Researcher Guide

(A) Researcher Registration

1. Click "Sign In" on top right of the home page.
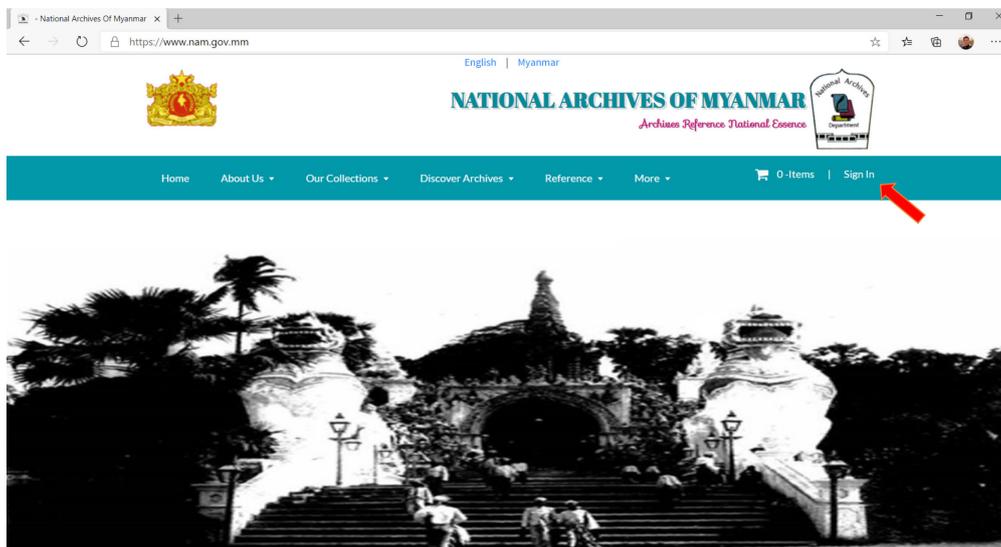
2. To register as a new user, please click "Create Account".
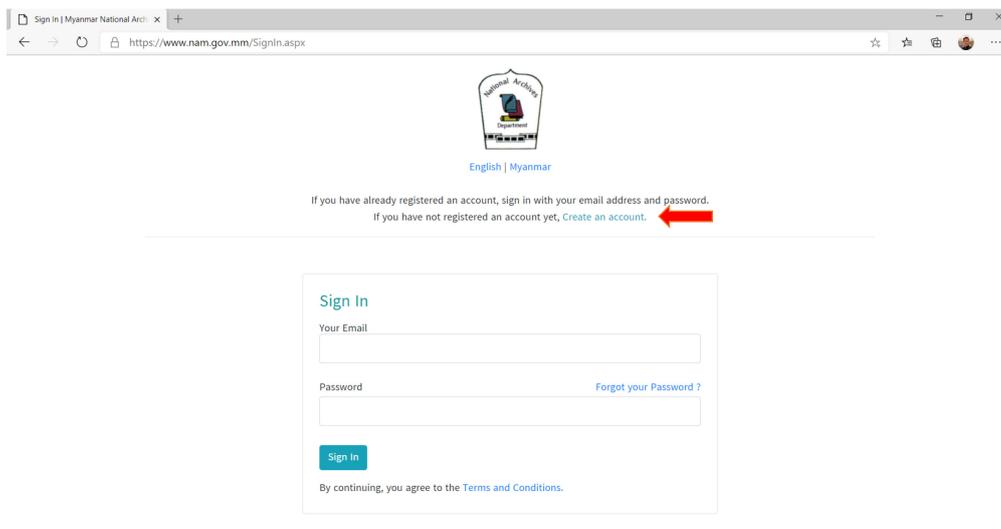
3. Please fill in your as email, which will be used as your user name.

