



Co-funded by the
Erasmus+ Programme
of the European Union

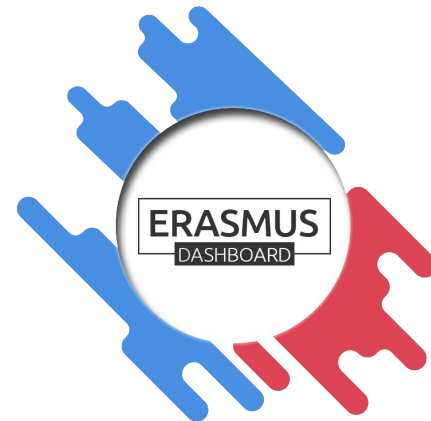


OLA and Dashboard

Complementary HEI and student interfaces

Agenda

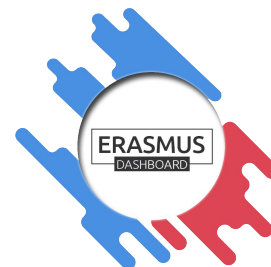
- Erasmus Dashboard
- Online Learning Agreement
- Q&A



OLA+ Goals



1. Improve quality of mobility experience (students)
2. Improve the nature of the work carried out by IROs, by making it less repetitive (coordinators/HEIs)
3. Decrease administrative costs (HEIs/nation state)
4. Increase participation in Erasmus+ (Europe)



“self-service”

- simple and universal
- IRO forwards students to platform but doesn't necessarily play an active part in process

nominations

- greater degree of IRO control
- option to pre-fill LA
- student receives automatic notification
- but (for the time being) they can also create their own LA

- Groups of 3 with ≥ 1 computers or tablets.
- Roles: student + sending coordinator + receiving coordinator.
- Showcasing the basic features of the Dashboard and OLA.
 - Uploading/nominating students – in such a way pre-filling the Learning Agreement and inviting a 'student' to OLA (using your email address).
 - Completing the Online Learning Agreement from student's perspective and signing it.
 - HEIs signing/declining.
 - Using other Dashboard tools: adding colleagues in Accounts and access , creating default email templates, etc (depending on the time left for your group)

Erasmus Dashboard

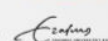
Erasmus Dashboard is a tool designed to support HEIs with the administration of mobility. It allows you to manage incoming and outgoing students, sign and review their Online Learning Agreements as well as communicate with students and partner institutions. Less paper. Less time wasted. And this is just the beginning!

*To get login credentials, please register and wait for account validation notification from the European University Foundation

Login

Registration

E+ Less paper. Less time wasted.



dashboard@uni-foundation.eu
FAQs

Student upload/nomination in the Erasmus Dashboard



E+ Dashboard β

Outgoing Students > Upload

My University
General info
Accounts and Access

Outgoing students
Student List
Upload
App step by step

Incoming students
Student List
App step by step

Support
FAQs
Tutorials
Documentation
Forum

Other
My settings
Logout

Student upload (copy from e.g. MS Excel file. [More info](#))

Select	Nr	First name*	Last name*	Email*	Start of mobility*	End of mobility*	Host f
<input type="checkbox"/>	1	<input type="text" value="First name"/>	<input type="text" value="Last name"/>	<input type="text" value="test1@eu.eu"/>	<input type="text" value="02-2018"/>	<input type="text" value="06-2018"/>	<input type="text" value="Faculty"/>
<input type="checkbox"/>	2	<input type="text" value="First name"/>	<input type="text" value="Last name"/>	<input type="text" value="test2@eu.eu"/>	<input type="text" value="03-2018"/>	<input type="text" value="07-2018"/>	<input type="text" value="Faculty"/>
<input type="checkbox"/>	3	<input type="text" value="First name"/>	<input type="text" value="Last name"/>	<input type="text" value="test3@eu.eu"/>	<input type="text" value="01-2018"/>	<input type="text" value="06-2018"/>	<input type="text" value="Faculty"/>
<input type="checkbox"/>	4	<input type="text" value="First name"/>	<input type="text" value="Last name"/>	<input type="text" value="test4@eu.eu"/>	<input type="text" value="02-2018"/>	<input type="text" value="06-2018"/>	<input type="text" value="Faculty"/>
<input type="checkbox"/>	5	<input type="text" value="First name"/>	<input type="text" value="Last name"/>	<input type="text" value="test5@eu.eu"/>	<input type="text" value="02-2018"/>	<input type="text" value="06-2018"/>	<input type="text" value="Faculty"/>

