



User Manual

BLIS Portal

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1 Homepage

The screenshot shows the BLIS Portal homepage with several key features and annotations:

- Top Menu:** Includes links for HOME, ABOUT BLIS, RATE SHEET, SUBSCRIPTION, HELP, CONTACT US, and MODULES. A red arrow points to the 'Top Menu' label.
- Shopping Cart:** A red arrow points to the 'Shopping Cart' link in the top right corner.
- Global Search:** A search bar with a magnifying glass icon is located below the top menu. A red arrow points to it with the label 'Global Search'.
- Announcement:** A red arrow points to the 'Announcement' section on the left side of the page.
- Disability W3C:** A red arrow points to the 'Disability W3C' icon on the left side of the page.
- List Modules:** A red arrow points to the 'List Modules' section, which includes links for NEWS, ARCHIVE NEWS, ANALYSIS NEWS, INVESTIGATIONS, SECTORAL REPORTS, WHAT'S NEW, SPEECHES, PICTURE FIGURES, DATABASE, DIRECTORY, and CALENDAR EVENTS.
- Statistics:** A red arrow points to the 'Statistics' section, which displays various metrics: 7069252 TOTAL ARTICLES, 126 NEW ARTICLES, 22 USER ONLINE, 3979 CATEGORIES, and 1578638 TOTAL HITS.
- Top News:** A red arrow points to the 'Top News' section, which displays a list of news items with dates and headlines.
- Latest:** A red arrow points to the 'Latest' section, which displays a list of news items with dates and headlines.
- Highlight:** A red arrow points to the 'Highlight' section, which displays a list of news items with dates and headlines.
- Latest Infographics:** A red arrow points to the 'Latest Infographics' section, which displays a list of infographics with titles and dates.
- Trending Videos:** A red arrow points to the 'Trending Videos' section, which displays a list of videos with thumbnails and titles.
- Follow Us:** A red arrow points to the 'Follow Us' section, which displays social media follow counts for Facebook, Twitter, and YouTube.
- Promotion Section:** A red arrow points to the 'Promotion Section' box, which is currently empty.
- Footer:** The footer contains contact information, news channel details, portal services, media relations, and important links.

1.1 What are in Homepage?

Top menu is a header of the page. It is a navigation of the BLIS Portal. Each page has top menu. Top menu is a link to go a page for each section.

Menu	Description
Home	A homepage or main page of the portal
About BLIS	Description/information for all modules in Portal
Rate Sheet	Current information of the subscription price
Subscription	For self-register membership/subscription and information of subscription program
Help	Q&A about using BLIS Portal
Contact Us	An information of how to get in touch with system admin
Modules	Provide link for active modules
Shopping Cart	Only available for unregistered user to purchase content in BLIS Portal
Login	Features for registered user to enter the BLIS Portal
Welcome	A link for registered user to manage their account
Announcement	Formal public statement from BLIS Admin
Global Search	Search for every occurrence of content by any keywords
Module (Image)	A link for each module with search advance features
Total article	Total number of published contents in BLIS
New article	Total number of new published contents
User Online	Current number of user online
Categories	Total number of categories in BLIS
Total hits	The number of times the user visit and total number of downloads
Top News	Highest hit count content/article
Latest	Newest published content
Highlight	The content that has special occurrence
Latest Infographic	Most recent infographic content
Trending Videos	Most recent videos
Promotions	Advertisement from other business or websites.
Important link	List of hyperlinks that might be useful for BLIS user references.
Site map	Link to page sitemap according to BLIS menu

2 General

2.1 How to Get Information About BLIS

You can get more information about BLIS at About BLIS.

ABOUT BLIS
All about BLIS category.

BERNAMA NEWS

BLIS

BERNAMA Library and Infotek Service (BLIS) is an information-rich and convenient research portal that provides access to news and significant information on Malaysia. From acronyms and achievements to sports records and speeches; from market and industrial trends to news reports and government policies, BLIS will provide answers to your urgent research needs.

BLIS Database includes :

News from BERNAMA's newswires under broad headings like Domestic News, Economic News, General News, International News, Special Features in English and Bahasa Melayu. Each of these sub-module contains the information from the year 1968 onwards.

BERNAMA NEWS

News content and press releases in English and Bahasa Malaysia archived and made available 24 hours after they had been released through BERNAMA.

All Modules in BLIS description will be inform in this page.

2.2 How to Know Subscription Plan Prices

You can get Subscription Plan prices available in Rate Sheet.

RATE SHEET
List of news rate. All item is per month.

DUCT/SERVICES	PRICE(MYR)/ MONTH
Archival News	100.00
Databank	200.00
Facts and Figures	100.00
Foreign News	
Mandarin News	
Sectoral Reports	400.00
Speeches	
Who's Who	200.00

Prices shown are based on monthly subscription.

2.3 What Type of User Available in BLIS Subscription?

BEST SUBSCRIPTION PLAN FOR YOU
Choose your plan as below

We provides information for reference purposes based on users requirement.
Users can start with our free trial first or can choose our package with single subscriber or bulk subscriber.

