

SALTO E&T website updates

<https://salto-et.net/>

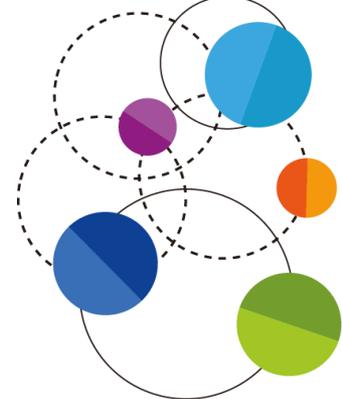


Anett Almássy

27 November & 5 December 2019

Webinar

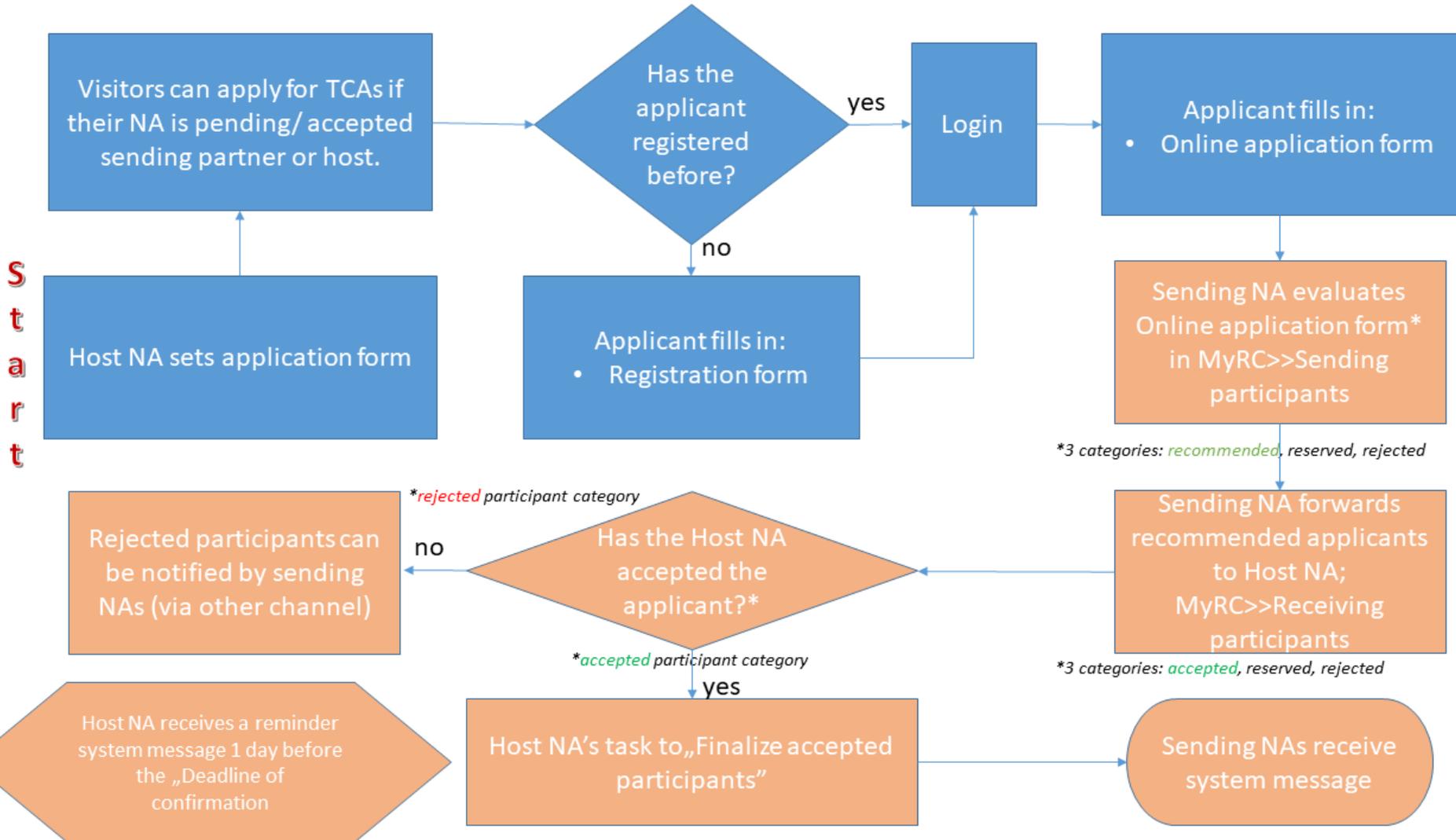
Topics



1. Online application – Q2 2019
2. Outcomes – Q3 2019
3. Extended Partner application – Q3 2019
4. Text editing function – Q3 2019
5. New fields on event template – Q3 2019
6. Good Practice – Q3 2019
7. Messages update – Q3 2019
8. E+ Academy – Q4 2019
9. Export – Q4 2019



1. Online application



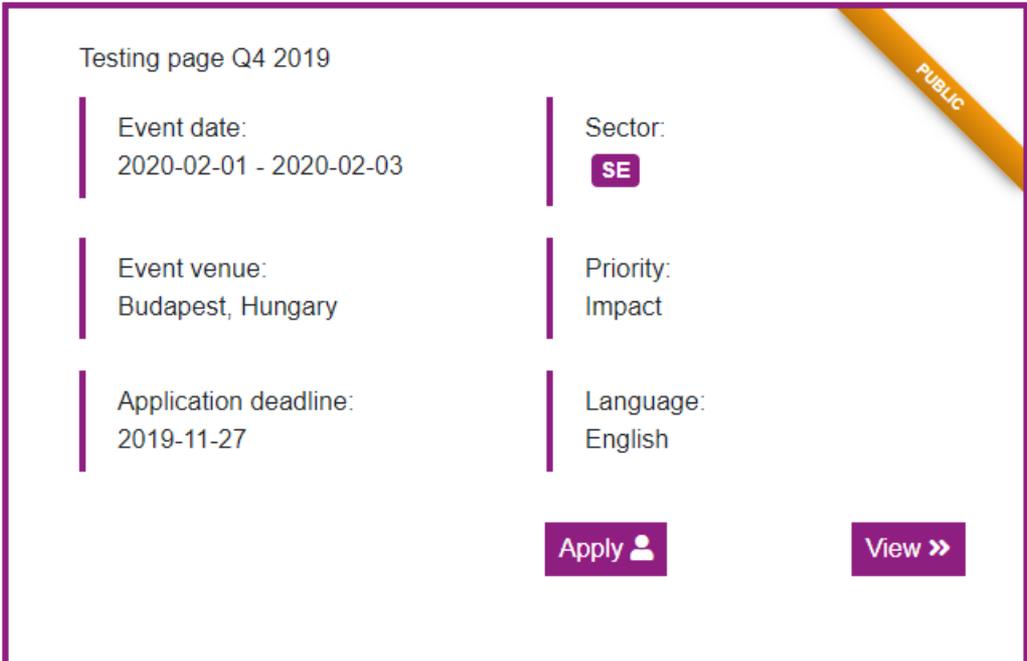
1. Online application

Criteria:

- Event status: **Public**
- Created and **set application form** by Host NA
- Application deadline: **today+**

„Apply” function appears to visitors if:

- Criteria is valid *plus*
- Visitors background (country) matches a sending National Agency that has **pending/accepted booked places** for the event



The screenshot shows a web interface for an application form. At the top left, it says 'Testing page Q4 2019'. The form is divided into two columns. The left column contains: 'Event date: 2020-02-01 - 2020-02-03', 'Event venue: Budapest, Hungary', and 'Application deadline: 2019-11-27'. The right column contains: 'Sector: SE', 'Priority: Impact', and 'Language: English'. In the top right corner, there is a yellow diagonal banner with the word 'PUBLIC' in white. At the bottom, there are two buttons: a purple 'Apply' button with a person icon and a purple 'View >>' button.

