eLASIS Storefront Step-by-Step Purchaser's Guide

How to purchase a SURVEY Plan (Hardcopy)

Note: Approval is not required to purchase this product.

1. Click on the **Map Sales** link from the menu or click the **Begin Search** button at the product description pages.

2. Click the **Survey Plan**. To search by **Plan Search,** key in the search criteria. E.g. Division=Sibu, Plan Type=DP, and Plan Number= DP 3/713.

3. For survey plan search, select the Division and Plan Type from drop down list. Then type in the survey plan number. The available converted survey plans will be listed out.

4. To list out all the survey plans, select Division=Kuching and Plan=DP, then in textbox type in D, it will list out all DP survey plans for selected division.

Note : It only shows the survey plans converted between 2008 to 2013.

5. Click the **Search** button. Click the **ADD TO CART** icon to preview the plan in cart pop up window.

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6. Specify the quantity, choose **Hardcopy** as the output format and click the **Add to Cart** button, then click the **Close** button. The system will prompt you with a notification message and the cart icon will display the quantity and price of the item(s) you added to the cart on the top right window screen.

7. To check the items you added to the **Shopping Cart,** click the **Cart** [1 Item(s) (RM 15.00)] **icon** on the top right window screen. The system will show the item(s) you added to the **Shopping Cart** under **Direct Payable Item**.
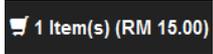
8. You may remove the selected item from the shopping cart by clicking the **Delete** button. Click **OK** to confirm.

9. To add a new Survey Plan, click the **Continue shopping** button and repeat steps 2 to 5 above.

10. To checkout, click the **Continue** button and an item summary will be displayed under **Direct Payable Item**.

11. Choose the **Collection Point** and click the **Confirm** button.

12. Click the **Confirm** button and the payment options screen will be displayed. Please select the method of payment:

   - **Bank Account Direct Debit** via Sarawak Government Official Secured Payment Gateway, Paybills Malaysia.
   - **Credit Card** via Sarawak Government Official Secured Payment Gateway, Paybills Malaysia
   - **Prepayment Account(s)** with the Sarawak Land & Survey Department, Malaysia

Bank Account Direct Debit or Credit Card via Sarawak Government Official Secured Payment Gateway, Pay bills Malaysia

If you opt to use Bank Account Direct Debit or Credit Card via Paybills Malaysia, click the **GO** button and the **Paybills Malaysia Payment Gateway** screen will pop-up.

Note: If you do not see the pop-up window, please check your web browser settings.

For Mozilla Firefox version 8.0 and above, go to Tools > Options > Content. Make sure 'Block pop-up windows' is not ticked.

*For **Chrome**, if pop-ups have been blocked, you'll see the* [icon] *icon in the address bar.*

   - *Click the icon to see a list of the blocked pop-ups.*

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🔵 *Click the link for the pop-up window that you'd like to see.*

🔵 *To always see pop-ups for the site, select "**Always show pop-ups from [site].**" The site will be added to the exceptions list, which you can manage in the Content Settings dialog.*

🔵 *Once you have done this, click the **Re-Submit** button to view the pop-up **Payment Gateway** screen*

a) Select the bank from the **Payment Channel** drop-down list and click the **Submit** button.

b) A Payment Acknowledgment Page will be shown to acknowledge that you have initiated a payment.

c) Click **Continue** and you will be redirected to the internet banking services that you have selected. This payment will be **canceled** if you do not complete the payment authorization process required by the bank.

d) Login using your ebanking account. You are required to follow the security requirements specified by your bank. A Payment Acknowledgment screen will appear to indicate the completion of your ebanking process.

e) Different banks have slightly different processes. All transactions will be updated by Paybills Malaysia by noon of the next working day.

Credit Card via Sarawak Government Official Secured Payment Gateway, Paybills Malaysia

a) If you opt to use Credit Card via Paybills Malaysia, click the **GO** button and the **Paybills Malaysia Payment Gateway** screen will pop-up.

b) Select **Credit Card – Master/Visa** from the Payment Channel drop-down list and click the **Submit** button.

c) Select your preferred payment method by clicking on the credit card logo.

d) Enter your card details (**Card Number**, **Expiry Date** and **Security Code**) and click the **Pay** button.

e) Click the **Request TAC** button to request a TAC (Transaction Authorisation Code), to be used to confirm your purchase, from your bank. The TAC will be sent to your Mobile Phone.

f) Once you receive the TAC, enter it in the space provided and click the **Submit** button.

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Prepayment Account(s) with the Sarawak Land & Survey Department, Malaysia

If you opt to use the prepayment account, choose the account you want to use and click the **GO** button. The **Payment Confirmation** screen will be displayed. Click **Confirm** to make the payment using the available balance in your prepayment account.

