

Lawnet Portal User Manual

PERCETAKAN NASIONAL MALAYSIA BERHAD

Unit Lawnet

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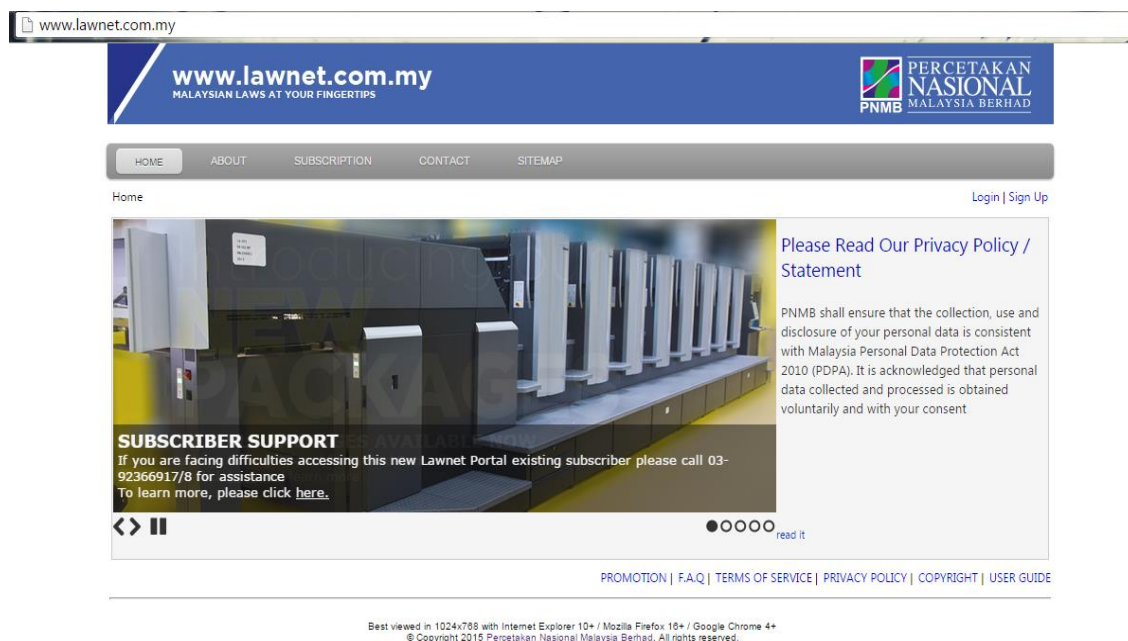
cservice@printnasional.com.my

1.0 Introduction

Percetakan Nasional Malaysia Berhad has revamped it's Lawnet Portal to better serve our valued subscriber in 2015.

To access Lawnet Portal you need to have a Personal Computer with Internet Connection. For better view Compatible Browser is Internet Explorer version 10 and above, Mozilla Firefox version 16 and above and Google Chrome version 4 and above.

Simply point your browser URL to <http://www.lawnet.com.my> to use new Lawnet Portal.

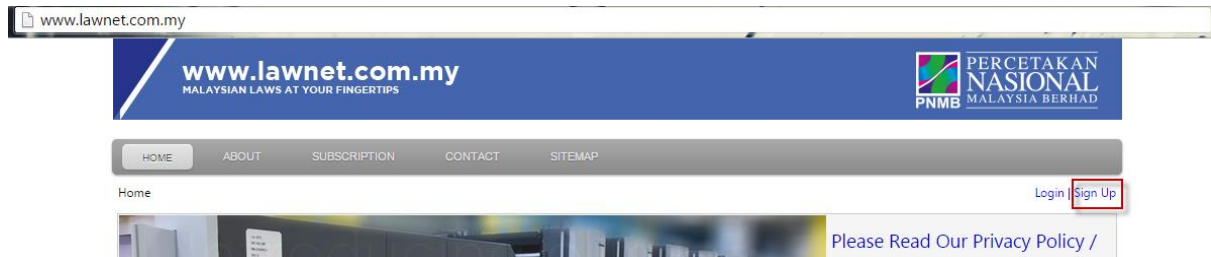


2.0 Subscribing Online / Offline

One of the major improvements for the New Lawnet Portal is facility to pay online. Before we proceed further, this user manual will guide you thru the signup process which enable Lawnet to communicate with you in future.

2.1 Signing Up

To signup click signup



Fill up all the Required Details

Please fill up the Company's detail (then Individual's detail next page)

Basic Profile					
Organization Name	<input type="text"/>	*	Category	<Not Specified>	*
Address	<input type="text"/>	*	Industry	<Not Specified>	*
	<input type="text"/>		Phone	<input type="text"/>	*
Town/City	<input type="text"/>	*	Fax	<input type="text"/>	
Postcode	<input type="text"/>	*	Email	<input type="text"/>	*
State	Johor	*	Website	<input type="text"/>	
Country	MALAYSIA	*			
Contact Detail					
Contact Name	<input type="text"/>	*	Designation	<input type="text"/>	*
Telephone	<input type="text"/>	*	Mobile	<input type="text"/>	
Contact Name	<input type="text"/>		Designation	<input type="text"/>	
Telephone	<input type="text"/>		Mobile	<input type="text"/>	
How do you know about LawNet Online Library?		<Not Specified>	*		
<input type="checkbox"/> I agree that I have read and understood LawNet Terms of Service					
					Next

Field that are marked with (*) are compulsory to enter and make sure you entered valid e-mail as Activation e-mail will be sent for verification.

