



The national learning opportunities database (NLOD)

What is the national learning opportunities database (NLOD)?

The NLOD is central to the information about courses given to callers of the learndirect scotland helpline and made available on the learndirect scotland website. Advice and information provided by our advisers is impartial and focuses on the needs of the individual caller.

I'm not eligible to become an ILA Scotland provider, can I still include my course information?

Any provider of learning in Scotland can include their course information on the NLOD regardless of being included in the ILA Scotland scheme. The aim of learndirect scotland is to make the NLOD as comprehensive as possible, so all learning providers, in all sectors, are welcome.

How do I register?

To register contact the information services team on 0141 285 6100 or email infoservices@learndirectscotland.com to request a registration pack or alternatively, download the forms from the partners website www.lds4partners.com/Learning+providers Once a completed registration pack is received the organisation will be allocated a contact within the information services team and issued with a copy of the software, PROMT.

What is PROMT?

PROMT (Provider Opportunity Management Tool) is free software which allows an organisation to add their courses to the NLOD. Updating course information is done via the internet giving an organisation the freedom to add and amend data as and when they need to.

Is there support for using PROMT?

The organisation's allocated contact within the information services team will be happy to provide guidance and assistance with using PROMT. There are help documents available on the partners website including a user guide and checklists. Also periodically, the information services team also run free workshops for PROMT users.

Would an organisation be obliged to use PROMT to update their information?

Although using PROMT is strongly recommended, it is understood that it may not be suitable for everyone. Where necessary alternative arrangements for those learning providers unable to submit details using PROMT can be made. Providers should be aware that PROMT is the quickest and most accurate way to ensure course information is included on the NLOD.

How much does it cost?

Registration is free, as is a copy of the PROMT software.

How long does the process take?

Within a few days of receiving a registration pack an organisation will be issued with their copy of PROMT. As soon as they are set up with PROMT and have been issued with a login and password then the organisation can begin submitting course information to the information services team. The allocated contact will then quality assure the information provided and publish the details to the websites – this generally happens within 5 days of submitting the information via PROMT.

The organisation is already registered, can PROMT still be used?

Yes, if an organisation has not already been issued with a copy of PROMT then by getting in touch with the organisation's allocated contact in the information services team this can be arranged.

What other benefits are there to registering on the NLOD?

As well as an organisation's information being made available to callers of the learndirect scotland helplines and to visitors of the websites, information will also be available on a number of learndirect scotland's partners' websites via embedded course searches. An organisation will also have access to information relating to when, where and how their information is being accessed, what courses and subjects are popular and where there are gaps in the market.