(Remark : your email will be your user name, therefore please use the email you have access)

3.1. Click "Get Verification Code" to get the pin verification. A verification code will be sent to your email as a verification process.
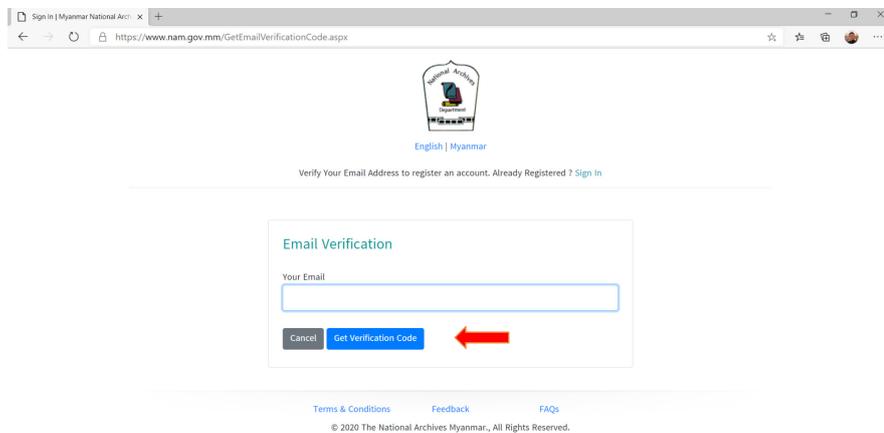
3.2. You will receive a verification code in your email as shown below.
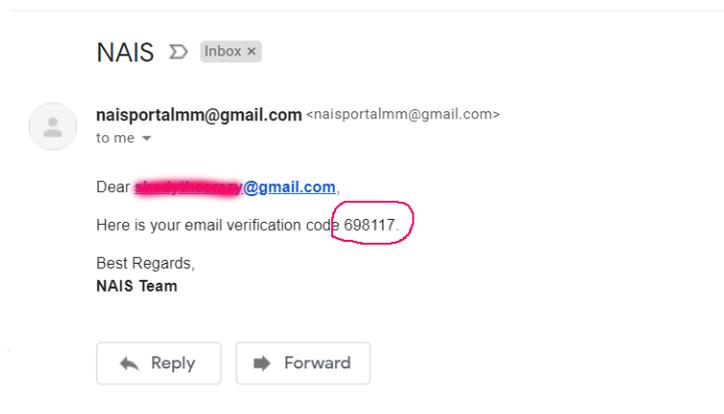
3.3. Please enter your verification code as shown.
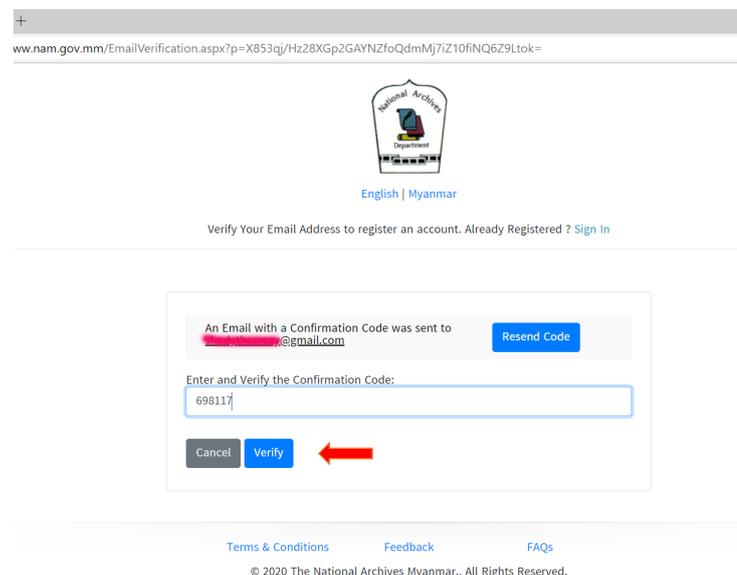
3.4. Please fill in your researcher information for registration.

