

Language Skills Data Enquiry Service

Registration

In order to request data from the RLN, you will need to register on our website¹. This is a simple process which should only take a few minutes. Registration is required for the following reasons:

- To give you a customised view of this section of the website e.g. to monitor progress of your enquiries;
- To provide a central enquiry point to ensure requests are dealt with in an effective manner;
- To gather information regarding the need for and use of language skills data.

Submitting Your Data Enquiries

All data enquiries should be made via our online enquiry service. You will need to specify the data/information you require and your intended use (what you need it for and whether you intend to publish it or not).

Visit the RLN website at: www.rln-northeast.com/lmi/ - click on Request LMI Data, you will be taken to the Welcome page and follow the instructions.

New Users

1. Select 'New Users:-Register Here' or the 'Register' box (top right).
2. Complete your contact details and click the orange Register button on the right.
3. You will receive an email with your log-in details (user name, password and PIN). Click the link within the message to verify your email address; this will take you directly to the log-in page with your details completed for you. Just click the orange log-in button on the right.
4. This will log you straight in to your account; here you can change your password (select My Passwords) or your contact details, request data (select Request Data and complete request form) or view your enquiries (select My Transactions).

Registered Users

If you have previously requested data from the RLN, you should have received your log-in details via email. You can use these to log-in via the RLN website (as above) in order to request data (if you need a log-in reminder, just contact the RLN office). Once you are logged in to My Account, simply click on Request Data and tell us what you need.

¹ Your details will remain confidential. Any person whose personal data is held by us may request the removal of their personal data by sending an email to lmi@rln-northernway.com

If for any reason you are unable to submit your enquiry via the website, please email lmi@rln-northernway.com

Regional Language Network – North East
(RLN-NE)
Stella House,
Goldcrest Way,
Newburn Riverside,
Newcastle Upon Tyne.
NE15 8NY

General Enquiries: 0191 229 6348
Fax: 0191 229 6201
Data Enquiries: 07817 602720
lmi@rln-northernway.com

Visit our website:
www.rln-northeast.com/lmi