Finish the registration of your Erasmus+ account [Inbox x](#)

support@erasmusapp.eu

to nominated.student+demo ▾

Thu, Oct 18, 2018, 12:38 AM ☆



Dear First name Last name,

Your institution added you as an Erasmus+ mobile student on Online Learning Agreement platform. A pre-filled Learning Agreement has been prepared for you there and the platform will allow you to finalise the document and collect all the necessary signatures online.

You only have to setup your password to finish the registration.

[FINISH REGISTRATION](#)

Your Erasmus+ Profile allows you to access multiple platforms with the same login data. Check out the Erasmus+ App and get all the information on your mobile device!

[ANDROID](#)

[iOS](#)

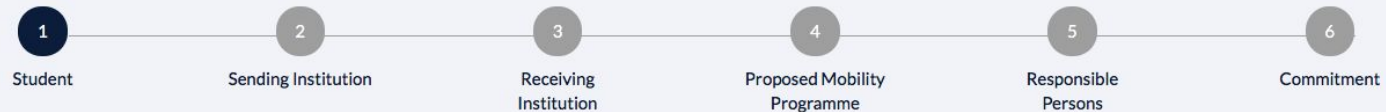
[From Erasmus to Erasmus+](#)

Nominated students receive a notification email to finish filling in their Learning Agreements on OLA platform

Students fill in the missing data..



You are that close to start your ERASMUS experience...



Student Information

Nationality*
Aland Islands

Nationality: country to which the person belongs administratively and that issues the ID card and/or passport.

Date of birth* 17/05/1993 Sex* Male Female

Student ID number a1234567 Phone Number

At student's home/sending institution Numbers, spaces and '+' symbol are accepted

Study cycle* Short cycle or equivalent (EQF 5) Academic Year* 2018/2019

Field of education* 0412 - Finance, banking and insurance

The ISCED-F 2013 search tool available at http://ec.europa.eu/education/tools/isced-f_en.htm should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the student by the Sending Institution.

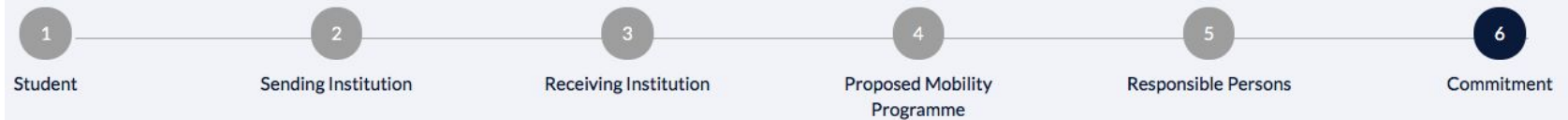
SAVE

NEXT STEP >

And sign the OLA when it is finalised



You are that close to start your ERASMUS experience...



Commitment of the three parties

By signing this document, the student, the sending institution and the receiving institution confirm that they approve the proposed Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and receiving institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the inter-institutional agreement for institutions located in partner countries).

The receiving institution confirms that the educational components listed in Table A are in line with its course catalogue.

The sending institution commits to recognise all the credits gained at the receiving institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties.

The student and receiving institution will communicate to the sending institution any problems or changes regarding the proposed mobility programme, responsible persons and/or study period.

Before signing - ask your institution coordinator if they accept touchscreen scanned signatures!

