



Nationalagentur Erasmus+ Bildung

**Webinar für erfolgreiche Antragsteller/innen – MODUL 2
Erasmus+ IT-Tools: Mobility Tool, Online Linguistic Support**

Erasmus+ IT-Tools zur Projektentwicklung

Mobility Tool+ Online Linguistic Support

Mobility Tool+

Projektmanagement

Mobility Tool – Zugang

- Freischaltung nach Gegenzeichnung der Finanzhilfevereinbarung durch NA
- Benachrichtigung an die Kontaktperson mittels automatischer E-Mail (Angaben aus dem Projektantrag)
- <https://webgate.ec.europa.eu/eac/mobility>
- Einstieg über EU Login

Mobility Tool – Funktionen

- **Organisationen** und **Kontakte** bearbeiten
- **Mobilitäten** anlegen und verwalten
- **Budget** überprüfen und Organisationskosten eintragen
- **Schlussbericht** erstellen und inkl. Beilagen online übermitteln

Mobility Tool schreibt Ihnen vor, sich zu authentifizieren

Bitte anmelden, um fortzufahren


Verwenden Sie Ihre E-Mail-Adresse

Weiter

[Neues Konto erstellen](#)

Oder

Oder nutzen Sie die elektronische Kennzeichnung
Ihres Landes

 [Land auswählen](#)

Einfach, schnell und sicher: **EU Login-App** herunterladen



Mobility Tool – Projektangaben

Project 2018-1-AT01-KA102-0 submitted NA Validation open

Details Dashboard Organisations Contacts Mobilities Mobility Import - Export Budget Reports NA Validation

Project Details **Project Log**

Context information

Programme: Erasmus+
Key Action: KA1 - Learning Mobility of Individuals
Action Type: KA102 - VET learner and staff mobility
Call Year: 2018
Round: 1
Start of Project: 01/06/2018
End of Project: 31/05/2019
Project Duration (months): 12

Project information

Grant Agreement No.:
Applying on behalf of a consortium?:
National ID:
Project Title:
Project Acronym:
Project Status:
Check Status: OPN

Project Access

User's role in project: Admin
Access to Project: Edit Access to Project
Project is locked:

History information

Created on: 05/07/2018 11:11:37 **by:** National Agency
Updated on: 10/10/2018 13:00:36 **by:**

National Agency

National Agency: AT01 - OeAD – OeAD (Österreichische Austauschdienst)-GmbH
 For further details about your National Agency, please consult the following page
https://ec.europa.eu/programmes/erasmus-plus/contact_en

Beneficiary Organisation information

PIC:
Legal Name:
Business Name:
Full legal name (National Language):

Mobility Tool – Organisationen

Organisations

[+ Create](#)

Search in 10 records

selection | | bulk operations

<input type="checkbox"/>	Beneficiary	Co-Beneficiary	Role	Changed organisation details	PIC	Organisation ID	Legal Name	Department	Public Body	Non-profit	Country	City	Contacts	
<input type="radio"/>	✓	✗	Beneficiary						✓	✓	Austria	Klagenfurt	4	<input type="button" value="list"/>
<input type="radio"/>	✗	✗	Partner						✓	✓	Germany	Hamburg	2	<input type="button" value="list"/> <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="radio"/>	✗	✗	Partner						✗	✓	Germany	Seefeld Hechendorf	2	<input type="button" value="list"/> <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="radio"/>	✗	✗	Partner						✗	✓	Germany	München	2	<input type="button" value="list"/> <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="radio"/>	✗	✗	Partner						✗	✓	Germany	Hamburg	1	<input type="button" value="list"/> <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="radio"/>	✗	✗	Partner						✓	✓	Ireland	Dublin 1	1	<input type="button" value="list"/> <input type="button" value="edit"/> <input type="button" value="delete"/>
<input type="radio"/>	✗	✗	Partner						✓	✓	Ireland	Dublin 15	1	<input type="button" value="list"/> <input type="button" value="edit"/> <input type="button" value="delete"/>

Mobility Tool – Kontakte

List Contacts + Create

Organisation:

