

NGED DataPortal2

Registration & Account Management

Version 2.0 – September 2022



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Accessing NGED DataPortal2

Web Address

The NGED DataPortal2 service is an online facility provided by National Grid Electricity Distribution.

It is accessible at the following web address: <https://dataportal2.westernpower.co.uk>

System Requirements

The NGED DataPortal2 website uses modern Web Standards to provide a dynamic and secure service. You will need a modern Web Browser, to enable Javascript and accept Cookies to use the service.

Your attention is drawn to the following points:

- A minimum screen resolution of 1024 x 768 and a fast internet connection are recommended for the best usability
- Geolocation facility is dependent on Hardware and Software support on your device
- Some features may be more difficult to use on Touch Screen devices
- Be aware that downloads from the site vary in size and some may take a longer time to download on slower connections

Registration

Where to Register

Access to the NGED DataPortal2 is restricted to users approved by National Grid Electricity Distribution.

To register for the service please complete the online registration at the following web address:

<https://dataportal2.westernpower.co.uk/Auth/Register>

Alternatively, you can access the registration page by accessing the site and clicking the “Click [here](#) to register.” link as highlighted in the picture below:

Log In

Please enter your login credentials below.

Email	<input type="text"/>
Password	<input type="password"/>
<input type="checkbox"/> I'm not a robot	 reCAPTCHA Privacy - Terms
<input type="button" value="Log In"/>	

Click [here](#) if you have forgotten your password.

[Click here to register.](#)

Completing the Registration

Please complete the registration form as completely and accurately as possible. We will use the information that you provide to determine your eligibility for access to the service. Incomplete or purposefully withheld information may delay your registration or result in your application being declined.

Please note that fields labelled **like this** are required fields and must be completed before your registration can be submitted.

The password you choose upon registration should meet the following requirements:

- Minimum of 6 characters in length
- Contain at least one upper case and one lower case letter
- Contain at least one number
- Contain at least one special character

When you have completed the registration form press the  button to send it.

If you have filled the form successfully you will receive the following acknowledgement:

Registration Confirmation

Thank you for registering for the NGED DataPortal 2 service, we are pleased to confirm that your registration request has been received successfully.

We will send a message to the email address you provided shortly. Please follow the instructions contained in this mail to confirm your ownership of the email address.

Please Note

NGED assess all registration requests. You will not be able to access the service until access has been granted.

In most cases these requests will be processed within 24 hours, however in some cases we may choose to contact you to gather further details to support your application.

If your request is approved you will receive an email notification to your registered email address.

Please [click here](#) to return to the Home page.

Within a few minutes of submitting your registration you should receive a mail to the email address used in the registration:

Dear User,

An account has recently been registered for the [NGED DataPortal2](#) service using this email address.

If you made this request, please confirm ownership of this email address by clicking [here](#).

If you did not make this registration, you may safely ignore this email - no further action is required.

Regards,

NGED DataPortal2 Team

Email: nged.planningdata@nationalgrid.co.uk

Telephone: 0121 623 9333

Please follow the link in the mail to confirm ownership of your email address.

Registration Outcome

You will not be able to access the NGED DataPortal2 service until your registration request has been approved by NGED. In most cases requests will be processed within 24 hours, however in some cases we choose to contact you to gather details to support your application.

You will be notified by email on the outcome of your registration request. If your request has been accepted, you will receive the following message via email:

Dear User,

I am pleased to inform you that your access request for the NGED DataPortal2 service has been approved.

You can [click](#) here to be taken to the login page.

Help documents can be viewed by following [this](#) link.

If you did not make this registration, you may safely ignore this email - no further action is required.

Regards,

NGED DataPortal2 Team

Email: nged.planningdata@nationalgrid.co.uk

Telephone: 0121 623 9333

Logging In

Log In

Access the website at <http://dataportal2.westernpower.co.uk> and populate the **Email** and **Password** fields:

Log In

Please enter your login credentials below.

Email	<input type="text"/>
Password	<input type="password"/>
<input type="checkbox"/> I'm not a robot	 reCAPTCHA Privacy - Terms
<input type="button" value="Log In"/>	

Click [here](#) if you have forgotten your password.

Click [here](#) to register.

The **Email** field is the email address that you used during the registration process.

The **Password** field is the password that you chose for yourself during the registration process. NGED do not know your password and will not be able to confirm it to you. In the case that you have forgotten the password you will need to complete a Forgotten Password request.

Complete the reCAPTCHA security measure by clicking in the empty box next to “I’m not a robot”. The reCAPTCHA process is used to protect our site and your login details. If for any reason you have had to login and out of your account multiple times within a short period, you may be asked to complete a simple image recognition task such as “Select all images with trees in them”.

When you have completed the above, click the button to proceed.

Accept Terms and Conditions

Each time you access the NGED DataPortal2 service you will be asked to confirm your acceptance of the Terms of Use. You should read these carefully and ensure that you understand them in full before proceeding.