SIGN ONLINE



STUDENT'S SIGNATURE

Date: 2018-02-27 17:49:44

< PREVIOUS

SEND TO SENDING INST. COORDINATOR

Erasmus Dashboard

Erasmus Dashboard is a tool designed to support HEIs with the administration of mobility. It allows you to manage incoming and outgoing students, sign and review their Online Learning Agreements as well as communicate with students and partner institutions. Less paper. Less time wasted. And this is just the beginning!

*To get login credentials, please register and wait for account validation notification from the European University Foundation

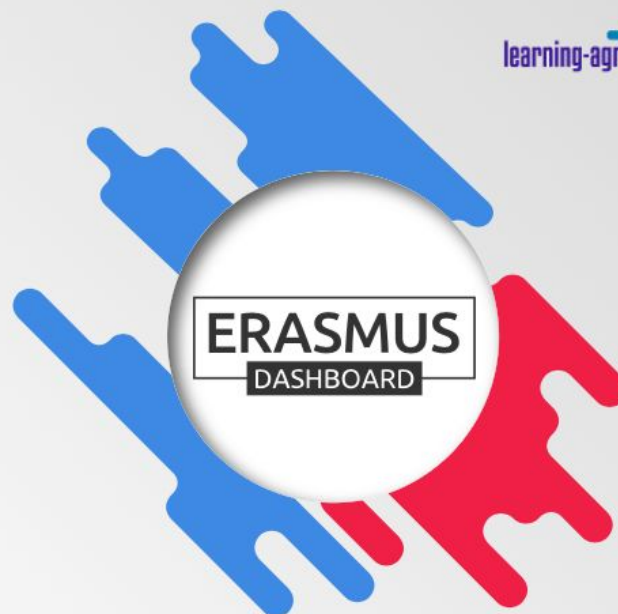
Login

Registration

E+

Less paper. Less time wasted.

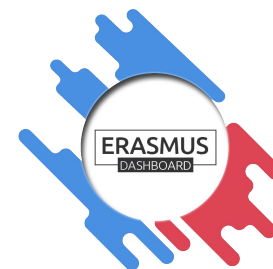
learning-agreement.eu



contact@uni-foundation.eu




HEIs and Students can always download the OLA



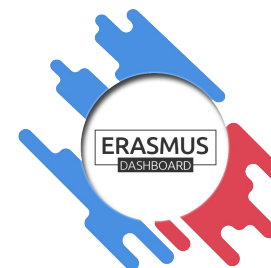
Commitment

By signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Sending Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Commitment	Name	Email	Position	Date	Signature
Student	First name Last name	+1234567890 / ola1+account7@uni-foundation.eu	Student	12-02 2018	
Responsible person at the Sending Institution	Institution account 1	+12345678 / ola1+test-account@uni-foundation.eu	Main account holder		
Responsible person at the Receiving Institution	John Doe	/ name2@mail.eu	Course Director		

- Download the OLA
- Exact EC LA template is generated

Features offered to manage mobilities



E+ Dashboard β

My University

- General info
- Accounts and Access

Outgoing students

Student List

Incoming students

- Student List
- App step by step

Support

- FAQs
- Tutorials
- Documentation

Other

- My settings
- Logout

Outgoing Students > Student List

Filters

[Clear all](#)

Signed before

Signed during

Country

Institution

Start Mobility

End Mobility

Uploaded ?