English | Myanmar

Member Registration Form

Your Email
shadythecrazy@gmail.com

125 x 125

Choose File   No file chosen

Full Name

Password

Confrim Password

Identity Card No.

Date Of Birth

Select a Date

Gender

○Male ○Female

Phone No

09 212 3456

Contact Address

University   OR   Department's Address

Occupation

Educational Qualification

Class Attending

Subject/Paper/Dissertation on which he is desirous to do research/write

Former Subject/Paper/Dissertation written by the person making the request

☐ I've read and accept the Terms and Conditions.

☐Send me the latest news

Cancel   Submit

3.5. After you have finished registration, your application will be verified by the National Archives Department. After verification, you will get approval as a Researcher, and your researcher application is successful.

------ **** -----

2. Log in as a Researcher

Please log in with your registered email and password to the web site.

3. Searching for Records and Archives

3.1. Click "Discover Archives -> Archives Online " menu item.
- Type the subjects and keywords you are desired to find in the field "search online".

- If you want to narrow your search within a year, enter "start year – end year" (optional)

- Click search icon to perform search.

3.2. Below example shows the search result of the search for keyword "shan".

- A total of (675) records were found relating to the keyword.
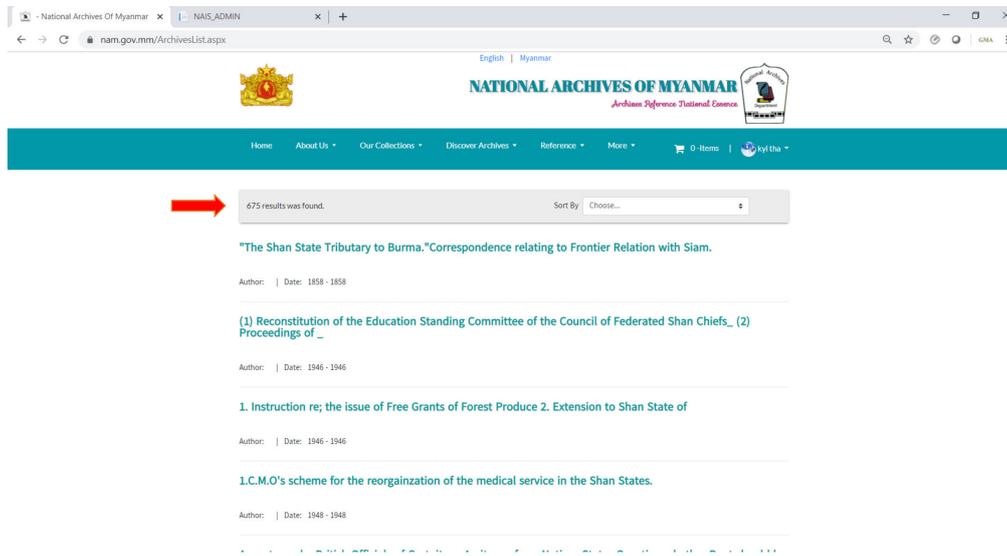
4. Purchasing Records and Archives

4.1. You can purchase each records by clicking each search result titles.

- Click "Buy Now" to purchase immediately.