You will not be able to login to the WPD DataPortal2 service without accepting the Terms of Use.

Use the scroll bar on the right of the Terms of Use document to scroll down:

Terms and Conditions

Please read the Terms and Conditions below before proceeding.

Terms of Use

1. Definitions

In these Terms of Use:

Acknowledgements: means the third party acknowledgements outlined in section 11 and such other third party acknowledgements which may be displayed within the Portal.

Authorised User: means any person that we have agreed is or able to benefit from a right to access the Portal.

Data: means the Downloadable Data and the EMU Viewer Data.

Downloadable Data: means any network asset data and background mapping which we make available to you to download in data chunks for internal planning purposes through the Portal which may be provided in a variety of GIS and CAD formats.

EMU Viewer: means the functionality of the Portal which enables you to gazetteer to view, select, pan and print EMU Viewer Data.

EMU Viewer Data: means any NGED network asset data (including low voltage linear assets) and background mapping, Ordnance Survey® Data and/or Third Party Ancillary Data which we make available through the EMU Viewer for you to view, select, pan and print.

Ordnance Survey® Data: means any data (including without limitation any Ordnance Survey® background data, OS MasterMap® and

I accept the Terms and Conditions

I understand that ONLY National Grid Electricity Distribution assets are shown and NOT Electricity Transmission

Proceed

Cancel

If you are happy to accept the Terms and Conditions, click in the empty check boxes to confirm this and then press the  button.

If you do not accept the Terms and Conditions, click the  button, you will be logged out and returned to the Home page.

Forgotten Password

If you have forgotten your password, you will need to submit a Forgotten Password request. NGED staff are not able to view your password for security reasons and will not be able to disclose it via email or telephone.

Submit Request

Follow the “Click here if you have forgotten your password” link on the login screen, as highlighted in the image below:

Log In

Please enter your login credentials below.

Email	<input type="text"/>
Password	<input type="password"/>
<input type="checkbox"/> I'm not a robot	 reCAPTCHA Privacy - Terms
<input type="button" value="Log In"/>	

[Click here if you have forgotten your password.](#)

[Click here](#) to register.

On the “Forgot your password?” screen enter the email address associated with your NGED DataPortal2 account:

Forgot your password?

Enter your email.

Please enter your registered email address.
If your email address is valid we will send you information on how to reset your password shortly.

Email	<input type="text"/>
<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>

Click the button when ready. Upon submitting your Forgotten Password request you will be shown a brief confirmation message.

Completing the Reset

Shortly after submitting your request (if the email address you supplied was valid), you will receive an email with instructions on how to proceed:

Dear User,

A password reset for your account on the NGED DataPortal2 service has recently been requested.

If you made this request, you can continue with the password reset by clicking [here](#).

Please Note: Password reset requests expire after 5 minutes; you will need to re-request if this time limit has expired.

If you did not request this reset, please be assured that your password has not been changed, [We](#) would however advise you check your online security practices / settings to ensure your account remains private.

Please be reminded that in-line with the Terms and Conditions, you are required to inform us if you believe that your account has been compromised. You can do this by replying directly to this email.

Regards,

NGED DataPortal2 Team

Email: nged.planningdata@nationalgrid.co.uk
Telephone: 0121 623 9333

Follow the link in the email to proceed to the final step in the reset process, this will open a page on the NGED DataPortal2 website:

Reset password.

Reset your password.

Email	<input type="text" value="joe.bloggs@mycompany.co.uk"/>
New Password	<input type="password" value=""/>
Confirm New Password	<input type="password" value=""/>
	<input type="button" value="Reset"/>

The **Email** field should be populated with the same email address used to submit the Forgotten Password request.

The **New Password** and **Confirm New Password** fields should be populated with a new password that confirms to the password standard:

- Minimum of 6 characters in length
- Contain at least one upper case and one lower case letter
- Contain at least one number
- Contain at least one special character

Click the  button to complete the process.

Account Details

To update any information associated with your account, such as:

- Change of contact details
- Change of employment / job role

Send an email to nged.planningdata@nationalgrid.co.uk with the details of the change.

Please note we may periodically contact you to verify your requirement for access, if we are unable to contact you we may revoke your access.

Change Password

If you wish to change your password, you can do this via the Account Details page.

[Log In](#) and then navigate to the Account Details page by clicking the link in the main menu bar at the top of the page.

On the “Your Account Details” page click the  button, this will open the Change Password page:

Change Password

Please complete the fields below.

Current Password	<input type="password"/>
New Password	<input type="password"/>
Confirm New Password	<input type="password"/>
	<input type="submit" value="Submit"/> <input type="button" value="Cancel"/>

The **Current Password** should be the password that you currently log in with.

The **New Password** and **Confirm New Password** fields should be populated with a new password that confirms to the password standard:

- Minimum of 6 characters in length
- Contain at least one upper case and one lower case letter

- Contain at least one number
- Contain at least one special character

Click the  button to complete the process.