FREE TRIAL
CONTACT US

SINGLE SUBSCRIBER
SIGNUP TODAY

BULK SUBSCRIBER
SIGNUP TODAY

FEATURES

- DASHBOARD
- 10 READABLE NEWS

FEATURES

- DASHBOARD
- FULL READABLE NEWS

FEATURES

- DASHBOARD
- FULL READABLE NEWS
- MULTIPLE SIGN ON

There are 3 types of user subscription available in BLIS which are;

1. **Single Subscriber:** One login ID per user
2. **Bulk Subscriber:** Login ID can be logged by multiple user
3. **Trial User:** Have a limited access to view content

2.4 How to Contact BERNAMA

You can find BERNAMA contact information at Contact Us.

HOME - CONTACT US
CONTACT US
Please contact us for more information.

ALL OR WRITE A MESSAGE

If you need help or have any questions, you can call us or send us a message.

TEL:
603-2693 9933

FAX:
603-2698 9911

LOCATION
Malaysian National News Agency
Wisma BERNAMA,
No 28, Jalan 1/65A,
Off Jalan Tun Razak, 50400 Kuala Lumpur, Malaysia

Your name

Email Address

Phone number

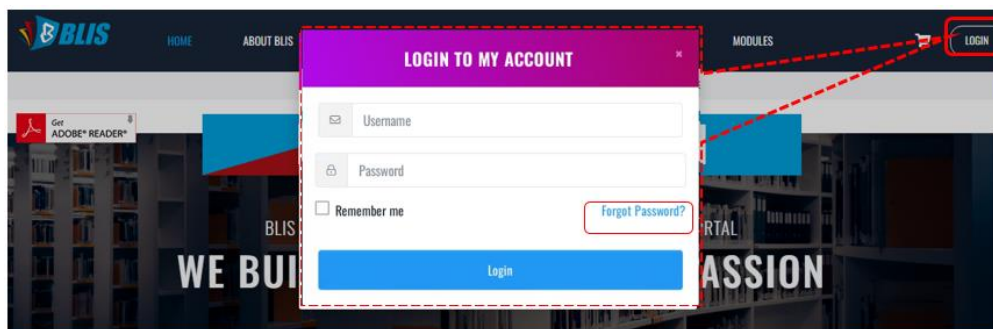
BLIS Sales

Subject

Write Message

SEND MESSAGE

2.5 How to Login to BLIS Portal



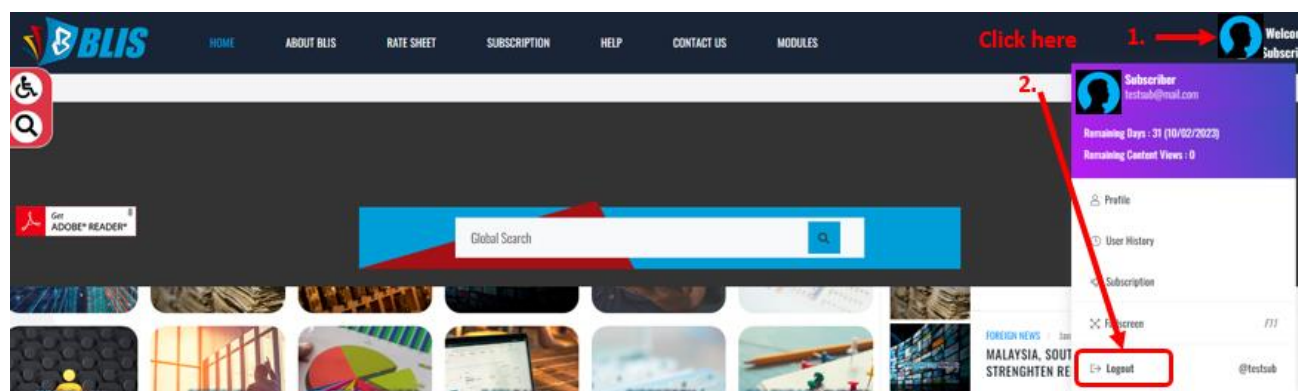
- Step 1** Click on LOGIN at top right
- Step 2** Insert Username
- Step 3** Insert Password
- Step 4** Click “Login” button or press “Enter”