3

Review Lawnet Terms of Service and Click Agree if you agree to proceed. Click Next.

Specify your preferred username and check for availability

Please fill up Individual's details

Login Detail

User ID

First Name

Email

Password

Last Name

Confirm Email

Confirm Password

Add User

Users

Next

Click Add User. If user name are not taken you may see a row of username has been added to your customer profile.

Please fill up Individual's details

Login Detail

User ID

First Name

Email

Password

Last Name

Confirm Email

Confirm Password

Add User

Users

UserName	First Name	LastName	Email	Delete
user123	User	Test	muzahar.mukhtar@gmail.com	X

Next

Click Next

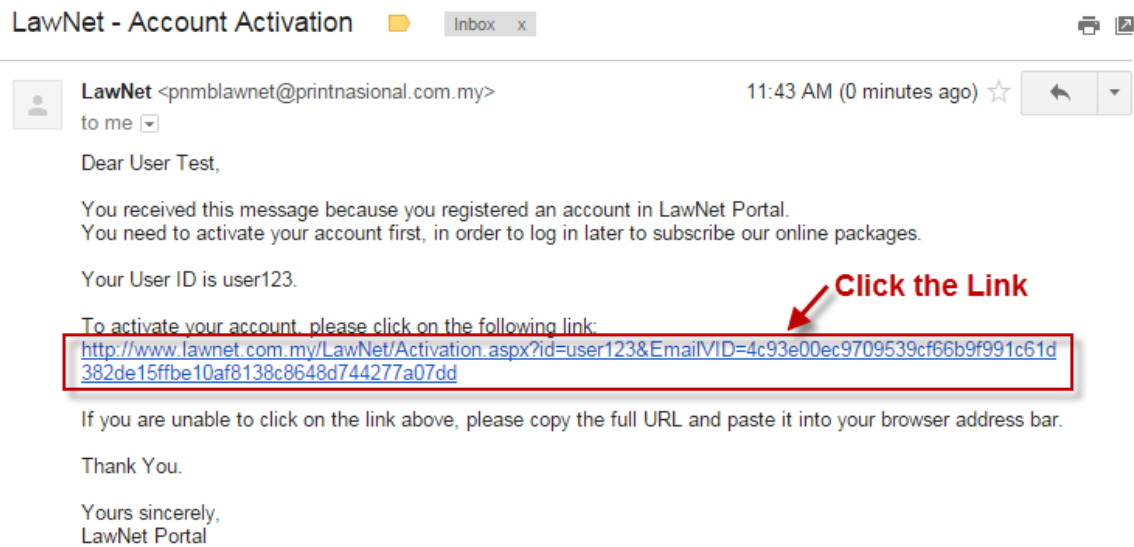
Sign Up

Summary

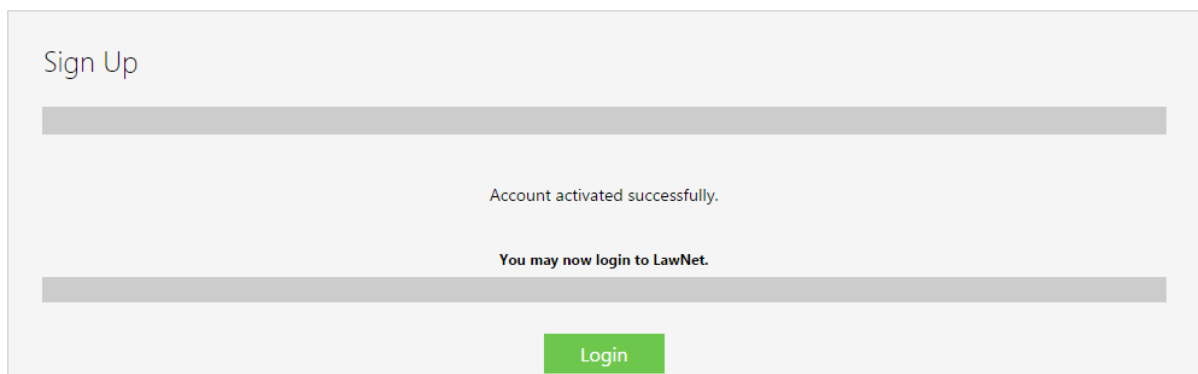
Thank you for signing up!

We have sent a verification email to your email address.
Kindly check your email inbox (including junk/spam) and follow the instructions to complete your registration.

- 4 Check E-Mail for Activation E-Mail. You are required to click the link provided in the e-mail before account is activated.