Search in 16 records

selection | export | bulk operations ↻

	Organisation PIC	Organisation Legal Name	Contact First Name	Contact Last Name	Department	Position	Email	Telephone 1	Beneficiary	Legal Representative	Preferred Contact	OLS	Access to Project	
<input type="radio"/>						Projektkoordinatorin			✓	✗	✓	✗	E	
<input type="radio"/>						Manager			✗	✗	✓	✗	✗	
<input type="radio"/>						Schulleiterin			✓	✓	✗	✗	V	
<input type="radio"/>						Projektkoordinator- Stellvertreterin und Praxisbegleitende Lehrperson			✓	✗	✓	✗	E	
<input type="radio"/>						Leitung			✗	✗	✓	✗	✗	

Mobility Tool – Mobilitäten

Project 2018-1-AT01-KA102-0 follow-up | Details | Dashboard | Organisations | Contacts | **Mobilities** | Mobility Import - Export | Budget | Reports

Mobilities

More actions ▾ + Create

All **7** | Complete **6** | Draft **1**

Search in 7 records Q

selection | | bulk operations ↻

<input type="checkbox"/>	Participant First Name	Participant Last Name	Participant Email	Activity Type	Mobility ID	Sending Country	Receiving Country	Start Date	End Date	Complete	Report Status	Requested On	Received On	Invalid Fields	
<input type="radio"/>				<u>VET-TAA</u>		Austria	Ireland	21/08/2018	27/08/2018	✓				0	📄 📄 ✎ 🗑️
<input type="radio"/>				<u>VET-SHORT</u>		Austria	Ireland	01/07/2018	31/08/2018	✓	Submitted	31/08/2018	21/09/2018	0	📄 📄 ✎ 🗑️
<input type="radio"/>				<u>VET-PLONG</u>		Austria	Ireland	01/07/2018	30/09/2018	✓	Requested	30/09/2018		0	📄 📄 ✎ 🗑️
<input type="radio"/>				VET-SHORT		Austria	Ireland	01/07/2018	22/07/2018	✓	Requested	10/09/2018		0	📄 📄 ✎ 🗑️
<input type="radio"/>				VET-PLONG		Austria	Ireland	01/07/2018	30/09/2018	✓	Requested	30/09/2018		0	📄 📄 ✎ 🗑️

Mobility Tool – Mobilitäten anlegen

MOBILITY

Activity Type
 Long-term Activity

Mobility ID

Force Majeure ?

Mobility saved 25 days ago **You have pending changes**

Nothing to save

At least one Draft mandatory field is not valid [highlight draft fields](#)

HISTORY INFORMATION

Created on 10/09/2018 22:32:47 by Maria KURZ
 Updated on 21/09/2018 15:46:52 by Maria KURZ

PARTICIPANT

Participant Data Participant Report Certifications (0 max. 3)

Participant ID

Participant First Name

Participant Last Name 255 characters left

Participant Email value required 255 characters left

Date of Birth (dd/mm/yyyy) invalid date (dd/mm/yyyy)

Participant Gender value required

Mobility Tool – Teilnehmerberichte

Project 2018-1-AT01-KA102-0 follow-up | Details | Dashboard | Organisations | Contacts | **Mobilities** | Mobility Import - Export | Budget | Reports

Mobilities

More actions ▾

+ Create

All 7 | Complete 6 | Draft 1

- Export Participant Report(s)
- Revalidate Mobilities

Search in 7 records

selection | export | bulk operations

Add/Remove Columns: participant first name | participant last name | participant email | activity type | mobility id | sending country | receiving country | receiving organisation legal name | start date | end date | draft | complete | report status | updated on | requested on | received on | accompanying person | duration calculated (days) | eu mobility total grant (calculated) | **invalid fields** | Done

Participant First Name	Participant Last Name	Participant Email	Activity Type	Mobility ID	Sending Country	Receiving Country	Start Date	End Date	Complete	Report Status	Requested On	Received On	Invalid Fields
			VET-SHORT		Austria	Croatia	01/08/2018	31/08/2018	✘	NONE			1
			VET-SHORT		Austria	Ireland	01/07/2018	31/08/2018	✓	Submitted	31/08/2018	21/09/2018	0
			VET-PLONG		Austria	Ireland	01/07/2018	30/09/2018	✓	Requested	30/09/2018		0
			VET-PLONG		Austria	Ireland	01/07/2018	30/09/2018	✓	Requested	30/09/2018		0