2.6 How to Retrieve Forgot Password

- Step 1** Click on “Forgot Password” link

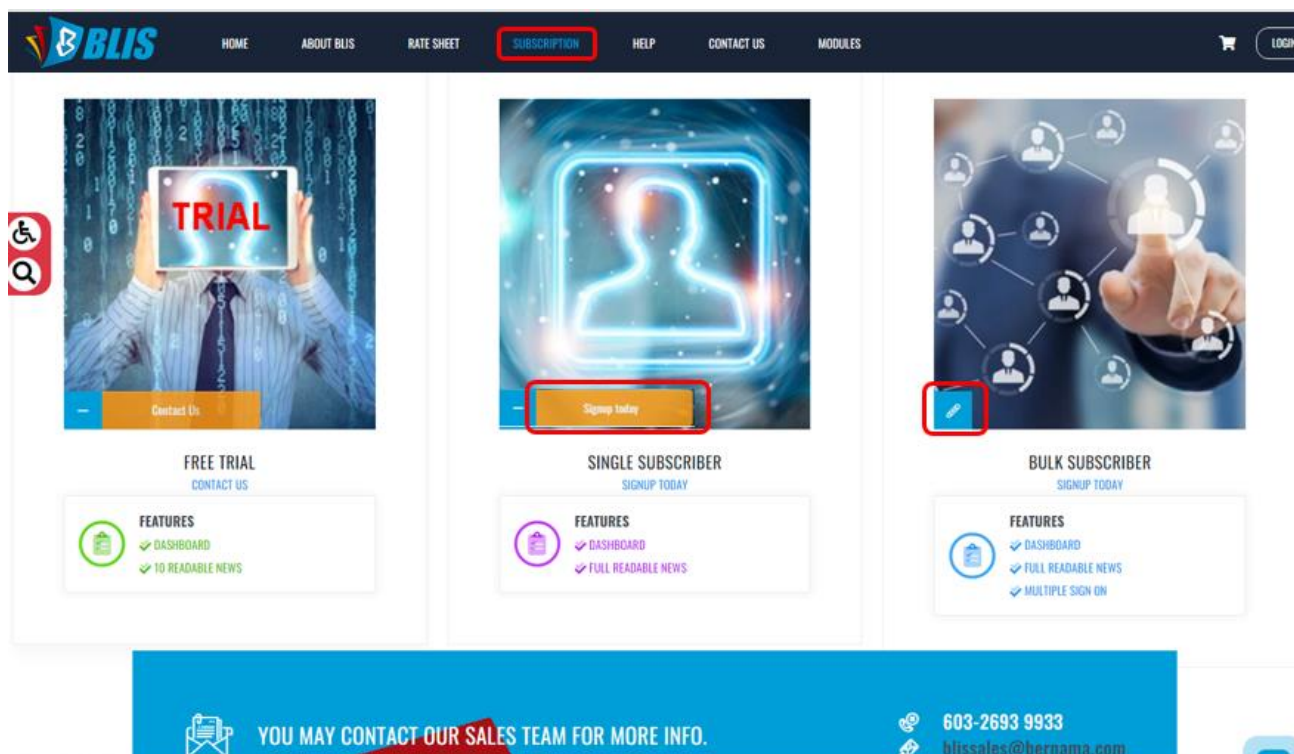
- Step 2** Insert registered Username or Email
- Step 3** Choose registered Security Question
- Step 4** Answer the Security Question
- Step 5** Click “Submit” button
- Step 6** A new password will be sent to user’s registered email

2.7 How to Logout




3 BLIS Portal Subscription

3.1 How to Subscribe as Subscriber / Bulk Subscriber



Step 1 Go to Subscription

Mouse over on  and click "Signup today" on selected Subscriber or Bulk Subscriber

Step 2 Fill in required fields.

Step 3 Click "Next" button

Step 4 Check and tick on subscription checkbox

Step 5 Agree with the Terms and Conditions

Step 6 Click "Submit" button

An Email will be sent to registered email, wait for Admin to confirm your registration. You may not use your login ID yet until Admin verify and confirm your details.

3.2 How to Subscribe as Trial User?

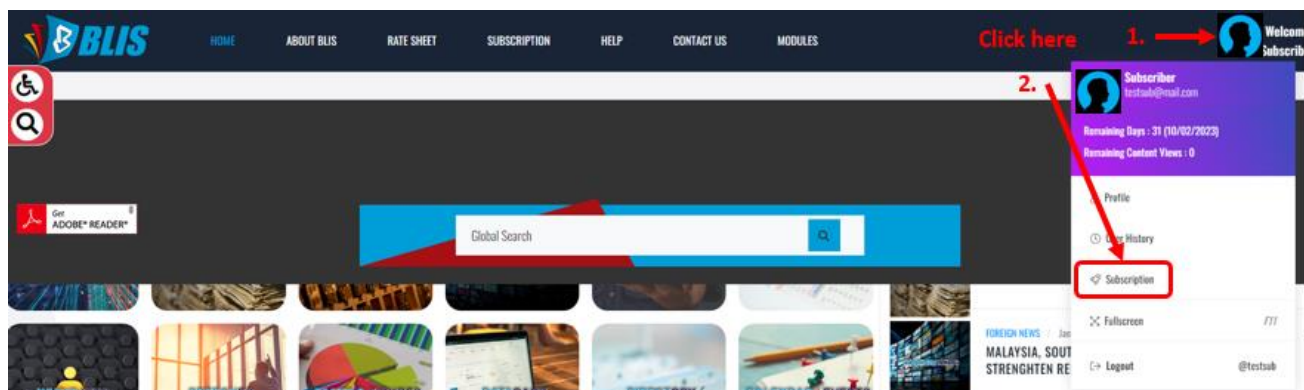
Step 1 Go to Subscription

Step 2 Mouse over on  and click "Contact Us" on Trial user.