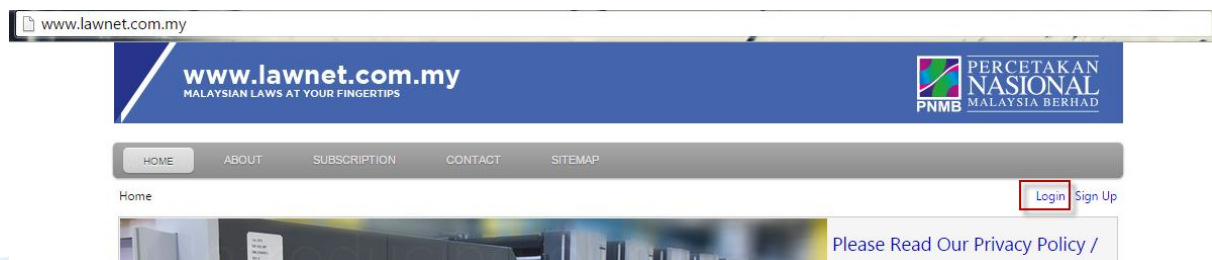
System will display User account has been activated after clicking the link provided.



2.2 Subscribing Online

To subscribe, login first using the user name that has been activated just now in section 2.1

To login, click Login link



Enter your user name and password and click login

Log In

or [sign up](#)

Log in ID:

Password:

[Forgot your password?](#)

Notice the Main Menu

The screenshot shows the LawNet.com.my homepage. At the top is a blue header with the website name and logo. Below it is a grey navigation bar with buttons for HOME, ABOUT, SUBSCRIPTION, CONTACT, and SITEMAP. The main content area has a welcome message and a reminder to subscribe. A red arrow points to the 'Main Menu of Portal' text.

www.lawnet.com.my
MALAYSIAN LAWS AT YOUR FINGERTIPS

PERCETAKAN NASIONAL MALAYSIA BERHAD
PNMB

HOME ABOUT SUBSCRIPTION CONTACT SITEMAP

Home > Welcome

Welcome user123 | [Logout](#)

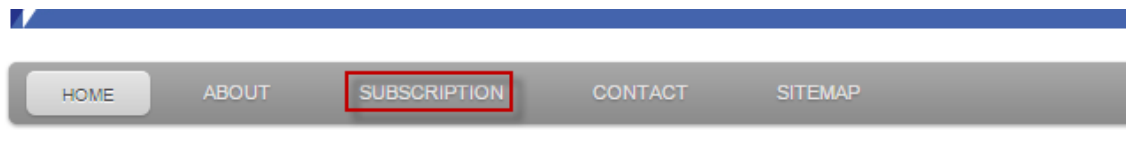
[Law Library](#) | [E-Gazette](#) | [Index](#) | [Latin Dict.](#) | [Istilah](#) | [Forum](#)

Main Menu of Portal

Welcome to LawNet.com.my

Reminder:
If you have not subscribed any package yet, please click [SUBSCRIPTION]'s button (located at Top Menu) to select your preferred package.

At this moment of time, you are not allowed to click Law Library and E-Gazette as there is no valid subscription. To subscribe, click Subscribe on the Top Menu.



6

System will display Packages Pricing: -

Subscribe Package

Subscription Detail

No.	Package Name	Package Description	Detail	Price* (RM)
1	Package A	Acts Supplement, Legislative Supplement A&B, Court Rules, Codes, Constitution, Court Form, Procedures, Ordinances, Bills Supplement, Perintah-perintah Am, Gazette Notification (Main Gazette), (HDA), (ID), (Patents), (Trademark), Istilah, Latin Dictionary, & all States.	Detail	1100.00
2	Package B	This package consists of everything except for the State governments' gazettes. For any individually added state gazette, the customers will need to pay an extra RM 100.	Detail	1000.00
3	Package C	Acts supplement, Legislative supplement A&B (Federal)	Detail	800.00
4	Package D	Court Rules, Codes, Constitution, Court Form, Procedures, Ordinances, Bills Supplement	Detail	800.00
5	8 hours	Single time access to Law Library (HTML) with limited time period calculated from the moment purchase was made	Detail	150.00
6	5 hours	Single time access to Law Library (HTML) with limited time period calculated from the moment purchase was made	Detail	100.00
7	2 hours	Single time access to Law Library (HTML) with limited time period calculated from the moment purchase was made	Detail	50.00

*The prices above do not include GST (Good & Service Taxes)

Subtotal RM 1100.00

Select Package

Package A ▼ *

Select Package

Next

Select your desired packages and, Click Next.

Subscribe Package

Summary

User ID	user123
Selected Package	Package A
Package Price (RM)	RM 1100
GST (%)	0%
Grand Total	RM 1,100

Payment Option


☒ Internet Banking / Credit Card (coming soon) ☐ Cheque

Back

Next

System will display pricing information for confirmation, if you are not sure click Back or Select Internet Banking the first option and Click Next.

System will redirect you to Bank page. User to select payment method. Normally FPX is selected for Bank that are listed under MEPS Service.