Von Corona betroffene Mobilitäten

Projekt 2019-1-AT01-KA102-050752 follow-up | Projektangaben | Übersichtsseite | Organisationen | Kontakte | **Mobilitäten** | Mobilität Import - Export | Inclusion | Budget

Berichte

Mobilitäten

Weitere Aktionen ▾ + Anlegen

Alle **18** | Vollständig **18** | Entwurf | Übersicht **2+2**

Suche in 18 Datensätze 🔍

auswahl |
 export |
 sammelvorgänge ↻

☰	Vorname	Nachname [▲]	E-Mail Teilnehmer/-in	Aktivitätstyp	Zielland	Datum Beginn	Datum Ende	Vollständig	Status des Berichts	Angefordert am	Erhalten am	
<input type="radio"/>	Testpax17	Corona-Abbruch	nadja.simeoni@oead.at	VET-SHORT	Deutschland	09/03/2020	16/03/2020	✓	Angefordert	19/05/2020		📄 📅 ✎ 🗑️
<input type="radio"/>	Testpax18	Corona-Absage	nadja.simeoni@oead.at	VET-SHORT	Deutschland	16/03/2020	16/03/2020	✓	NA-EXCLUDED			📄 📅 ✎ 🗑️
<input type="radio"/>	Testpax3	Plong	<u>testpax@test.at</u>	VET-PLONG	Irland	15/06/2019	30/09/2019	✓	<u>UNZUSTELLBAR</u>	18/05/2020		📄 📅 ✎ 🗑️

Von Corona betroffene Mobilitäten

Mobilität für **Corona-Abbruch** Testpax17 Mobilität ✓ Teilnehmer/-in ✓ von / nach ✓ Dauer ✓ Budget ✓

50752-MOB-00017

Höhere Gewalt?

Erläuterungen zu Höherer Gewalt
Im Mobility Tool eingegebene Daten dürfen keine sensiblen Informationen enthalten, dies gilt insbesondere für Angaben zu ethnischer Herkunft, politischer Einstellung, religiösen oder weltanschaulichen Überzeugungen und Gewerkschaftszugehörigkeit von Teilnehmenden sowie Informationen zu Gesundheit oder Sexualität.

(vorzeitiger Abbruch wg **Corona**)

This flag is set automatically for Force Majeure mobilities ending in 2020 and whose Force Majeure comment contains the keyword "corona" or "covid"

COVID-19 affected

Mobility Tool – Budget

Budget [Export PDF](#)

Nothing to save

	Approved Budget (by National Agency)	Current Budget (in Mobility Tool)	% Current/Approved budget
Total Project	25.082,00 €	25.082,00 €	100,00 %
Organisational Support			
No. of Participants (excluding acc. persons) : 22		7.700,00 €	
	6.650,00 €	3.725,00	56,02 %
Exceptional costs - Guarantee	0,00 €	0,00	
Activity Type			
VET-SHORT : Short term mobility of VET learners		21.357,00 €	
EU Travel Grant	18.432,00 €	21.357,00 €	115,87 %
EU Travel Grant	4.940,00 €	5.765,00 €	116,70 %
Exceptional Costs for Expensive Travel EU Grant		0,00 €	
EU Individual Support	13.492,00 €	15.592,00 €	115,56 %

Differenz =



Mobility Tool – Schlussbericht (1)

Project 2018-1-AT01-KA102-0 follow-up Details Dashboard Organisations Contacts Mobilities Mobility Import - Export Budget Reports

Beneficiary Reports

Final Beneficiary Report



Please click on this button to generate a new Beneficiary Report

Generate Beneficiary Report

Mobility Tool – Schlussbericht (2)

draft saved 3 minutes ago

100%

Start Submission Process

[return to report page](#) · [print draft](#)

- 1. Context ✓
- 2. Project Summary ✓
- 3. Summary of participating organisations ✓
- 4. Description of the Project ✓
- 5. Implementation of the Project ✓
- 6. Activities ✓
- 7. Participants' Profile ✓
- 8. Learning Outcomes and Impact ✓
- 9. Dissemination of Project Results ✓
- 10. Future Plans and Suggestions ✓
- 11. Budget ✓
- Annexes 1

	Total	0.00
--	-------	------

Please describe for each activity type the nature of the costs incurred.