- If you want to choose archives first, and then buy later, click "Add to card".
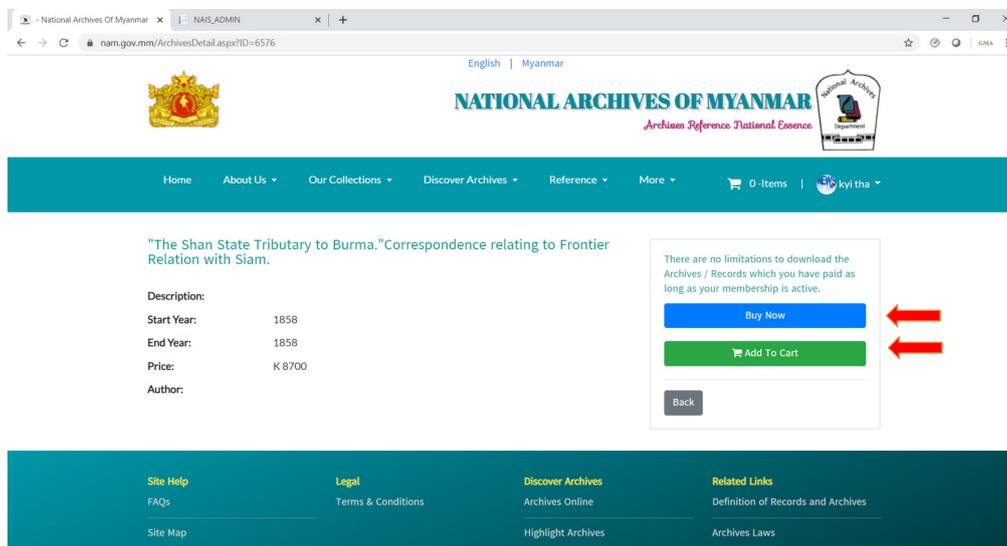
4.2. The items you have chosen to purchase will be inside your "shopping cart".

- To purchase the selected files, click "checkout".

4.3. MPU e-commerce payment process

- To purchase with MPU, you will be redirected to the MPU Payment processing page .
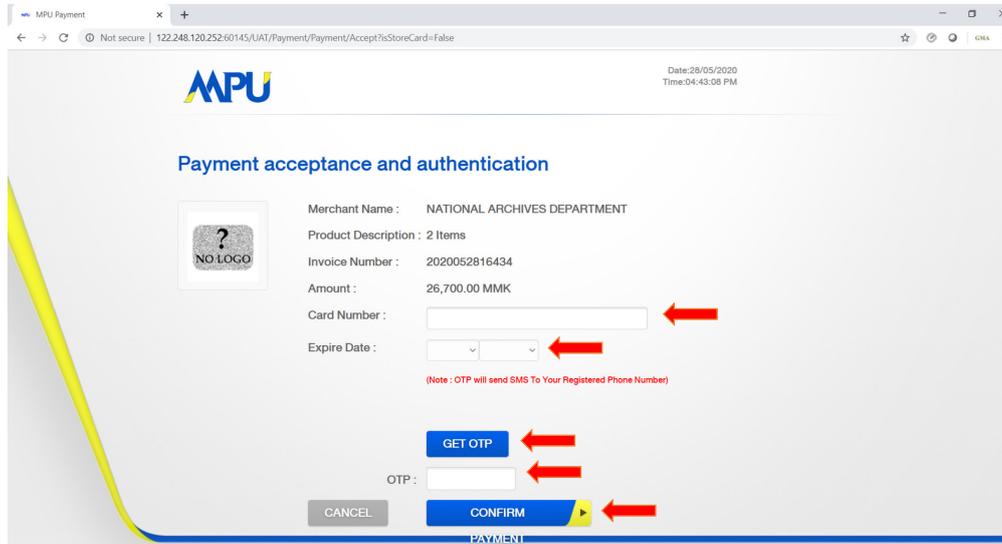
- To be able to use your MPU Card for e-commerce purposes, you will be needed to register for e-commerce application at your MPU issuing bank.
- To pay with MPU card –
    - Card Number -> your MPU Card number
    - Expire Date -> your MPU Card expire date

- Click "Get OTP" and OTP code will be sent by MPU to your MPU e-commerce registered email (or) phone number.
- Please enter the received OTP code.
- Confirm.
- If the information are correct and you have balance, amount will be deducted from your account, and you can download your purchased items.

4.4. Downloading your purchased items.

- If you have logged in with your ID, under your profile -> "My Items" your purchased items can be found.

- You can download your items as many times you like.