Webcash Payment Switch - Payment Channel Selection


Select your payment channel

Merchant Name : Percetakan Nasional Malaysia Berhad	Order Total : RM1100.00
--	--------------------------------


☐ **Webcash Prepaid**
(Webcash Prepaid Account is available 24 hours)




☐ **CIMBCLICKS Internet Banking**
(Please take note RM1.00 will be added for bank charges)
(Daily Downtime as informed by financial institution 11.00 pm to 01.00 am : Malaysian Time)




☒ **FPX**
(Please take note RM1.00 will be added for bank charges)
(Daily downtime as informed by financial institution is subject to the individual bank's Internet banking service availability)



☐ **RHB Internet Banking**
(Please take note RM1.00 will be added for bank charges)
(RHB Internet Banking service is available 24 hours)



☐ **AffinBank Internet Banking**
(Please take note RM1.00 will be added for bank charges)
(Affin Bank Internet Banking service is available 24 hours)



Fill up your name, email and contact number as bank reference. Before click Submit make sure your browser pop-up-blocker are disabled.

Please fill the following information. It is very important for us to have accurate contact information for us to contact if necessary.


Name*

Contact Number*

Email*

Online payment using Internet Banking and Credit Card require your browser popup blocker to be disabled.
Please [Click here](#) for instruction on how to disabled your browser pop-up blocker

Bank will finalize payment information. If you have satisfied on the information, Click Connect to Bank



Webcash Payment Switch - Payment Channel Selection


Payment Method	: FPX
Merchant Name	: Percetakan Nasional Malaysia Berhad
Shipper's Name	: Percetakan Nasional Malaysia Berhad
Order Ref	: WC20150316165046
Shipping Country	:
Order Amount	: RM1100.00
Bank Charge	: RM 1.00
Total Amount	: RM 1101.00
Order Date	: 16/03/2015
Delivery Charges	: RM 0.00

Online payment using Internet Banking and Credit Card require your browser popup blocker to be disabled.
Please [Click here](#) for instruction on how to disabled your browser pop-up blocker

Connect to Bank

Abort

System will then display a list of Bank to choose and display the appropriate e-banking site for user to login



Webcash Payment Switch - Payment

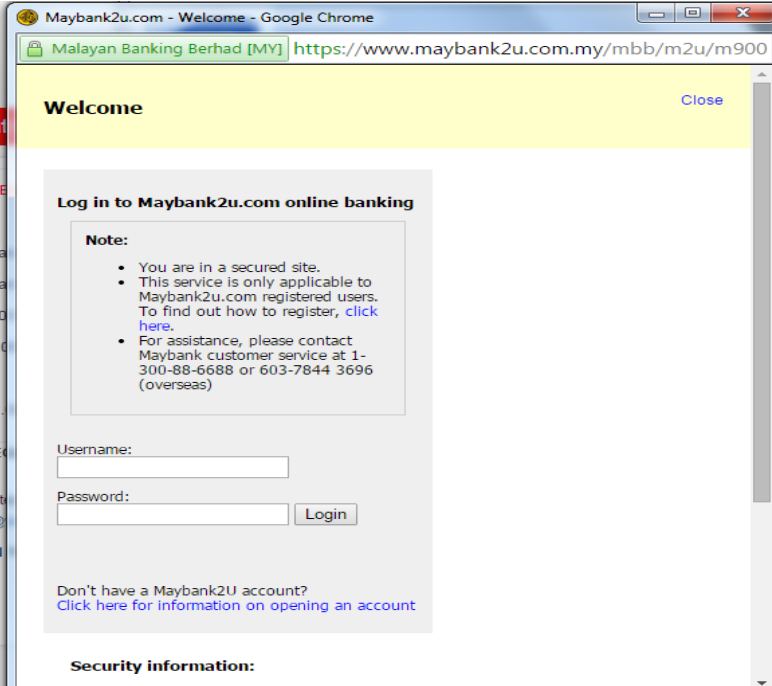
Process	: Pending B
Payment Method	: FPX
Merchant Name	: Percetaka
Shipper's Name	: Percetaka
Order Ref	: WC20150
Order Amount	: RM1100.0
Bank Charge	: RM 1.00
Total Amount	: RM 1101.0

PLEASE WAIT, WE ARE PROCESSING YOUR REQUEST

- The bank may take 15-20 minutes to update.
- Upon successful processing, you will be redirected to the bank's website.
- If you still face problem, email to customer@percetakan.com

PLEASE DO NOT CLICK THE BACK BUTTON ON YOUR BROWSER

Please wait for 30 : 00 ● ● ● ● ●



Maybank2u.com - Welcome - Google Chrome

Malayan Banking Berhad [MY] | <https://www.maybank2u.com.my/mbb/m2u/m900>

Close

Welcome

Log in to Maybank2u.com online banking

Note:

- You are in a secured site.
- This service is only applicable to Maybank2u.com registered users. To find out how to register, [click here](#).
- For assistance, please contact Maybank customer service at 1-300-88-6688 or 603-7844 3696 (overseas)