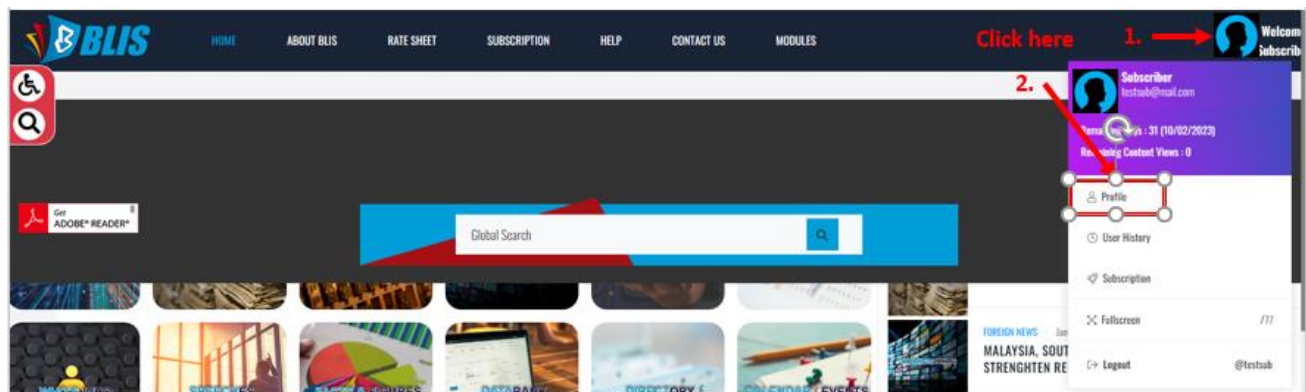
Or


Directly contact sales team for more information

3.3 What is My Subscription /Where I Can View My Subscription?



4 How to View Profile?



Click collapse button  to view section

4.1 How to Change Profile Picture

- Step 1** Go to Profile
- Step 2** In Profile Picture section, click “Choose picture” or “Browse file”
- Step 3** Choose a picture
- Step 4** Click “Save Changes” button

4.2 How to Change Password

- Step 1** Go to Profile
- Step 2** In Change Password section, insert current password
- Step 3** Insert new password
- Step 4** Insert new password
- Step 5** Click “Save Changes” button

4.3 How to Edit Address

- Step 1** Go to Profile
- Step 2** In Edit Address section, edit/change address details
- Step 3** Click “Save Changes” button

4.4 How to Edit Communication Details

- Step 1** Go to Profile
- Step 2** In Edit Communication Details section, edit/change communication details
- Step 3** Click “Save Changes” button

4.5 How to View User History (activity)



- Step 1** Click on Profile Picture
- Step 2** Click on “User History”

5 How to Search Contents

There are 3 ways you can use to search content.

5.1 Search Manually




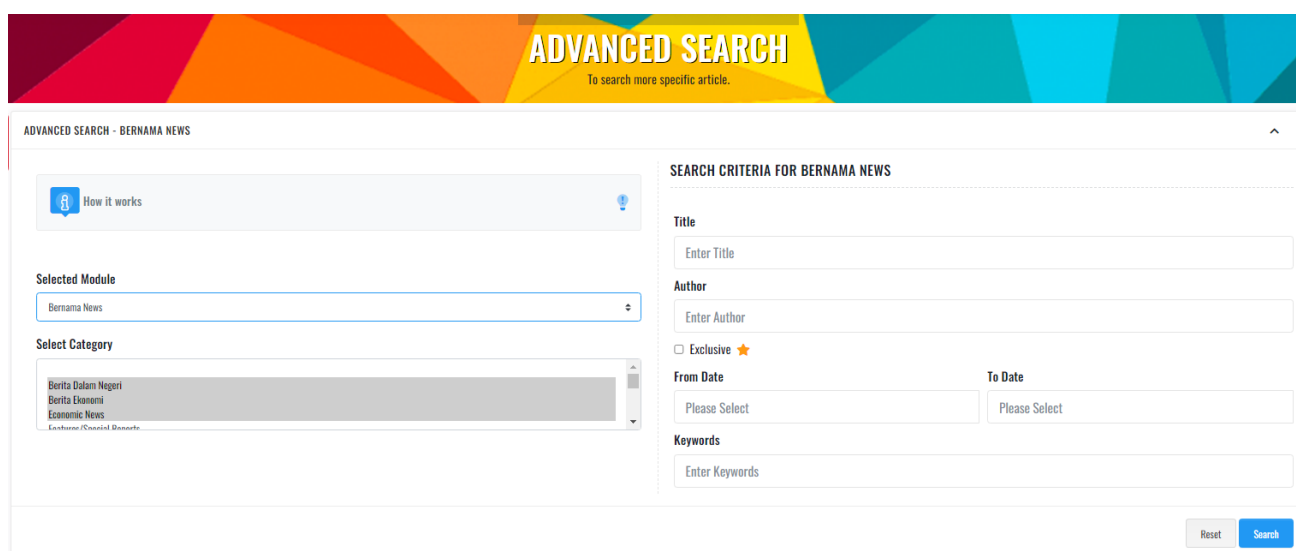
- Step 1** Go to Module which you know where the article should be located
- Step 2** Click on the Category to short down the list
- Step 3** You may shorten down the list by filter it by article date, month, year or its sub category (which is set by Admin)
- Step 4** To look for specific title, you may key in the keyword in Search field provided (on top right)
- Step 5** To expand or shrink the size of list, you may choose a show entry options from 10, 50, 75 and 100.
- Step 6** To view the first paragraph of the article, click on  icon to show the first paragraph of the article and click on  to hide it.

5.2 Using Advance Search

In case you know the Module but looking for more specific article, you may use an advance search.