1. Online application – Host NA's tasks

I. Prepare form

1. Create online application form
2. Set online application form for the TCA → before Application deadline

II. Update TCA event page

1. Assure application deadline is correct → 3 month before start date
2. Provide enough selection time for Sending NAs → allow 2 weeks between Application deadline and Confirmation deadline

- Application deadline: 12.09.2019.
- Confirmation deadline: 26.09.2019.
- Start date: 12.12.2019.



3. Make sure event status is Public

III. Check application as visitor

1. Log out and double check, if your application appears for visitors in TCAs in Education & Training >> [Events](#) menu

1. Online application – Host NA's tasks

IV. Monitor received applications

1. MyRC >> [Receiving participants](#)
2. If not enough applications received → contact Sending NAs

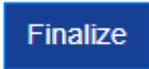
V. Modify Confirmation deadline – if needed

1. If Sending NA(s) hasn't sent „recommended applications” → extend deadline
2. If you have enough applications → close deadline

VI. Evaluate participants

1. Go to MyRC >> [Receiving participants](#) and click on 

VII. Finalize list of participants – only 1 time

1. Go to MyRC >> [Receiving participants](#) and click on 

1. Online application – Applicants' tasks

I. Register

1. Fill in required form *via* salto-et.net
2. Finalize registration *via* received emails

II. Fill in online application form

1. Save form
2. Submit form → before Application deadline

III. Wait for evaluation of application

This step is **managed individually by NAs on their own chosen channels and method**

Guide for applicants:

https://salto-et.net/files/download/User_manual_for_applicants_v1.pdf

1. Online application – Sending NAs' tasks

I. Support applicants in registration

1. Ask to check Spam/all inbox folders
2. If it doesn't help, direct them to tca-rc@tpf.hu

II. Check applications

1. Read Messages
2. Go to MyRC >> [Sending participants](#)

III. Evaluate & select applications

1. View applications
2. Categorize applications (recommended/waiting list/rejected)
3. Submit recommended applications to Host → **only 1 time** before **Confirmation deadline**

- Application deadline: 12.09.2019.
- Confirmation deadline: 26.09.2019.
- Start date: 12.12.2019.



IV. Monitor applications' evaluation by Host

1. Monitor, if Host accepted recommended application in MyRC >> [Sending participants](#) menu

2. Outcomes – event page

OUTCOMES

Summary of TCA outcomes

The 2 days in Potsdam brought together a diverse Group of 120 delegates from the world of higher arts education across Europe. Rectors, deans, teachers, international relations officers, representatives of National Erasmus Agencies and the world of artistic work from 26 countries engaged in an intensive Programme of encounter and exchange. The presentations and discussions triggered by the European Universities initiative focused on the core aspects of the call for pilot European Universities: European values, the knowledge triangle, cross border collaboration, interdisciplinarity, diversity and digitalisation. Visionary keynote presentations were seconded by hands on Information from a European Commission representative, a paradigm pioneer and the existing professional networks. The workshops in the second day offered an opportunity to discuss thematic bridges based on inspiring or challenging practice examples. The last day then invited the delegates into a facilitated open space. Generally, it became obvious that the European Universities initiative has many overlaps with innovative collaboration Formats that are either practised by the sector or envisaged for the future. At the same time there is a great Need to discuss and keep discussing challenging aspects like accreditation, Integration of research learning and teaching, and bridging cultural as well as institutional differences whilst celebrating diversity as a core European value.

Types of outcomes

[networking](#) [E+ project idea](#)

Explain your choice(s)

N/A

Background materials

[00031_10_towardsaroadmap.pdf](#)

Newly developed or revised tools, materials

Photos



Video

Reports

Other

[00031_11_conferenceprogrammetcapotsdam1.pdf](#)

2. Outcomes - search

Library >> Outcomes

Search outcomes

Title

Sector

Priority:

None



Type of event 

None



Subtopic

Venue (country):

None



Host NA:

None



Start date:

mm/dd/yyyy

End date:

mm/dd/yyyy

Budget year:

Key Action:

None



Profile of participants:

B *I* U  16     

Part of E+ Academy

Yes No

Search

Clear

2. Outcomes – uploaded

Library >> [Outcomes](#)

Search outcomes 

Title	↑↓	Host NA	↑↓	Start date: ↑↓	End date: ↑↓	Action	↑↓
Communicate & Disseminate. The use of new tools in Erasmus+ projects		BE01		2019-05-06	2019-05-07	 View	
Contact Seminar "Enhancing Digital Competences in Education and Training"		EE01		2018-09-19	2018-09-22	 View	
Contact Seminar "Enhancing Digital Competences in Education and Training"		EE01		2019-09-04	2019-09-07	 View	
Contact seminar - Give VET mobility a fresh boost		NO01		2019-06-12	2019-06-14	 View	
Higher Education Institutions of Art, Design and Music as future "European Universities"? Innovative cooperation formats and thematic bridges		DE01		2019-02-18	2019-02-20	 View	
Impact+ Exercise Seminar		HU01		2019-02-27	2019-02-28	 View	

Showing 1 to 6 of 6 entries

Previous **1** Next

3. Extended partner application



Background

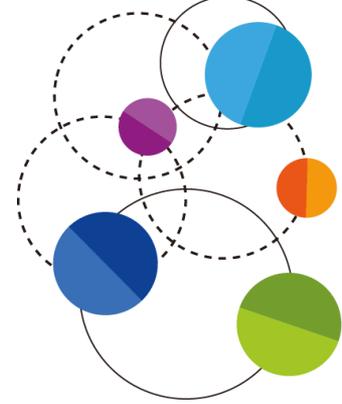
- Yammer messages about not being able to apply as partner when TCA is „Public”.

Solution

- Partner application (sending and/or organizing) has been extended from „Partnerswelcome status” to „**Public**” status as well.



4. Text editing function



TCA DESCRIPTION

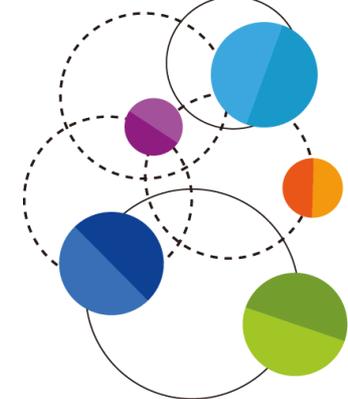
Themes and goals:*

B *I* U 16

Themes:

- digitalisation
- professionalisation
- communication

5. New fields



TCA programme (PDF or Word)

- Agenda
- Itinerary
- Other document

Key Action → searchable

- KA1
- KA2
- KA3



6. Good Practice

E.g. [Contact Seminar "Enhancing Digital Competences in Education and Training"](#)

GOOD PRACTICE

Good Practice template – supporting questions

This TCA is classified as Good Practice (GP) by the Host National Agency Yes

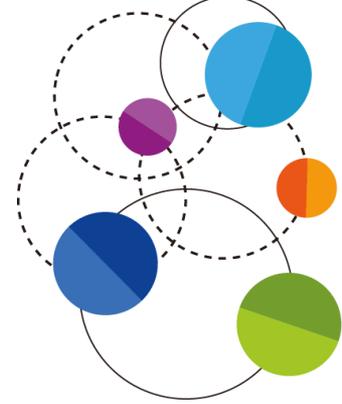
Factors that resulted in Good Practice i

<p>Planning-promotion related GP Yes</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Continuity <input checked="" type="checkbox"/> TCA needs' analysis and objectives <input checked="" type="checkbox"/> TCA topic relevance <input checked="" type="checkbox"/> Planning of resources <input checked="" type="checkbox"/> Managing TCA partnership <input checked="" type="checkbox"/> Promoting events 	<p>Selection-realization related GP Yes</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Application <input checked="" type="checkbox"/> Selection of participants and staff <input checked="" type="checkbox"/> Pre-communication <input checked="" type="checkbox"/> Realization <input checked="" type="checkbox"/> The achieved, concrete learning outcomes
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<p>Assessment & evaluation of achieved outcomes related GP Yes</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Evaluation of methods <input checked="" type="checkbox"/> Evaluation of outcomes 	<p>Follow-up, impact measurement related GP Yes</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Follow up - Impact measurement <input checked="" type="checkbox"/> Post TCA communication, dissemination
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Summary of GP i Estonian NA has information, that as a result of contact seminar 9 applications were submitted at call 2019.
Five of projects were funded. Please take a look at the presentation (section Outcomes above) for further details.

