

GUIDELINE TO USING WEBOPAC

<http://webopac.kln.gov.my>

The screenshot displays the WebOPAC interface for the Ministry of Foreign Affairs Libraries. The header includes the library's name and logo. The main navigation bar contains links for Login, Cart, Heading Search, Clear Session, and Mobile Chamo. A search bar is present with a Search button and a link to Advanced Search. The left sidebar offers Account Login, Refine your search (with filters for Location, Author, Format, and Item Class), and a list of additional terms. The main content area shows search results for 'Islam and democracy in Malaysia' and 'Reaching the youth: countering the terrorist narrative'. Each result includes a checkbox, a book icon, the title, author, call number, publisher, year, physical description, and availability status. A 'Request' button is available for each item.

MINISTRY OF FOREIGN AFFAIRS LIBRARIES
(WISMA PUTRA, INSTITUTE OF DIPLOMACY AND FOREIGN RELATIONS
& SOUTHEAST ASIA REGIONAL CENTRE FOR COUNTER-TERRORISM)

Login **Cart** **Heading Search** **Clear Session** [Mobile Chamo](#)

Search **Search** [Advanced Search](#)

Account Login

Please enter your username and password below.

Username

Password

Login

Refine your search

Additional Terms **Add**

Location

IDFR Library (19138)
Wisma Putra Library (13592)
IDFR Library-1st Floor (10742)
IDFR Library-COMPACTUS (5777)
IDFR Library-Ground Floor (2759)
[Show more...](#)

Author

Mahathir bin Mohamad, Dato' Seri, 1925- (47)
Mahathir bin Mohamad, Tun Dr., 1925- (44)
Hashim Makaruddin (34)
Suryadinata, Leo, 1941- (28)
Ahmad Sarji bin Abdul Hamid, Tan Seri Dato' Seri Utama, 1936- (24)
[Show more...](#)

Format

Book (30019)
Movie (914)
Serial (452)
Computer Games (249)
Sound Recording (217)
[Show more...](#)

Item Class

Book (28987)

Current Search: **Viewing all records**

Results 1 to 20 of 33135 Sort by **Relevance**

Add To Cart **Select All** **Clear All** Search results too large to add all to cart.

☐ 1. **Islam and democracy in Malaysia : finding from a national dialogue** dited by Ibrahim M. Zein.

Call Number 297.272 ISL 2010
Publisher International Institute of Islamic Thought and Civilization : International Islamic University Malaysia,
Year 2010
Physical Description iii, 201 p. : col. ill. ; 23 cm.

1 copy is available at
IDFR Library-1st Floor **(1 available)**

No requests for this item. **Request**

☐ 2. **Reaching the youth : countering the terrorist narrative / Thomas Koruth Samuel**

Call Number 363.32 SAM 2012
Publisher Southeast Asian Regional Centre for Terrorism (SEARCCT), Ministry of Foreign Affairs,
Year 2012
Author Samuel, Thomas Koruth, 1977-
Physical Description iv, 77 p. ; 20 cm.

2 copies are available at
IDFR Library-1st Floor **(2 available)**

No requests for this item. **Request**

☐ 3. **A doctor in the house : the memoirs of Tun Dr. Mahathir Mohamad/ Tun Mahathir Mohamad**

Call Number 923.2595 MAH 2011
Publisher MPH Group Publishing Sdn. Bhd.,
Year 2011
Author Mahathir bin Mohamad, Tun Dr., 1925-
Physical Description xi, 843 p.: ill.(some col.); 25cm

1 copy is available at
IDFR Library-1st Floor **(1 available)**

No requests for this item. **Request**

☐ 4. **Notes to the prime minister the untold story of how Malaysia beat the currency speculators / Wong Sulong**

INTRODUCTION

WebOPAC (Online Public Access Catalogue) is an online catalog of library's collection of books, CDs, video cassettes, DVDs and other resources. The WebOPAC can be used to quickly find information such as the call number, location, status and type of a material that is available in the library. WebOPAC KLN pools together collections from three libraries under the Ministry of Foreign Affairs, Malaysia: Wisma Putra, IDFR and SEARCCT. The online catalogue can be accessed from any computer (on and off campus) with internet access.

What is WebOPAC?

- A gateway to library's collection
- A helpful tool to query books and other library materials online and presents details of the material in a structurally and systematical manner
- Allows users to register with the library, create their personal accounts and reserve books online

SIMPLE GUIDELINES TO USING WEBOPAC

Start Page – Search Result Screen

The screenshot shows the WebOPAC interface with several key elements highlighted by red boxes and arrows:

- Home Click Logo:** Points to the Ministry of Foreign Affairs Libraries logo.
- Options Menu:** Points to the top navigation bar containing 'Login', 'Cart', 'Heading Search', and 'Clear Session'.
- Search Box:** Points to the search input field and the 'Search' button.
- Total Results:** Points to the 'Results 1 to 20 of 33135' text.
- Search Results screen:** Points to the list of search results.
- Facets:** Points to the 'Refine your search' section on the left, which includes filters for Location, Author, Format, and Item Class.
- Account Login:** Points to the login form on the left.