Username:

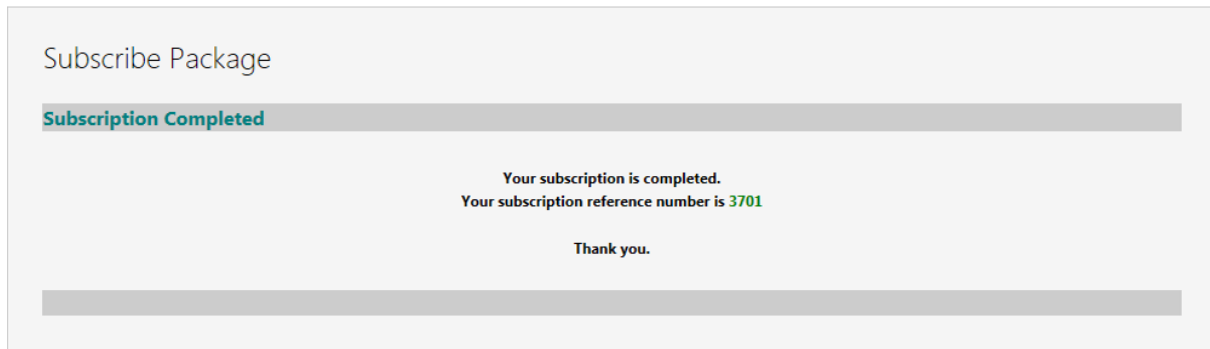
Password:

Don't have a Maybank2U account?
[Click here for information on opening an account](#)

Security information:

[Click here for security information](#)

After payment are received, system will redirect to Payment success page and you may use Lawnet according to package that was purchased



Subscribe Package

Subscription Completed

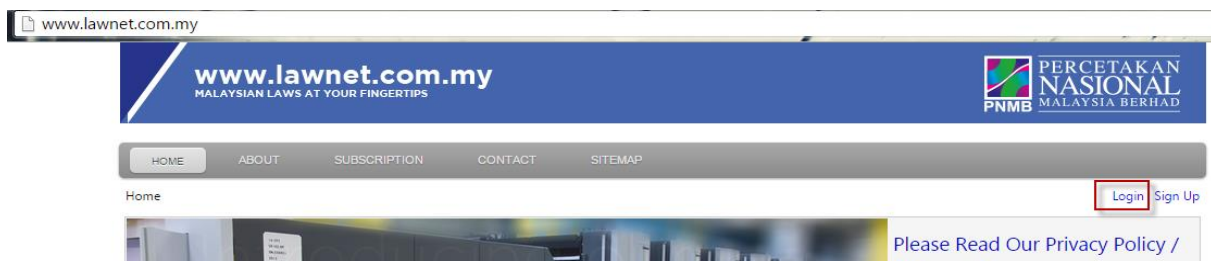
Your subscription is completed.
Your subscription reference number is **3701**

Thank you.

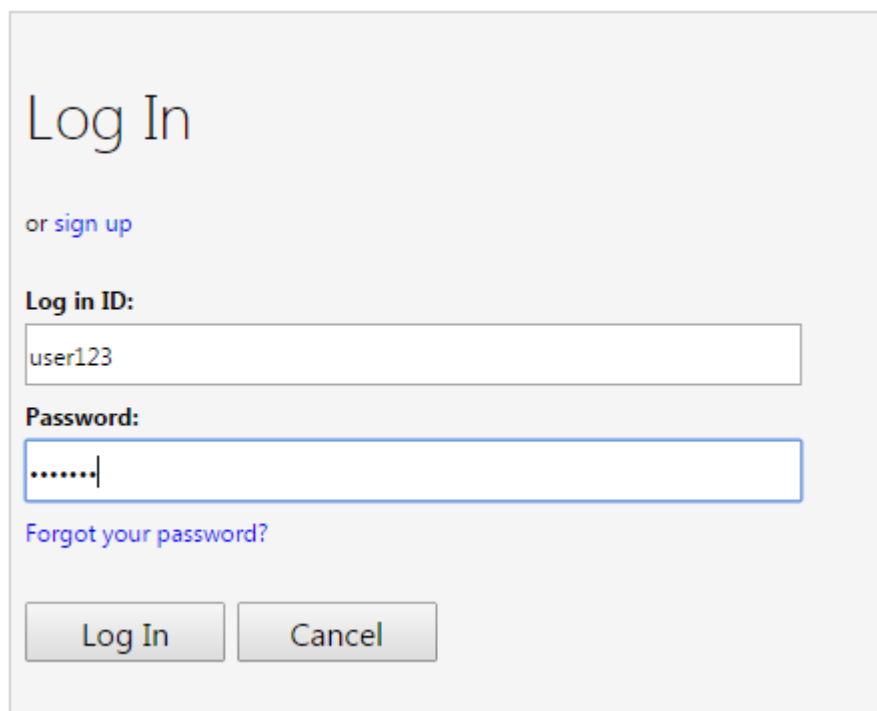
2.3 Subscribing Offline

To subscribe, login first using the user name that has been activated just now in section