7. Messages



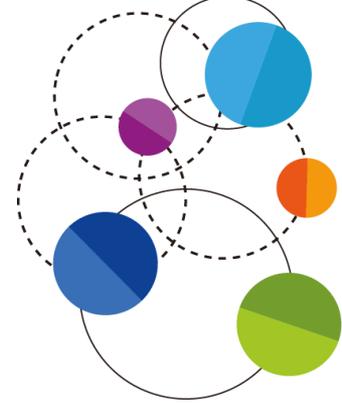
- Sort
- Search
- Delete (one or more)

Delete Selected

<input type="checkbox"/>	↑↓	From	↑↓	Time	↑↓	Title	↑↓	Status	↑↓	Priority	↑↓	Action	↑↓
<input checked="" type="checkbox"/>		system -		2018-09-07 09:49:29		New partner application		Read		Normal		Delete	
<input checked="" type="checkbox"/>		system -		2018-09-07 09:59:05		New TCA officer registered		Read		Normal		Delete	
<input type="checkbox"/>		system -		2018-09-07 10:24:04		New TCA officer registered		Read		Normal		Delete	
<input checked="" type="checkbox"/>		system -		2018-09-07 11:16:17		New partner application		Read		Important		Delete	



8. E+ Academy



- On event template *and* card
- Searchable field

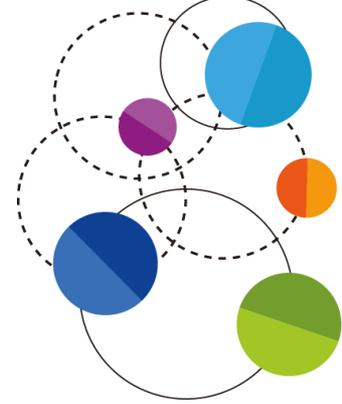
Impact Exercise **E+ Academy**

PARTNERS WELCOME

Event date: 2020-11-16 - 2020-11-20	WP phase: Added to WP
Event venue: Bonn, Germany	Sector: VET AE
Deadline of booking places: 2020-03-30	Language: English

[Edit](#) [Apply as partner](#) [View >>](#)

9. Export



- TCA event page – PDF
- Applications – coming up in Q4 2019

About us

TCA in Education & Training

Governance

Library

MyRC

Admin

TCA in Education & Training >> [Events](#)

[Main info](#) / [TCA description](#) / [Dates and deadlines](#) / [Partners and participants](#) / [Good Practice](#)



Edit

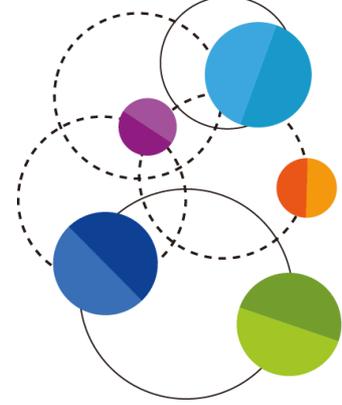


Manage partner application(s)



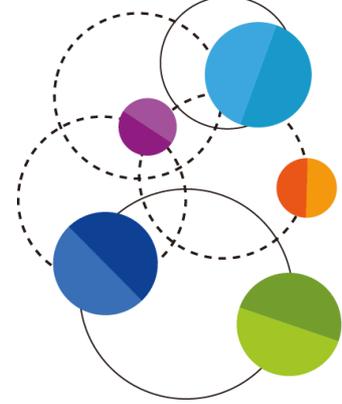
Export to PDF





Q & A





Thank you!

tca-rc@tpf.hu

