41		97.69	
<input type="checkbox"/> JASMINE A	9342827	RED JASMINE	BC		76,596	14.14		224.94	
<input type="checkbox"/> JASMINE 201	9207417	QATAR OCEAN	BC		73,807	13.87		225.00	
<input type="checkbox"/> JASMINE 1	7030987	MELISSA K	RO-RO CAR		3,337	5.18		101.39	
<input type="checkbox"/> JASMINE	8777611		TANKER		162	2.34		24.00	
<input type="checkbox"/> JASMINE	9131503		MISCELLAN		2	1.24		13.71	
<input type="checkbox"/> JASMINE	6519546	Haj Ali	GENERAL C		2,250	5.01		72.47	
<input type="checkbox"/> JASMINE	9066112	KOSFI MARI I	TANKER		2,202	5.79		88.50	

1. Having selected a vessel from the SnP screen, comments (up to 1,000 characters) can be added and then attached to that vessel.

