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Newsletter Mobility-Online

**no. 16**

**November 2024**

# Welcome

The time for cozy blankets, candles and hot chocolate is here! Let’s enjoy a walk in the rustling leaves or get together with family and friends for a game night. The first streets are already being decorated for Christmas, while most of the children enjoy the ‘Sinterklaasjour-naal’. We hope you get to make lots of beautiful memories.

# Update: Placement Pipeline

As mentioned in our previous newsletter, the work on combining the two (incoming) placement pipelines into just one placement pipeline has started. For those of you who are not familiar with the placement pipelines, these are used for or by incoming student who wish to carry out an internship at one of the research groups here at the University of Twente.

So far, the differences between the current two pipelines have been identified and any needed changes, based on requests from either the Admission Office or the Exchange Coordinators have been taken into account while creating the new pipeline. Here are two examples:

1. limit the amount of pipeline and workflow steps that need to be carried out by back office and students
2. making ECTS mandatory and limiting the allowed values to 5-60.

Within the workflow, the student will indicate, among other things, the research group they are applying to as well as their contact person at said research group. Once this step is completed, an automatic email will be sent to the provided contact to approve or reject the application for a placement.

This step is new, as currently the Exchange Coordinators have to check whether a placement is possible with the research group and then need to inform the student via the pipeline. This new step should improve the turn-around time for approving / rejecting a placement application.

During the evaluation process, the student can continue to provide all required documentation in the workflow and the Admission Office can process these independently from the response of the research group. This should once more result in a shorter turn-around time, which will in turn improve the time available for visa applications etc.

# Workshops: Mobility-Online Tips & Tricks

We recognise that pipelines as well as workflows are changing a lot within Mobility-Online. We therefore would like to offer reoccurring workshops to all employees using Mobility-Online.

In these workshops, multiple topics will be touched upon:

* general tips, such as how to best use the quick search, opening multiple applications in parallel
* favourites, what is it, how does it work and how can it make it easier for you
* updates regarding system developments; these may differ depending on the group of people who have signed up to the respective workshop.

Of course, there will also be plenty of opportunities to ask questions during the workshop. We plan to send out a quick questionnaire following the workshop, where you can provide feedback as well as mention any wishes for changes etc. Those will be collected and addressed in our regular meetings with (key)users from the different faculties and other service departments involved.

You can expect an announcement of the first workshop in the beginning of 2025. Sign-up will be required as there will be a limited number of participants per workshop. Depending on the initial response, we will look into the frequency of scheduling these workshops.

# Data cleaning project and first time data cleaning

We are happy to share with you all that we are in the process of concluding the data cleaning project for Mobility-Online. All legal retainment periods have been identified and checked, adjusted within reason based on feedback from stakeholders and any missing reports have been noted and created. Should you have any questions or concerns, we refer you to the [FAQ for data cleaning](https://www.utwente.nl/en/educational-systems/about-the-applications/mo/for-ut-staff/#faq).

The functionality has been tested multiple times in the test environment of Mobility-Online as well as the data warehouse and all results a very satisfactory.

Therefore, the first cleaning of the production environment has been scheduled: Monday 25 November between 16:30 and 20:00 hrs and possibly Thursday 28 November between 16:30 and 20:00 hrs if needed.

What will the effect for users be? At the time of the data cleaning , logging in to Mobility-Online will not be possible. While it is in theory still possible to work in Mobility-Online during the data cleaning, this extra pre-caution is taken to avoid any complications. Another pre-caution is that a complete backup of the production environment will be made before the cleaning process is started in case of a roll-back scenario.

We expect the data cleaning process will run smoothly and will be completed within the first evening.

# Update: Graduation – Standard: Pilot EEMCS

We are glad to report that the changes for EEMCS to the Graduation – Standard pipeline have resulted in very little hick-up’s so far.

It was mentioned that the introduction of the ‘mid-term evaluation’ field could have been communicated better; with both regards the introduction itself as well as the reasons for this field and the impact for students and back office.

So here is a bit more background on the ‘mid-term evaluation’. A program director noticed that more and more projects were being reviewed too late in the process, not giving the student sufficient time to adjust the project or abandon it in favour of a new, feasible project. The need to make both parties, students and supervisors, more aware of the necessity for a mid-term evaluation of the project and to have a ‘guideline’ on when said evaluation should take place was identified. Since students are already required to register their graduation projects in Mobility-Online, our team was approached with the question whether a field could be added where students could enter a date. This date does not have to be precise, but rather a guideline on which supervisors would be able to report.

Currently the mid-term evaluation field has been added for EEMCS as an optional field. This means all students can enter a date. Originally, it was only set up for the original program approaching Mobility-Online, but the added value was seen directly and it was requested to implemented for all of EEMCS.

The effect for the students are rather minimal at this moment, because the field is optional and thus the student can complete the registration form even without filling it. The mid-term evaluation field does not limit the availability of the actions to be taken in the workflow.

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