N/A

Annexes

Annexes: in this section, you need to attach additional documents that are mandatory for the completion of the report;

Please note that all documents mentioned in section "Checklist" need to be attached here before you submit your form online.

Attachments quota usage

List of uploaded files

TEST.docx

0.01 Mb a few seconds ago [mark as container of declaration of honour](#)

✕

Add more files

Select File

Drop Here Your File(s)

Mobility Tool – Nützliche Links

→ Handbuch / Anleitungen:

www.bildung.erasmusplus.at

> Berufsbildung > Mobilität > Mein laufendes Projekt

Online Linguistic Support (OLS)

Sprachliche Vorbereitung

Online Linguistic Support („OLS“)

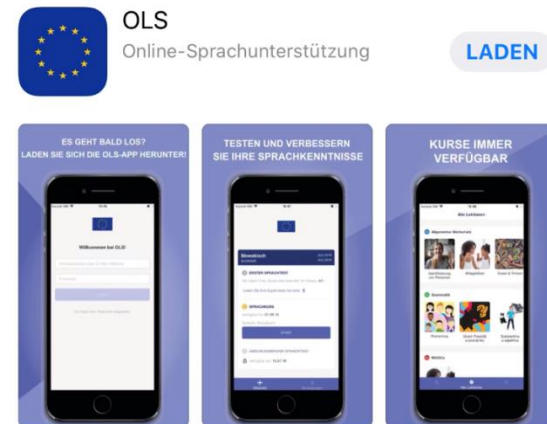
- bei Aufenthalt > 19 Tage
- verpflichtend: Online Assessment vor dem Aufenthalt (24 Sprachen)
- bei Bedarf: Online Sprachkurs (22 Sprachen)
- Arbeits- oder Landessprache
- <http://erasmusplusols.eu/de/>



Features

- Für OLS Kontaktpersonen:
 - „Multiple Roles Feature“
 - Trainer/innen-Lizenzen

- Für Lernende:
 - Tutoring Sessions
 - MOOCs
 - [iOS](#) und [Android](#) Apps



OLS – Zugang zum Tool

- NA verteilt Lizenzen an Projektträger/innen
- Projektträger/innen verteilen Lizenzen an Lernende
(Sprachtest an alle mit Aufenthalt > 19 Tage; Kurse an jene mit Interesse und entsprechendem Bedarf)
- Zugangsdaten erhalten Kontaktpersonen und Lernende automatisch per E-Mail

OLS – Rolle der Benutzer/innen

→ Rolle der Kontaktperson:

- verteilt Lizenzen für Tests und ggf. Kurse
- trägt E-Mailadressen der Lernenden und Sprache ein
- überwacht Nutzung der Lizenzen durch Lernende

→ Rolle der Lernenden:

- tragen ihre Basisdaten ein und absolvieren Sprachtests und ggf. Kurse

OLS – Zugang zum Tool (1)

