

Newsletter Mobility-Online

Welcome

The summer has come and gone in a whirlwind! We hope you have enjoyed your holidays or at the very least that you do not have to wait much longer to go on vacation.

Planning remainder 2024

In the second half of 2024 our team will focus on the following projects:

Combining the two different placement pipelines (incoming) into just one pipeline. It has been brought to our attention by the users that the pipeline Placement with Agreement is barely used and thus it was decided to combine it with the pipeline Placement without Agreement. The process of integrating both pipelines into just one single pipeline will be taking place from the end of September 2024 onwards. We will keep in close contact with users in SAS and the faculties to test the new pipeline thoroughly.

As you know we have been busy developing a pipeline for Blended Intensive Programs (BIPs) under Erasmus+. We hope to be opening them for use towards the end of 2024. Since short-term blended mobility as well as the ECIU-Scholarship process share a lot of similarities with the BIP process, the implementation of these two processes into MO will also shortly follow.

During the supplier event in June, the new user interface for the pipeline was shared with all Mobility-Online users. We have decided to combine testing of the workflow and the pipeline in order to roll it out all at once. This will, however, take some more time and most likely will only be completed towards the end of this year / beginning of next year. Moreover, we hope that introducing layout changes to the workflow and pipeline at once will help consolidating any reworking that needs to be done for manuals or

other materials shared with you or by you with the students.

Given our current workload, it was decided to push out the topic "Reports in MO" to 2025.

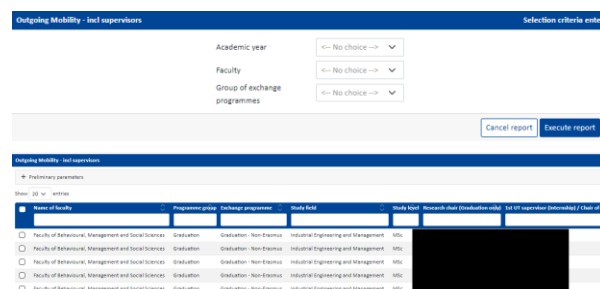
As we all know, the University of Twente is faced with having to bring down financial expenses. This might lead to changes in priorities depending on whether Mobility-Online is requested to help in identifying ways to make processes more efficient and to unify ways of working.

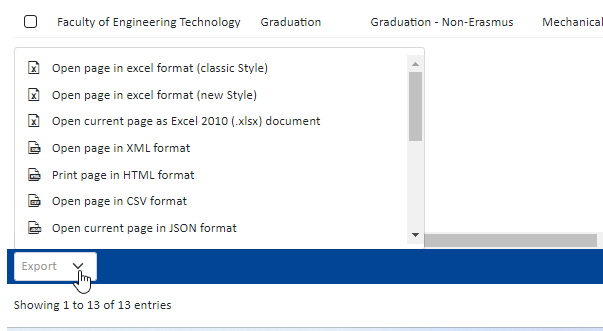
(Green) Travel Allowance

Starting this academic year students receiving an Erasmus+ Scholarship also receive a contribution to their travel costs. The amount of Travel Allowance is based on the distance to the host institution. In case a student is travelling sustainably (by bus, train, bike or carpooling), the amount is higher. You can find the amounts on the [Study Abroad website](#).

Updated Layout for Reports

As some of you will probably have noticed already, the layout of the reports has been updated. Now, only the filters of the respective report can be selected before executing it. All results are shown within Mobility-Online in a list view. And in order to download the report results, you need to click on "Export" and select the desired format from the drop-down list.





Graduation – Standard: Pilot EEMCS

As some of you might have already noticed, there are a couple of new steps introduced to the Graduation – Standard pipeline. These changes have been explained to the back office (BOZ) of EEMCS at the beginning of this week, so now is the time to also share with the rest of the Mobility-Online users, why these steps are being introduced.

EEMCS approached us with some bottlenecks, which they encountered regularly, and together a closer look was taken at the issues. This resulted in development of a couple of new steps for the student as well as the back office (BOZ / student affairs).

This should shift some of the workload – and more importantly the responsibility for data correctness – from the back office to the student, who are the source of the information. Thus, resulting in time saving and more accurate reporting.

EEMCS Students are now required to check their application details once more in Mobility-Online before they are able to download their “Colloquium Form” from the system, which they need in order to schedule said colloquium. This has the advantage that (1) data in Mobility-Online is up to date with what the student actually did during the thesis and that the committee members are all known, thus (2) the back office does not need to spend time on correcting this data and (3) any reporting based on Mobility-Online data is current and correct.

For the back office these new student steps are reflected in the display step “[EEMCS] Details not yet confirmed and Request Form not yet downloaded by student”.

Once the signed colloquium form is handed in at the back office, the bottom two steps need to be complete by the back office in order to mark the application as finished.

During the mobility		
1	Erasmus+ mobility - Evaluation	Erasmus+ feedback on mobility evaluation
2	[EEMCS] Details not yet confirmed and Request Form not yet downloaded by student	Update application
3	[EEMCS] Request Form for Final Presentation received	
4	[EEMCS] Create checklist	
5	[EEMCS] Checklist created/Application approved - Application not yet marked as finished	Mark application as finished
6	[EEMCS] Checklist created/Application approved - Application not yet marked as incomplete	Mark application as incomplete
7	If incomplete - Email sent to the student - Application not yet marked as corrected by the student	
8	If incomplete - Application corrected by the student - Application not yet marked as finished	
9	If incomplete - Application corrected by the student - Application not yet marked as incomplete again	
After the mobility		

Sending emails with Mobility-Online. How to edit automatic emails in pipeline steps?

Did you know that you can personalize and add to any standard email send via a pipeline step?

All you need to do is on “Send e-mail based on this e-mail template”. Next you can make any desired changes and then send the adjusted email to the student.