To login, click Login link



Enter your user name and password and click login



Log In

or sign up

Log in ID:

user123

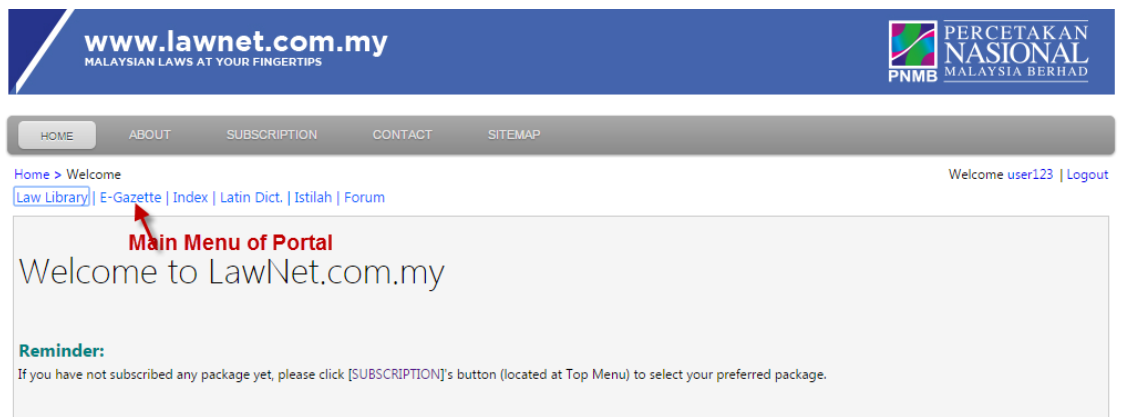
Password:

.....

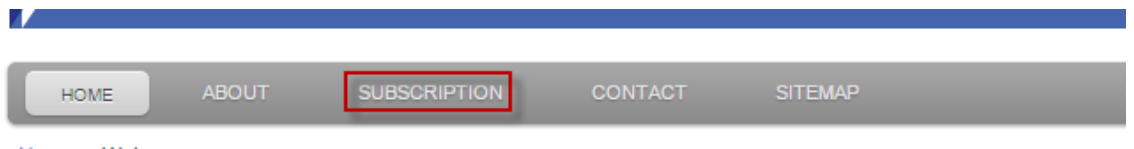
[Forgot your password?](#)

Log In Cancel

Notice the Main Menu



At this moment of time, you are not allowed to click Law Library and E-Gazette as there is no valid subscription. To subscribe, click Subscribe on the Top Menu.



System will display Packages Pricing: -

Subscribe Package

Subscription Detail

No.	Package Name	Package Description	Detail	Price* (RM)
1	Package A	Acts Supplement, Legislative Supplement A&B, Court Rules, Codes, Constitution, Court Form, Procedures, Ordinances, Bills Supplement, Perintah-perintah Am, Gazette Notification (Main Gazette), (HDA), (ID), (Patents), (Trademark), Istilah, Latin Dictionary, & all States.	Detail	1100.00
2	Package B	This package consists of everything except for the State governments' gazettes. For any individually added state gazette, the customers will need to pay an extra RM 100.	Detail	1000.00
3	Package C	Acts supplement, Legislative supplement A&B (Federal)	Detail	800.00
4	Package D	Court Rules, Codes, Constitution, Court Form, Procedures, Ordinances, Bills Supplement	Detail	800.00
5	8 hours	Single time access to Law Library (HTML) with limited time period calculated from the moment purchase was made	Detail	150.00
6	5 hours	Single time access to Law Library (HTML) with limited time period calculated from the moment purchase was made	Detail	100.00
7	2 hours	Single time access to Law Library (HTML) with limited time period calculated from the moment purchase was made	Detail	50.00

*The prices above do not include GST (Good & Service Taxes)

Select Package
Package A

Select Package

Subtotal RM 1100.00

Next

Select your desired packages and, Click Next.

Subscribe Package

Summary

User ID	user123
Selected Package	Package A
Package Price (RM)	RM 1100
GST (%)	0%
Grand Total	RM 1,100

Payment Option

☒ Internet Banking / Credit Card (coming soon) ☐ Cheque

Back Next

System will display pricing information for confirmation, if you are not sure click Back or Select Cheque and Click Next.

Subscribe Package

Summary

User ID	user123
Selected Package	Package B
Package Price (RM)	RM 1000
GST (%)	0%
Grand Total	RM 1,000

Payment Option

☐ Internet Banking / Credit Card (coming soon) ☒ Cheque

Back Next

System will display Bank In instruction as follow : -

Subscribe Package

Subscription Completed

Your subscription is completed.

Your subscription reference number is 4204

Your cheque should be crossed and made payable & bank in to:

[PERCETAKAN NASIONAL MALAYSIA BERHAD]
Maybank Account # 0140-1149-8809.