**Willkommen bei der
Erasmus+ Online-
Sprachunterstützung
(Online Linguistic
Support, OLS)!**

Anmeldedaten oder E-Mail-Adresse

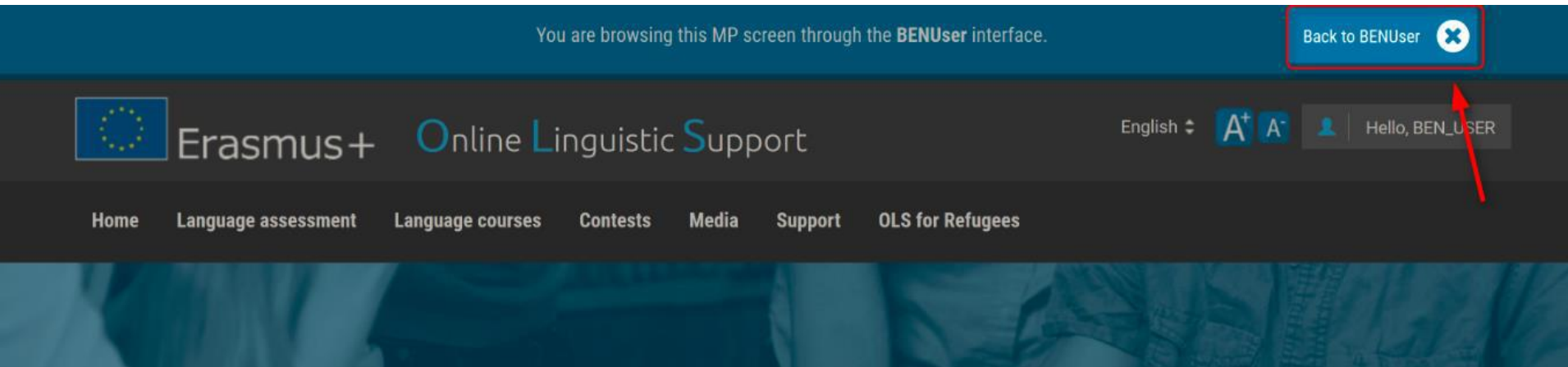
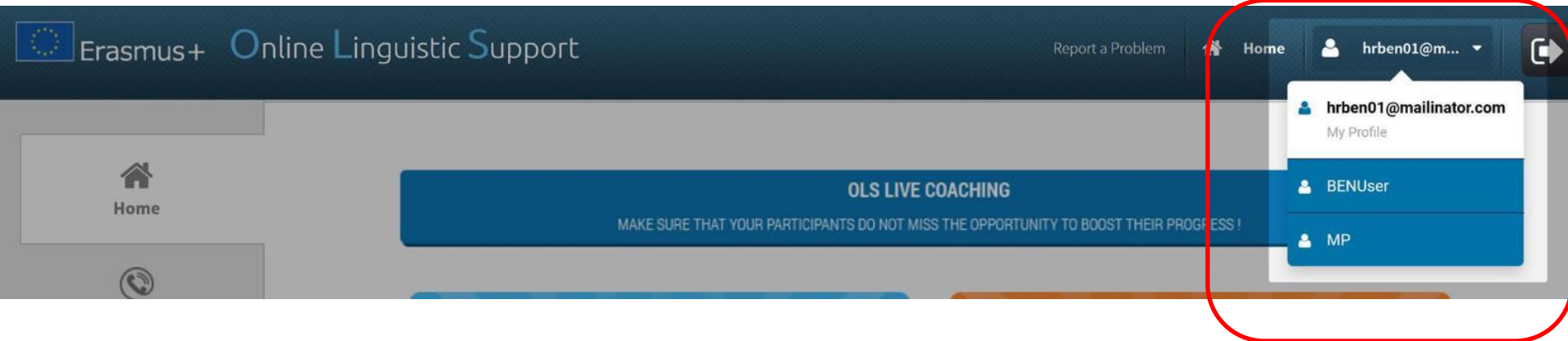
Passwort

LOGIN

[Ich habe mein Passwort vergessen.](#)

OLS – Zugang zum Tool (2)

OLS – Zugang zum Tool (3)



OLS – Lizenzen für Sprachtests (1)



Home



Project Contact Persons



Licence Allocation To
Participants - Assessment

Licence Allocation To Participants

Erasmus+	2018-ONA-AT01	Erasmus+	2017-ONA-AT01
Remaining assessment licences:	1	Remaining assessment licences:	0
Remaining course licences:	3	Remaining course licences:	3

OLS – Lizenzen für Sprachtests (2)



Home



Project Contact Persons



Licence Allocation To Participants - Assessment



Licence Allocation To Participants - Course



Licence Usage per Participant



Expired Projects



Expired Licences



Trainers

[Back to project selection](#)

Licence Allocation To Participants - 2018-ONA-AT01

Remaining assessment licences:	1
Allocated assessment licences:	5
Total Licences:	6

Add new participants

Please write here the new participants email addresses for a given assessment language, separated by ";" or " , ":

Emails

[Validate emails](#) Count: **0 mail**

Zu prüfende Sprache

Deadline to take the test

English

Monat(e)

+1

[Send assessment invitation\(s\) to the whole list](#)

OLS – Lizenzen für Sprachtests (3)

Licence Allocation To Participants - 2018-ONA-AT01

Remaining assessment licences: **1**
 Allocated assessment licences: **5**
 Total Licences: **6**

Add new participants

Please write here the new participants email addresses for a given assessment language, separated by ";" or " ":

Emails

Validate emails Count: **0 mail**

example1@domain.com, example2@domain.com, example3@domain.com

Zu prüfende Sprache

English

Deadline to take the test




Monat(e)