*Note: Make sure you have sufficient balance in your account to pay for your purchase. You may **Top Up** your prepayment account.*

13. To view your Order History, go to Home at the eLASIS Storefront. Click the Order Reference Number to load the order details. The Status column indicates the progress of each item.
    Note: There is a waiting time between Payment Completion and Product Readiness

14. Once the product is ready for collection you will be notified via an Email/SMS to collect the product at the collection point you chose earlier. You are required to present your **Identity Card** or **Collection Slip** to the counter officer for the collection of the product.

How to Purchase a SURVEY Plan (Softcopy)

*Note: Approval is not required to purchase this product.*

1. Click the **Map Sales** link from the menu or click the **Begin Search** button at the product description pages.

2. Click the **Survey Plan**. To search by **Plan Search,** key in the search criteria. E.g. Division=Sibu, Plan Type=DP, and Plan Number= DP 3/713.

3. For survey plan search, select the Division and Plan Type from drop down list. Then type in the survey plan number. The available converted survey plans will be listed out.

4. To list out all the survey plans, select Division=Kuching and Plan=DP, then in text box type in D, it will list out all DP survey plans for selected division.

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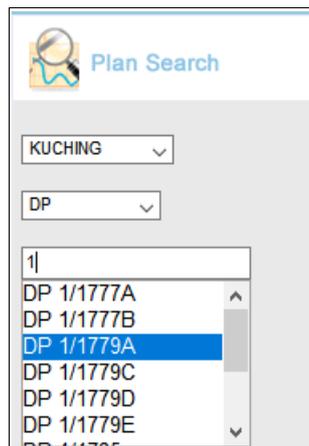
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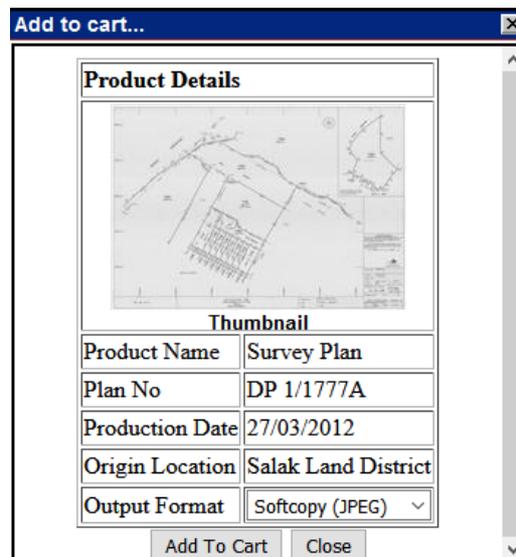
6. Choose **Softcopy** as the output Format and click **Add to Cart,** then click the **Close** button. The system will prompt you with a notification message and the cart icon will display the quantity and price of the item(s) added to cart on the top right window screen.

7. To check the item you added to the **Shopping Cart,** click the **Cart** 🛒 1 Item(s) (RM 15.00) **icon** on the top right window screen. The system will show the item(s) you added to the **Shopping Cart** under **Direct Payable Item**.

8. You may remove the selected item from your shopping cart by clicking on the 🗑 button. Click **Ok** to confirm.

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9. To add a new Survey Plan, repeat steps 2 to 5 above. Click the **Continue Shopping** button.
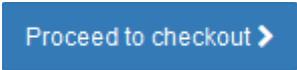
10. Click on [**Proceed to checkout ›**] button to display **Check Out – Order Review** page.

11. In **Check Out** page, click the [**Confirm & Pay**] button, the payment options screen will be displayed. Please select the method of payment.

- **Bank Account Direct Debit** via Sarawak Government Official Secured Payment Gateway, Paybills Malaysia
- **Credit Card** via Sarawak Government Official Secured Payment Gateway, Paybills Malaysia
- **Prepayment Account(s)** with the Sarawak Land & Survey Department, Malaysia

[Bank Account Direct Debit or Credit Card via Sarawak Government Official Secured Payment Gateway, Paybills Malaysia](#)

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- *To always see pop-ups for the site, select "**Always show pop-ups from [site]."** The site will be added to the exceptions list, which you can manage in the Content Settings dialog.*
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Prepayment Account(s) with the Sarawak Land & Survey Department, Malaysia

If you opt to use a prepayment account, choose the account you want to use and click the **GO** button. The **Payment Confirmation** screen will be displayed. Click **Confirm** to make the payment using the available balance in your prepayment account.

Note: Make sure you have sufficient balance in your account to pay for your purchase. You may ***Top Up*** *your prepayment account.*

12. To view your **Order History**, go to Home at the **eLASIS Storefront**. Click the Order Reference Number to load the order details. The **Status** column indicates the progress of each item.

   Note: There is a waiting time between Payment Completion and Product Readiness.

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13. Once the product is ready for download, you will be notified via Email/SMS.

14. Login to the **eLASIS Storefront** and click the **Download** link to download the product that has been purchased.

    Note: Please download the product within the time frame given. Once the product has expired, you will not be able to download the product and you will have to repurchase it.