Please login to LawNet portal again, after your cheque was deposited. You can fill up the bank-in slip at your profile, by entering the invoice's reference number, for our internal verification. Once we verified your payment, we will activate your access to LawNet portal and inform you via email.

Thank you.

After Bank In, to upload cheque deposit slip. Click on your profile name

HOME ABOUT SUBSCRIPTION CONTACT SITEMAP

Home > Subscribe

Law Library | E-Gazette | Index | Latin Dict. | Istilah | Forum

Welcome **user123** Logout

System will display the pending payment information over here.

Click Pay Now

Subscription Packages

Reference No.	Package Name	Package Detail	Status	Expiry Date	
4204	Package B	Detail	Payment not yet received		Pay Now

To fill up your cheque's details, please check your Reference No. and then click Pay Now.

Select Cheque, Enter Bank's Name, Cheque No and Cheque Date. Click Browse to upload the image of the deposit slip

Package Payment

Payment Details

Reference No. 4204

Amount 1000

Payment Method ☐ Web Cash ☒ Cheque

Bank's Name

Cheque No.

Cheque Date

Cheque Deposit Slip [Choose File](#) No file chosen

1MB maximum file size and only jpg/png/tif allowed.

[Upload & Save](#) [Back](#)

At this point of time, you still have the option to pay via Internet Banking by clicking Webcash. Upon selecting Webcash you will be redirected to bank's page.

Refer 2.2 Subscribing Online for guide to pay online.

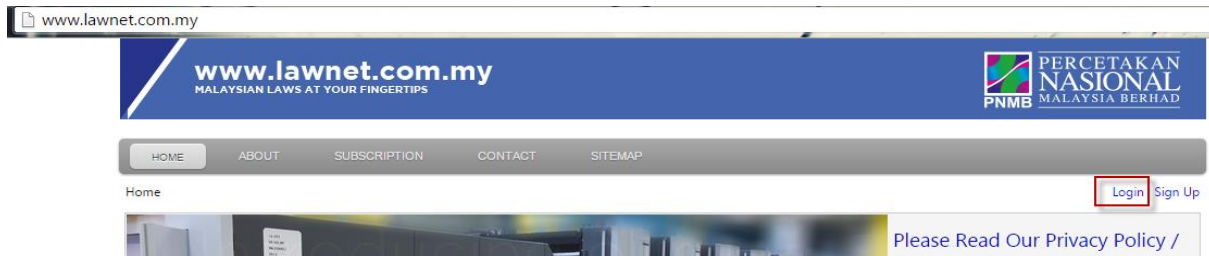
After picking up the right image for the cheque deposit slip. Click Upload & Save.

Please wait for Lawnet to verify the cheque clearance, once paid you will receive email activation

3.0 Portal Content

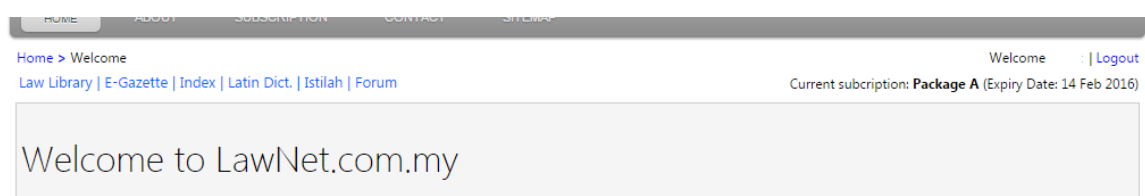
Whether you are paying online / offline once user name are activated you may browse Lawnet Content immediately.

To login, click Login link



Enter your user name and password and click login

Once logged in you may see the Subscription Information at the Home Screen as below



For Paid Subscription, Subscriber can use all the functionalities provided in the new portal.

	Content Description
Library	Compiled Laws
E-Gazette	Malay Gazette
Amendments	Amendments for P.U. (A) or P.U. (B)
Dictionary	Dictionary of more than 5000 words. It is compiled from various sources and by no means conclusive.
Legal Dictionary	Words and phrases commonly used by legal practitioners, lawyers, etc.
Forum	Forum where ideas and views on a particular issue are exchanged.

3.1 Law Library and E-Gazette

1 - Click Menu First

2 - Click Any of the Content

After content page is displayed

15

View Act Content

No	Title
ACT 507	Abattoirs (Privatization) Act 1993
ACT 191	Abduction And Criminal Intimidation Of Witnesses Act 1947 (Revised - 1977)
ACT 134	Aboriginal Peoples Act 1954 (Revised - 1974)
ACT 524	Academy Of Sciences Malaysia Act 1994
ACT 94	Accountants Act 1967 (Revised - 1972)
ACT 505	Administration Of Islamic Law (Federal Territories) Act 1993

You may search by Year, Act No or Title change the search field and put your search key.

No	
ACT 507	Abattoirs (Privatization) Act 1993

Once result is displayed click on the Act Title to View the Act Content

The view might be different between Law Library and E-Gazette as some search field might not be available.