+1

Send assessment invitation(s) to the whole list

OLS – Einladung zum Sprachtest erneut senden / zurückziehen



	OLS ID	Call	Project	First Name	Last Name	Email	Assessment Invitation Date	Invitation Expiration Date	Mobility Type	1 st Assessment Result	1 st Assessment Date	2 nd Assessment Invitation Date
	612653	2016-ONA	2016-ONA-AT01	Englisch	AT01	englischat01@gmail.com	14/09/2016	13/12/2016	HE SMS	C2	25/11/2016	16/10/2017
	612652	2016-ONA	2016-ONA-AT01	Niederländisch	AT01	niederlaendischat01@gmail.com	14/09/2016	13/12/2016	HE SMS	A1	25/11/2016	16/10/2017
	612656	2016-ONA	2016-ONA-AT01	Italienisch	AT01	italienischat01@gmail.com	14/09/2016	13/12/2016	HE SMS	C1	29/11/2016	16/10/2017
 	612651	2016-ONA	2016-ONA-AT01	Schwedisch	AT01	schwedischat01@gmail.com	14/09/2016	13/12/2016	HE SMS	-	-	16/10/2017
 	612655	2016-ONA	2016-ONA-AT01	Spanisch	AT01	spanischat01@gmail.com	14/09/2016	13/12/2016	HE SMS	-	-	16/10/2017
 	612654	2016-ONA	2016-ONA-AT01	Tschechisch	AT01	tschechischat01@gmail.com	14/09/2016	13/12/2016	HE SMS	-	-	16/10/2017

OLS – Lizenzen für Sprachkurse (1)

OLS ONLINE LINGUISTIC SUPPORT / Erasmus+

Report a Problem Home mtben01@m...

Home

Project Contact Persons

Licence Allocation To Participants - Assessment

Licence Allocation To Participants - Course

Licence Usage per Participant

Licence Allocation To Participants

Erasmus+	2015-1-M T99-KA 105-000002	Erasmus+	2015-1-M T99-KA 103-000001
Remaining assessment licences:	4736	Remaining assessment licences:	4761
Remaining course licences:	4862	Remaining course licences:	4858

OLS – Lizenzen für Sprachkurse (2)

[Back to project selection](#)

Licence Allocation To Participants - Course - 2019-0NA-00000000AT01



OLS ID	Name	Estimated starting date of the mobility	Period of Mobility	Mobility Language	Mobility Type	1st Assessment Result	Select Course Language(s)	Select All
1218203	gfdgdgfdg	05/2018	13 months	Irish	x	AI-	<div style="border: 1px solid #ccc; padding: 2px;"> x English </div>	Allocate
1491108	JP Martin	09/2018	8 months	English	x	BI	<div style="border: 1px solid #ccc; padding: 2px;"> x English </div>	Allocate
1530351	Jean-philippe Bradette	12/2018	12 months	English	x	BI	<div style="border: 1px solid #ccc; padding: 2px;"> x English </div>	Allocate
1535374	Amelie Delmotte	12/2018	13 months	English	x	AI-	<div style="border: 1px solid #ccc; padding: 2px;"> x English </div>	Allocate
1626123	Missions Rom	03/2019	13 months	Romanian	x	AI-	<div style="border: 1px solid #ccc; padding: 2px;"> x Romanian </div>	Allocate

- English
- French
- German
- Dutch
- Italian
- Spanish
- Dutch

OLS – Nützliche Links

→ Online Linguistic Support:

<http://erasmusplusols.eu/de/>

→ Handbücher für Projektträger/innen und Teilnehmer/innen:

www.bildung.erasmusplus.at

> Berufsbildung > Mobilität > Sprachunterstützung / OLS

Projektbetreuer/innen

Andrey Kolotov: andrey.kolotov@oead.at	DW 661
Nadja Simeoni: nadja.simeoni@oead.at	DW 662
Clarissa Millwisch: clarissa.millwisch@oead.at	DW 663
Lothar Semper-Wang: lothar.semper-wang@oead.at	DW 664
Caroline Nindl: caroline.nindl@oead.at	DW 674

OeAD-GmbH

Nationalagentur Erasmus+ Bildung

Ebendorferstraße 7

1010 Wien

T +43 1 534 08-0

E berufsbildung@oead.at

W www.bildung.erasmusplus.at