- Step 1** Go to Module which you know where the article should be located or simply click  on Module image at homepage



Step 2 Choose category you would like to search (Optional)(SHIFT+click category; to select more)

Step 3 Select your search criteria and fill a keyword of article you are looking for (Search criteria may be different from another module)

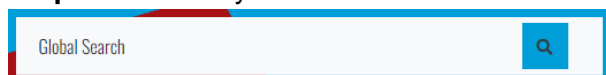
Step 4 Click “Search” button

Step 5 The result will be display below the Advance Search form

5.3 Using Global Search

In case you are not sure the article module or category, you may use Global Search to look for the article you want.

Step 1 Insert keyword in Global Search field



Step 2 Select module (optional)



Step 3 Click on  or press “Enter”

6 How to View Content

6.1 Registered user

You are required to Login as user with a subscription to access Modules & Category in BLIS Portal. If you are BLIS User, you can only view content that is under your subscription.

The screenshot displays the BLIS Portal interface for a registered user. The top navigation bar includes links for HOME, ABOUT BLIS, RATE SHEET, SUBSCRIPTION, HELP, CONTACT US, and MODULES. The user is logged in as 'Welcome Admin'. The main content area shows an article titled 'MALAYSIA, SOUTH KOREA DISCUSS COOPERATION TO STRENGTHEN RELATIONS'. The article content includes a summary and full text. The interface also shows a sidebar with 'Latest Infographics' and a top navigation bar with links like HOME, ABOUT BLIS, RATE SHEET, SUBSCRIPTION, HELP, CONTACT US, and MODULES.

If you are already login with subscription of the modules, you may click on content's Title

6.2 Unregistered User

Unregistered user has limited paragraph of content. You may click on content's title to view a snippet of the content. To view full content, you may subscribe or purchase the content.

The screenshot displays the BLIS Portal interface for an unregistered user. The top navigation bar includes links for HOME, ABOUT BLIS, RATE SHEET, SUBSCRIPTION, HELP, CONTACT US, and MODULES. The user is not logged in. The main content area shows an article titled 'GTA TIDAK BEKERJASAMA DENGAN BN, PN, PH SELEPAS PRU15 - DR MAHATHIR'. The article content is limited to a snippet. The interface also shows a sidebar with 'Berita Ekonomi' and a top navigation bar with links like HOME, ABOUT BLIS, RATE SHEET, SUBSCRIPTION, HELP, CONTACT US, and MODULES.

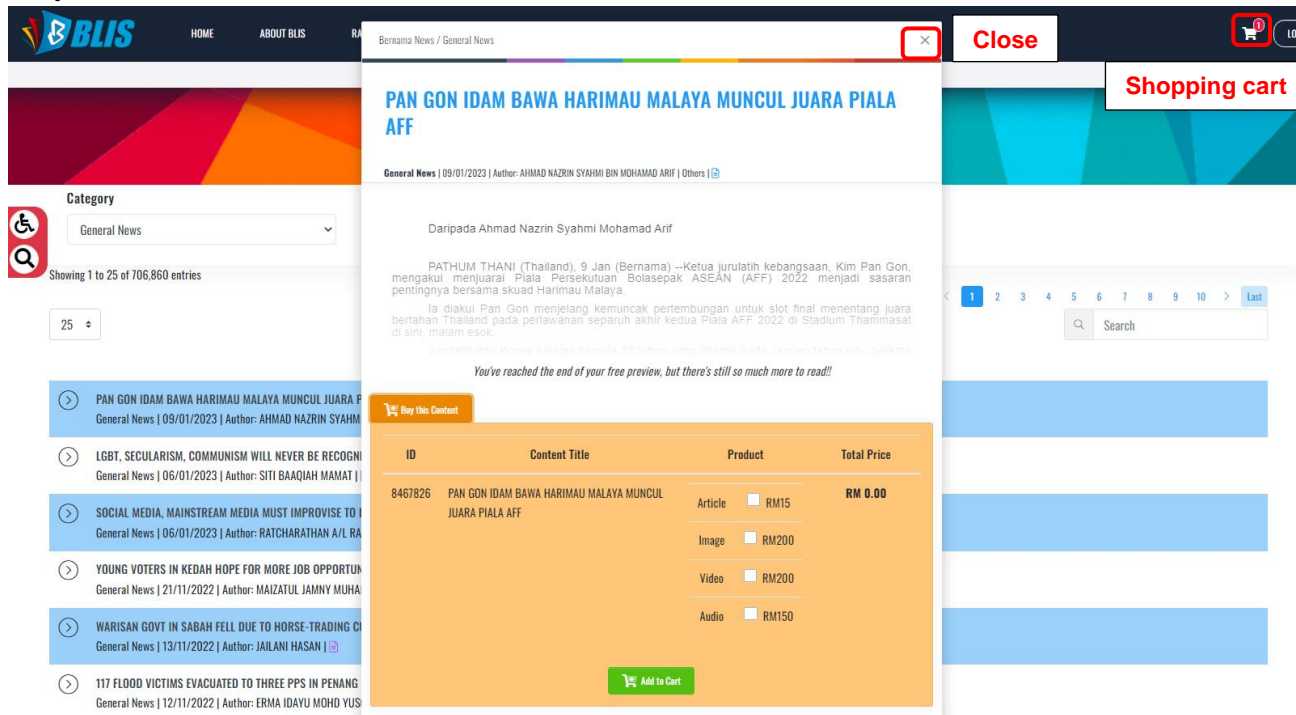
7 How to Purchase Content

This feature is for user who want to buy only certain content.