Academic year

Study cycle

Subject area

Columns

Select all

Select	Nr	First name	Last name ▼	Start mobility	End mobility
<input type="checkbox"/>	5	First name	Last Name	Feb 2018	May 2018
<input type="checkbox"/>	6	First name	Last Name	Feb 2018	Jun 2018
<input type="checkbox"/>	7	First name	Last Name	Feb 2018	May 2018
<input type="checkbox"/>	8	First name	Last Name	Apr 2018	Jul 2018
<input checked="" type="checkbox"/>	9	First name	Last Name	Sep 2018	Mar 2019
<input type="checkbox"/>	10	First name	Last name	Jun 2018	Dec 2018
<input type="checkbox"/>	11	First name	Last Name	Mar 2018	Jun 2018
<input type="checkbox"/>	12	First name	Last Name	Feb 2018	Jun 2018
<input type="checkbox"/>	13	First Name	Last Name	Mar 2018	Jun 2018
<input type="checkbox"/>	14	First name	Last Name	Feb 2018	Jun 2018
<input type="checkbox"/>	15	First name	Last Name	Sep 2018	Jan 2019
<input type="checkbox"/>	16	First name	Last name	May 2018	Nov 2018
<input type="checkbox"/>	17	First name	Last Name	Feb 2018	Jun 2018
<input type="checkbox"/>	18	First name	Last Name	Mar 2018	Jun 2018
<input type="checkbox"/>	19	First Name	Last Name	Apr 2018	Jul 2018
<input type="checkbox"/>	20	First name	Last Name	Feb 2018	May 2018

Send email

Sign before mobility

Sign during mobility

Decline before mobility

Decline during mobility



Accounts and Access

E+ Dashboard β

My University

General info

Accounts and Access

Outgoing students

Student List

Upload

App step by step

Incoming students

Student List

App step by step

Support

FAQs

Tutorials

Documentation

Forum

Other

My University > Accounts And Access

Multiususer access

Role name Select multiple permissions

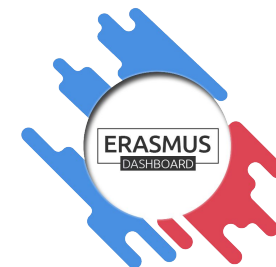
Role name	Permissions		
Administrator	Creating accounts Uploading students Editing step by step	Remove	Edit
Course Director	Editing general info Creating accounts Managing students Editing step by step Uploading students	Remove	Edit

Account management ?

Name Email Phone number Select role

Name	Email	Phone nr	Role	Action
John Doe	ola2+test@uni-foundation.eu	12345678	Course Director	Remove Edit

1. OLA – Hands-on



Groups of 3 with ≥ 1 computers or tablets.

Define roles: Student + Sending coordinator + Receiving coordinator.

Sending coordinator:

1. Log into the Erasmus Dashboard <http://www.erasmus-dashboard.eu>
2. Upload 1 student (with your colleague's email address as **Student**) by pre-filling information in their Learning Agreement. As receiving institution use the institution of another colleague sitting next to you – the one given the role of **Receiving coordinator**.

Student:

1. Follow the instructions from the email received as a student on Online Learning Agreement platform.

2. OLA – Hands-on



Student:

1. Register/sign in to access the OLA.

(If the given email address is already registered you can just log in the www.learning-agreement.eu and see the latest OLA prepared for you. If it is a new email address – you will be invited to finish creation of your account to access the OLA)

2. Fill out the missing information and sign the LA.

Important:

Pay attention to the email addresses of the people indicated to sign as Sending and Receiving HEI according to your roles in the group.

3. OLA – Hands-on



1. **Sending coordinator** checks LA and signs/declines either when logged in on the Dashboard (if registered) or following the instructions in the email. (if you decline – the student receives an email notification that they should update their proposal and sign again).



2. **Receiving coordinator** checks LA and signs/declines.
3. When the OLA is confirmed by all parties the **Student** receives an email notification and everyone can view (or download, if needed) the finalised OLA.

4. OLA – Hands-on



1. **Receiving** and **Sending** coordinators can use other features available to manage the information – use filters, search features, sorting, different ways of displaying the information.
2. Try adding your colleagues to the Dashboard or edit the roles/permissions in *Accounts and Access*.
3. Try editing the default email templates in *My Settings*
4. Try initiating the changes to the LA (process should start by the **Student** on www.learning-agreement.eu)





Questions and Answers

**THANK YOU
FOR YOUR ATTENTION**



Co-funded by the
Erasmus+ Programme
of the European Union



OLA+ project partners



Erasmus+ App partners

