

Welcome

Hello all! It is good to see you again. Slowly but surely, we are moving towards summer! We hope you are enjoying the nicer weather and are looking forward to the vacation time on the horizon.

Data Cleaning – what does it entail and how does this impact the daily activities?

In the past couple of months, we have been working closely with some colleagues from LISA to identify what actions are needed from the Mobility-Online team to abide by the law regarding the preservation of personal data.

In this context, a thorough analysis of the available functionality within Mobility-Online was carried out, compared to what required preservation periods can be found for each process. After the analysis phase was completed, the Frequently Asked Questions (FAQs) were developed and shared with the different parties involved in the various processes; faculties, CES-SAS, CES-SOIR and CES-SAL. We are currently busy collecting the feedback from these parties and addressing any concerns they may have.

Our expectation is that the first data cleaning of Mobility-Online will most likely take place around September or October this year. The actual cleaning will be announced beforehand, but it is not expected that carrying out the actual cleaning will affect the working of the system. Thus, it is expected that you as well as the students will be able to carry out working in Mobility-Online as usual.

Collaboration with UCLL (University Colleges Leuven Limburg) and the development of Blended Intensive Programs (BIPs) in Mobility-Online

As we have mentioned in a previous newsletter, a collaboration has developed with the (functional) administration team for Mobility-Online at the University Colleague of Limburg and Leuven (UCLL).

In the course of this collaboration new pipelines for Blended Intensive Programs (BIPs) under Erasmus+ are being developed.



We have 4 different kinds of student applications regarding EWP (Erasmus Without Paper) for now, the difference depends on the EWP settings and procedure of the partner.

1. Student applications connected to a partner where both EWP and DLA is activated and used.
2. Student applications connected to a partner where EWP is not activated.
3. Student applications connected to a partner where EWP is activated but DLA is not activated.
4. Student applications connected to a partner where both EWP and DLA is activated but they choose not to use DLA (yet).



The incoming pipeline for BIPs has been completed and we estimate that the outgoing pipeline is finished for approximately 90%. All financial calculations have been set up in the system and automatic assignment of “green travel” has been implemented.

Despite the fact that a large amount of the work around the implementation of the BIP in Mobility-Online has been completed, there are still plenty of tasks that need our attention before we can “go live”. Among these tasks are, for example, the testing of the grant agreement, creating help texts for pipeline steps as well as workflow steps, creating email templates and download templates. Of course, involving our contact persons at the various faculties will also be part of it once we have completed more of our last to do items.

We will keep you updated on the progress, and please contact us if you have any questions.

I do not want MO access anymore. What do I do?

Did your position change? Or have your tasks changed? Did a colleague of yours retire or leave the team? Whatever the reason, we would like to make you aware that if access to Mobility-Online is no longer needed, it would be much appreciated if you notify us. The easiest way to do so is by completing this [form](#).

Many thanks for your help!

The screenshot shows a web form titled "REVOKE AUTHORISATION" with a decorative map of Europe in the top right corner. The form contains several paragraphs of explanatory text and two sections of input fields. The first section, "CONTACT INFORMATION (REQUESTOR)", has fields for "Name" and "Emailaddress". The second section, "AUTHORISATION INFORMATION (EMPLOYEE)", has fields for "Employee number" and "Name". A red "SUBMIT" button is located at the bottom right of the form.

REVOKE AUTHORISATION

This form is meant to revoke **all** authorization regarding Mobility-Online. This means the UT employee will be set on inactive and the account will not be able to login Mobility-Online.

For security reasons this form should only be filled out by teamleaders BOZ, Head of CSA and head of departments.

This will be thoroughly checked when we handle your request.

CONTACT INFORMATION (REQUESTOR)

Name

Emailaddress

AUTHORISATION INFORMATION (EMPLOYEE)

Employee number

Name

SUBMIT