You may start by searching the content and click on the content's title.

Step 1 Click on content's title

Step 2 Click on 



The screenshot shows the BLIS portal interface. On the left, there's a sidebar with a search icon and a category dropdown set to 'General News'. The main content area displays a news article titled 'PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF'. Below the article, there's a modal window titled 'Buy this Content'. This modal contains a table with columns: ID, Content Title, Product, and Total Price. The table lists four product options: Article (RM15), Image (RM200), Video (RM200), and Audio (RM150). The total price for the selected Article is RM0.00. There is an 'Add to Cart' button at the bottom of the modal. The background shows a list of other news items and a 'Shopping cart' button in the top right corner.

ID	Content Title	Product	Total Price
8467826	PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF	Article <input type="checkbox"/>	RM15
		Image <input type="checkbox"/>	RM200
		Video <input type="checkbox"/>	RM200
		Audio <input type="checkbox"/>	RM150

Step 3 Click on checkbox that you want to buy

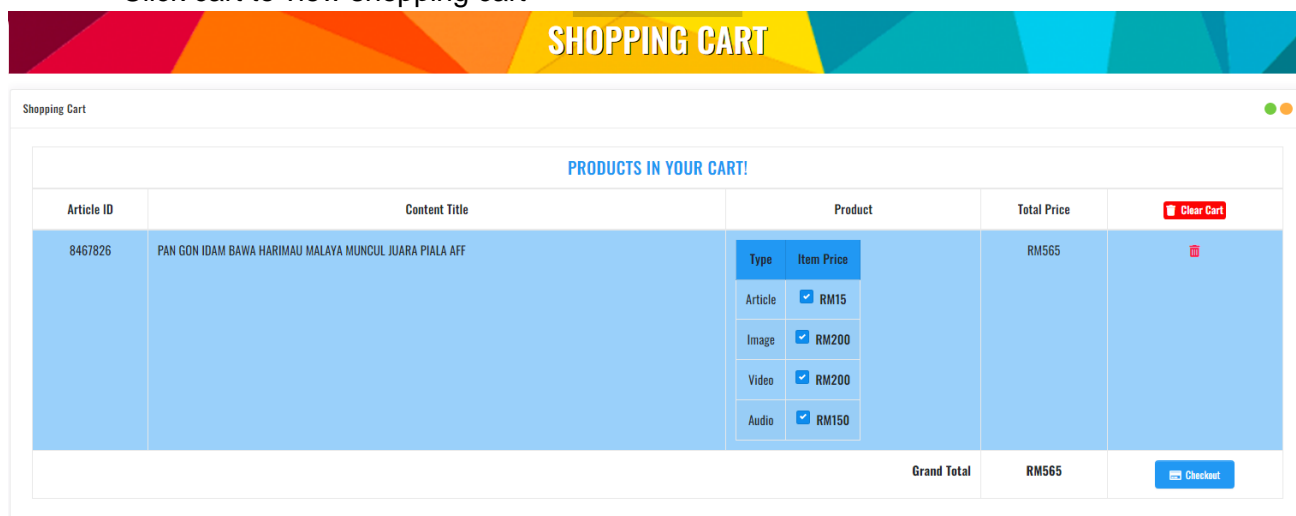
Step 4 Click  to add to cart

Step 5 Click X or CLOSE button to close and continue browsing



Step 6 Continue browsing and repeat Step 1 to Step 4

Or

Click cart to view shopping cart



The screenshot shows the 'SHOPPING CART' page. It features a table titled 'PRODUCTS IN YOUR CART!' with columns: Article ID, Content Title, Product, Total Price, and a 'Clear Cart' button. The table contains one item: Article ID 8467826, Content Title 'PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF', and a total price of RM565. The 'Product' column is expanded to show a list of items with checkboxes: Article (checked, RM15), Image (checked, RM200), Video (checked, RM200), and Audio (checked, RM150). At the bottom, there is a 'Grand Total' of RM565 and a 'Checkout' button.

Article ID	Content Title	Product	Total Price											
8467826	PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF	<table border="1"> <thead> <tr> <th>Type</th> <th>Item Price</th> </tr> </thead> <tbody> <tr> <td>Article <input checked="" type="checkbox"/></td> <td>RM15</td> </tr> <tr> <td>Image <input checked="" type="checkbox"/></td> <td>RM200</td> </tr> <tr> <td>Video <input checked="" type="checkbox"/></td> <td>RM200</td> </tr> <tr> <td>Audio <input checked="" type="checkbox"/></td> <td>RM150</td> </tr> </tbody> </table>	Type	Item Price	Article <input checked="" type="checkbox"/>	RM15	Image <input checked="" type="checkbox"/>	RM200	Video <input checked="" type="checkbox"/>	RM200	Audio <input checked="" type="checkbox"/>	RM150	RM565	
Type	Item Price													
Article <input checked="" type="checkbox"/>	RM15													
Image <input checked="" type="checkbox"/>	RM200													
Video <input checked="" type="checkbox"/>	RM200													
Audio <input checked="" type="checkbox"/>	RM150													
Grand Total			RM565											

Step 7 Review your cart (you may untick/tick the checkbox, and click delete to remove from cart)

Step 8 Click Checkout button to proceed.