3.2 Index

On the main menu, click on Index to access it.

Enter search key and tap Enter button on keyboard

Search Result:

Notification Of Values Of Crude Petroleum Oil Under Section 12 Customs Act 1967 - P.U.(B) 019/2015 Act 235 - Customs Act 1967 (Revised - 1980)
Customs (Prohibition Of Imports) (Amendment) (No. 3) Order 2015 - P.U.(A) 012/2015 Act 235 - Customs Act 1967 (Revised - 1980)

3.3 Latin Dictionary

On the main menu, click on Latin Dict. to access it.

[Law Library](#) | [E-Gazette](#) | [Index](#) | **Latin Dict.** | [Istilah](#) | [Forum](#)

Latin Dictionary

Enter specific word, term or phrase



Enter search key and tap Enter button on keyboard

Latin Dictionary

Enter specific word, term or phrase

Enter Search key and Click this Button or Press Enter

Latin Word	Meaning in English
bona fide	In good faith, honestly, without fraud, collusion or participation in wrongdoing.
possessio naturalis.	Natural possession; where a person possessed a thing not ex justa causa and bona fide.
possessio civilis.	Civil possession; possession capable of ripening into ownership by usucapio, i.e. if it was free from vitium and held ex justa causa and bona fide.

<< FIRST < PREV 1 OF 1 GO NEXT > LAST >>

3.4 Istilah

On the main menu, click on Istilah to access it.

[Law Library](#) | [E-Gazette](#) | [Index](#) | [Latin Dict.](#) | **Istilah** | [Forum](#)

Istilah

Enter specific word, term or phrase



<< FIRST < PREV

1 OF 1 GO

NEXT > LAST >>

Enter search key and tap Enter button on keyboard

Enter specific word, term or phrase

Enter Search key and Click this Button or Press Enter

Word in English	Translation to B. Malaysia
detainee	orang tahanan
detainee	orang tahanan
detainee	tahanan

<< FIRST < PREV 1 OF 1 GO NEXT > LAST >>

4.0 Changing / Resetting Password

To reset password in case you forgot password just make sure that your email is updated with Lawnet Database.

Home > Login

Log In

or [sign up](#)

Log in ID:

Password:

[Forgot your password?](#)

1 - Click Login

2 - Forgot Your Password

In case you forgotten your password only you may enter your username otherwise you may try to put email address.

Forgot Password

Log in ID or Email

Enter Username or Email

Click Search

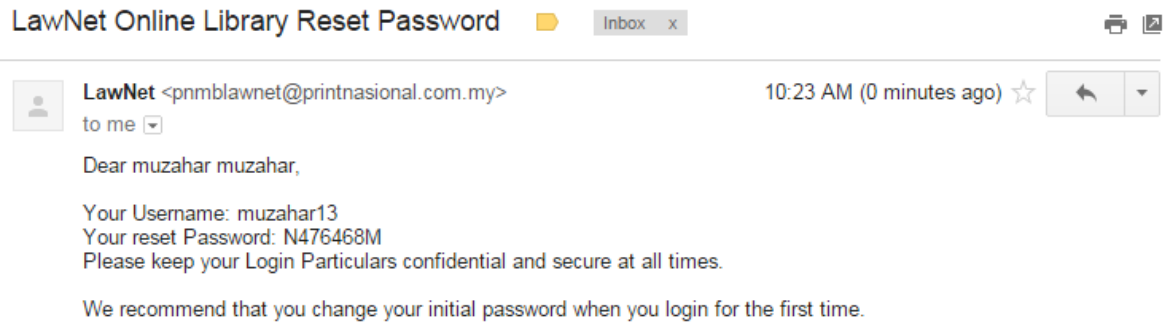
Forgot Password

Log in ID or Email

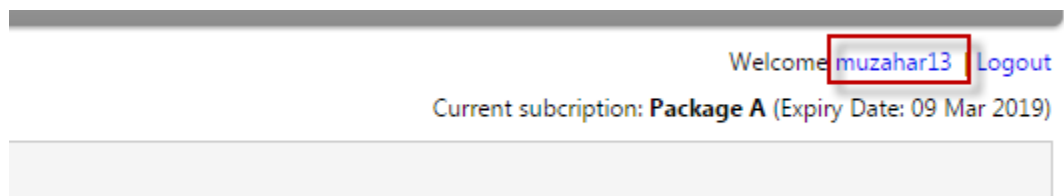
User ID: muzahar13
Email: muzahar.mukhtar@gmail.com
[Send temporary password to muzahar.mukhtar@gmail.com](#)

Click the Link

System will generate e-mail to inform user with new password that has been reset



To change your password, click on your profile name



Enter Current Password and new password. Then click Update Password

Old Password	<input type="password" value="....."/>
New Password	<input type="password"/>
Confirm New Password	<input type="password"/>
	<input type="button" value="Update Passowrd"/>

System will display Profile Updated once password change is successful

Confirm New Password	<input type="password"/>
	<input type="button" value="Update Passowrd"/>
Profile updated.	