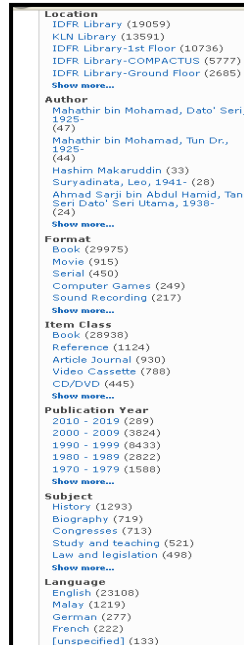
Performing a New Search

The screenshot shows the search results for the term 'diplomacy'. The search box at the top contains 'diplomacy' and the 'Search' button is highlighted. The results show 1 to 20 of 946 items. The first result is 'Diplomacy in democracy' by Wriston, Henry M. The second result is 'Bound for diplomacy' by Leonard, Voltaire. The 'Sort by' dropdown menu is open, showing options: Relevance, Title, Author, Publishing Date (Newest First), and Call Number.

To perform a new search, type your search term (s) into the Search box at the top of the Search Results screen, and click **Search** button.

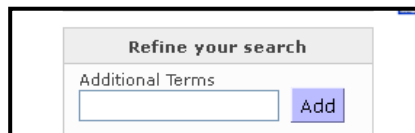
Refining Your Search

The list of search facets on the left side of the Search Results screen can help you refine your search. These search facets are hyperlinks that let you narrow, or filter your search results according to different categories of information such as location, author, format, item class, publication year, subject and language.



Broadening Search (Adding a Term)

You can also refine your search by typing an additional search term in the Additional Terms search box and clicking the **Add button**. This performs a search that contains all of your previous search terms, filters and facets as well as the new search term.



Record Display

Clicking on a **Title** in the Search Results will display the Item Details. The information displayed includes the author, publisher, physical description, list of copies, and the location and availability of the copies.

Location : shows the location of the record. For ex: IDFR Library – Ground Floor

Barcode : shows the barcode number for the item

Call Number: shows call number of the record+location of the record at the shelf

Status: shows the status of the record whether in library or on loan by other user

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Log In Cart Heading Search Search History Clear Session [Mobile Chamo](#)

Search Search [Advanced Search](#)

Five-star Millionaire : a novel / Tash Aw.

[Aw, Tash](#)

Record 2 of 2 B9

Call Number F AWT 2013

Physical Description

Year

No requests

Add To Cart

Total Ratings

Copies ARC Record Reviews Details

| Location | Call Number | Units | Copy Number | Barcode | Status | Second Call Number | eResource |
|--|-------------|-------|-------------|------------|-----------|--------------------|-------------------------|
| <input type="checkbox"/> IDFR Library-Ground Floor | F AWT 2013 | 1 | | 1000025453 | Available | | Request |

[Add To Cart](#) [Select All](#) [Clear All](#)

Version 1.129 © 2008-2011 VTLS

Logging in to WebOPAC

Users must log in to WebOPAC to place requests, create lists, and check circulation activities that include the checkout tab, requests tab, queue tab, account tab and contact information tab. A library membership is mandatory before a user can use the WebOPAC services. Local users can bring their MyKad to IDFR library counter service to register as a member with the library.

*For local users, **Username** is the NRIC No. (without any space) and **Password** will be provided by the library staff at the library counter service. Foreigners are also eligible for library membership and may obtain their username and password from the library staffs at the library counter service.

Example:

Account Login

Please enter your username and password below.

Username

Password

Login

Account Summary

Checked Out: 11

Overdue: 0

Pickup: 0

Total Balance: .00\$

HAFIZAH AMMINUDDIN (MA)

[I lost my card](#)

Checked Out Requests Account Contact

Showing 1 to 10 of 11 <<< 12 >>>

| select for renewal | Title | Check-out Date | Due Date | Checked out at | Status | Last Notice | Times Renewed | Shelf Location |
|--------------------------|--|------------------|-----------------|----------------|-------------|-------------|---------------|---------------------------|
| <input type="checkbox"/> | Contemporary maritime piracy in SEA (Southeast Asia) : history, causes and remedies / Adam J. Young | December 4, 2012 | January 3, 2013 | IDFR Library | Checked Out | | 0 of 1 | IDFR Library-1st Floor |
| <input type="checkbox"/> | Myanmar's foreign policy : domestic influences and international implications / Jeurgun Haacke | December 4, 2012 | January 3, 2013 | IDFR Library | Checked Out | | 0 of 1 | IDFR Library-1st Floor |
| <input type="checkbox"/> | Economic development of Myanmar / Myat Thein | December 4, 2012 | January 3, 2013 | IDFR Library | Checked Out | | 0 of 1 | IDFR Library-1st Floor |
| <input type="checkbox"/> | Competitiveness of the Asian countries : corporate and regulatory drivers / [edited by] Philippe Gugler, Julien Chaisse. | December 4, 2012 | January 3, 2013 | IDFR Library | Checked Out | | 0 of 1 | IDFR Library-Ground Floor |
| Renewal limit exceeded | Myanmar's long road to national reconciliation / edited by Trevor Wilson | October 4, 2012 | January 4, 2013 | IDFR Library | Checked Out | | 1 of 1 | IDFR Library-1st Floor |
| Not | A manual for writers of research papers, theses, and dissertations : Chicago style for students and researchers / | December | January | IDFR | Checked | | | IDFR |