CHECKOUT FORM

User Information

First name *

First name

Last name *

Last name

Phone Number *

Phone Number

Organization

Organization Name

Email * username to access system

@ email

Password *

Enter Password

Re-enter Password *

Re-enter password

Security Question *

-- Please Select --

Answer *


Enter Your Answer

Register

or

LOGIN →

Payment Gateway



ORDER SUMMARY

PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF

Article	RM15
Image	RM200
Video	RM200
Audio	RM150
SUBTOTAL	RM565

GRAND TOTAL

RM565

Step 9 To new user;(1) Insert details (2) Click “Register” button (3) Click Login to login to system.
To registered ad-hoc user; Click Login and login to system.

After successfully login;

CHECKOUT FORM

User Information

FIRST NAME : AMALINA


LAST NAME : HANAN

PHONE NUMBER : 0111111111

ORGANIZATION :

EMAIL : amalina@gmail.com

Payment Gateway



☐ Agree to [terms and conditions](#)

Pay Now

ORDER SUMMARY

PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF

GRAND TOTAL

RM565

Step 10 Click on checkbox as agree to terms and condition

Step 11 Click “Pay Now” button will redirect to payment gateway.

At payment gateway;

SECURE ONLINE PAYMENT

Maybank Maybank2u **Payment Options**

VISA Mastercard BANK ISLAM PB Bank.com

Maybank Maybank2u HongLeong connect CIMB Clicks

RHB Now 7 ELEVEN AmOnline

AFFINBANK RAZER PAY

Email: amalina@gmail.com

Contact Number: 0111111111

Description: PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF - RM15 PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF - RM200

By clicking the continue button, you agree to the [Terms of Service](#) & [Privacy Policy](#).

Back **Pay Online**

Powered By: RAZER MERCHANT SERVICES

Razer Merchant Services

Step 12 Select payment method

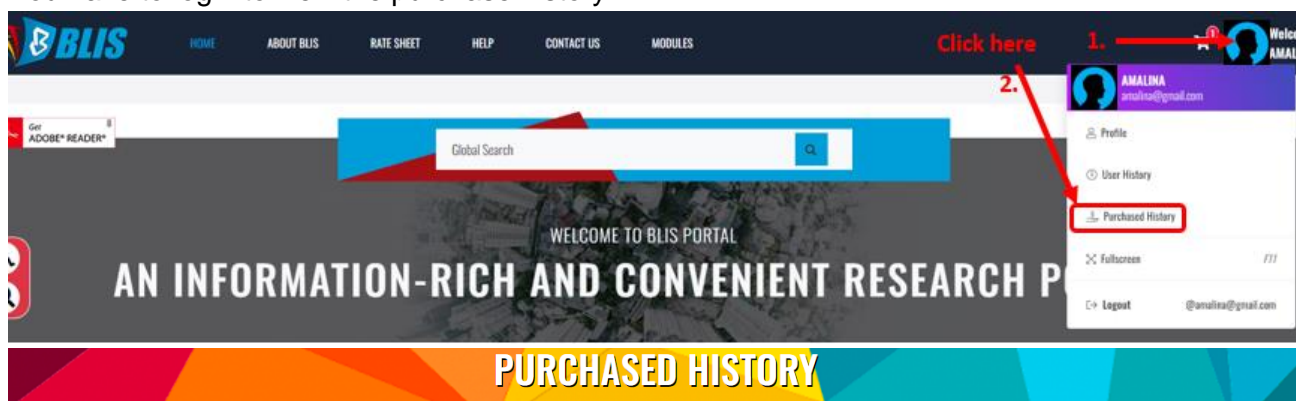
Step 13 Insert details and agreed to terms and conditions

Step 14 Click “Pay Online” button will redirect to payment page (internet banking)

After successful purchased, the purchased content can be view at purchase details page.

7.1 How to View Purchased History


You have to login to view the purchase history



Purchased History

Search

Showing 1 to 4 of 4 entries

Date	OrderId	Payment Details	Amount	Action
2023-01-10 03:00 AM	16	Status: SUCCESSFUL Payment Channel: credit Brand: Visa Last4: 1111 Type: Credit	RM565.00	









7.2 How to View Purchase Details

PURCHASED DETAILS

Purchased Details #16 - 10/01/2023 03:00 AM

Search

Show 10 entries

Content Title	Type	Amount	Action
PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF		RM200.00	
PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF		RM200.00	
PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF		RM150.00	
PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF		RM15.00	

Showing 1 to 4 of 4 entries

Step 1 In purchase history page, click on  of selected purchased to view details

Step 2 Click on  to download content

7.3 How to View Receipt

RECEIPT

Malaysian National News Agency
Wisma BERHAMA, No 28, Jalan 1/153A, Off Jalan Tan Rucka, 50400 Kuala Lumpur, Malaysia

RECEIPT # 16

Bill To: AMALINA HANAN
Email: amalina@gmail.com
Mobile Phone: 0111111111

Issue Date: 10/01/2023
RECEIPT # BRN/BLIS/00016/23

Item	Description	Total
1	Article PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF	RM15.00
2	Image PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF	RM200.00
3	Video PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF	RM200.00
4	Audio PAN GON IDAM BAWA HARIMAU MALAYA MUNCUL JUARA PIALA AFF	RM150.00
Subtotal		RM565.00
Total		RM565.00

Thank you very much. We really appreciate your business.

Payment details: RAZERPAY TRANSACTION ID #30547955

Close Print

Step 1 In purchase history page, click on  of selected purchased to view details

Step 2 Click on “Print” to print receipt

8 How to Print and Download Content

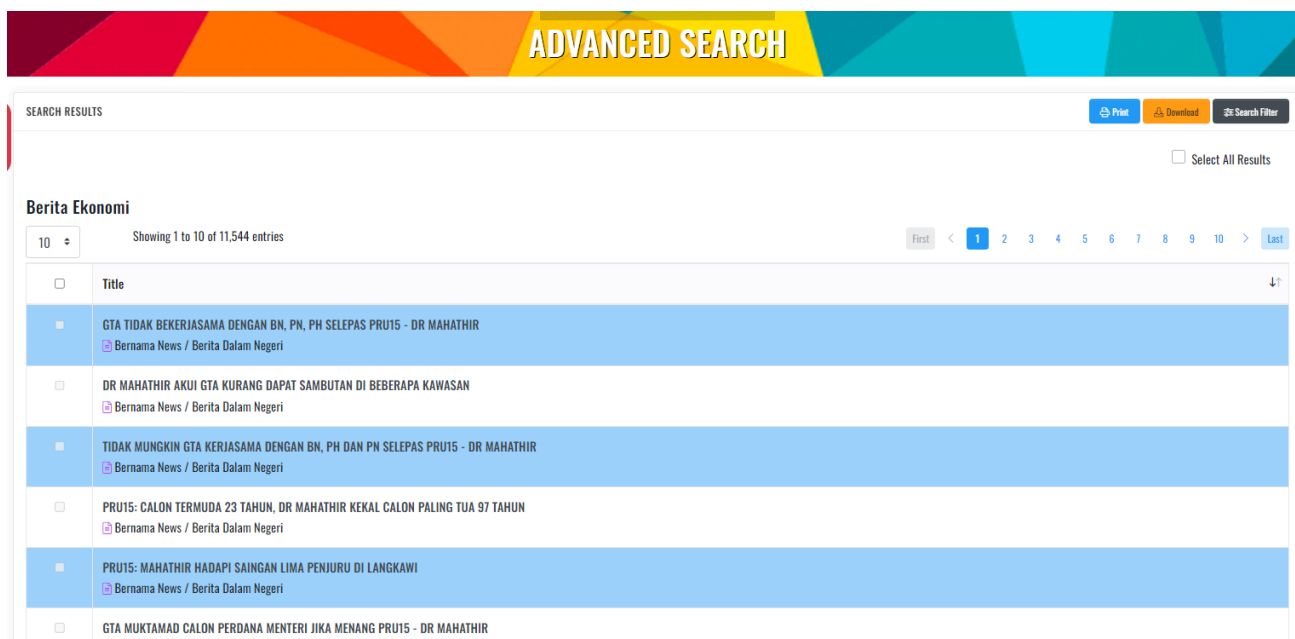
Step 1 Click on content's title to view full content

Step 2 Click on  Print Friendly to print

Step 3 Click on  Download Article to download

8.1 How to Print and Download Content in Bulk

Step 1 Search article in Global Search or Advance Search



ADVANCED SEARCH

SEARCH RESULTS

[Print](#) [Download](#) [Search Filter](#)

☐ Select All Results

Berita Ekonomi

Showing 1 to 10 of 11,544 entries

First < 1 2 3 4 5 6 7 8 9 10 > Last

<input type="checkbox"/>	Title
<input type="checkbox"/>	GTA TIDAK BEKERJASAMA DENGAN BN, PN, PH SELEPAS PRU15 - DR MAHATHIR Bernama News / Berita Dalam Negeri
<input type="checkbox"/>	DR MAHATHIR AKUI GTA KURANG DAPAT SAMBUTAN DI BEBERAPA KAWASAN Bernama News / Berita Dalam Negeri
<input type="checkbox"/>	TIDAK MUNGKIN GTA KERJASAMA DENGAN BN, PH DAN PN SELEPAS PRU15 - DR MAHATHIR Bernama News / Berita Dalam Negeri
<input type="checkbox"/>	PRU15: CALON TERMUDA 23 TAHUN, DR MAHATHIR KEKAL CALON PALING TUA 97 TAHUN Bernama News / Berita Dalam Negeri
<input type="checkbox"/>	PRU15: MAHATHIR HADAPI SAINGAN LIMA PENJURU DI LANGKAWI Bernama News / Berita Dalam Negeri
<input type="checkbox"/>	GTA MUKTAMAD CALON PERDANA MENTERI JIKA MENANG PRU15 - DR MAHATHIR Bernama News / Berita Dalam Negeri

Step 2 Tick checkbox on selected content

Step 3 Click on “Print” to print all selected content

Step 4 Click on “Download” to download all selected content