MT + How to read the Project Dashboard (HE and VET projects only)

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In order to monitor a project's status in terms of:

- · Mobilities created,
- Budget consumed,
- · Participant reports sent/received, and more,

beneficiaries can use the **Dashboard** available in Mobility Tool+. This Dashboard offers a quick overview of the project, and can quickly indicate potential issues through a quick check of indicators at different levels (project, target group and activity type).

Relevant for...

Call Year	Key action	Action
2014 onward	KA1 - Learning Mobility of Individuals	KA103 - Higher education student and staff mobility
		KA107 - Higher education student and staff mobility within programme countries
		KA102 - VET learner and staff mobility
		KA116 - VET learner and staff mobility with VET mobility charter

Common functionality of dashboard for all Action types

Access the dashboard

The dashboard can be accessed from inside the project by clicking on the **Dashboard** tab.

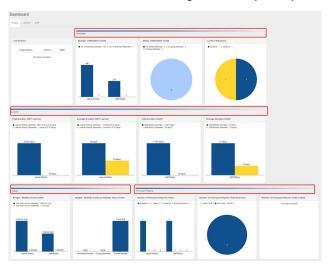
Tabs inside the dashboard

Upon opening, the dashboard will display three tabs: **Project** tab, **Learner** or **Student** tab and **Staff** tab. <u>Note:</u> For 2016, a warning is displayed and only complete mobilities are taken into account.



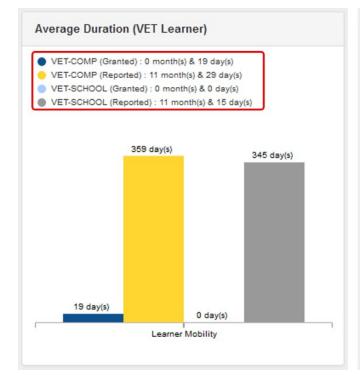
Sections inside the dashboard

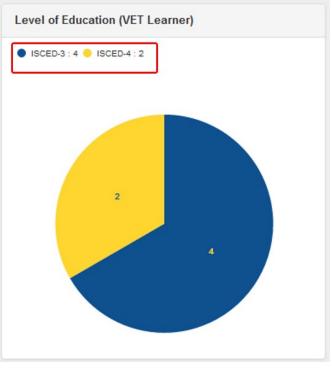
Inside the dashboard you will find under each tab the sections Mobilities, Duration, Budget and Participant Reports.



Graphs inside the dashboard

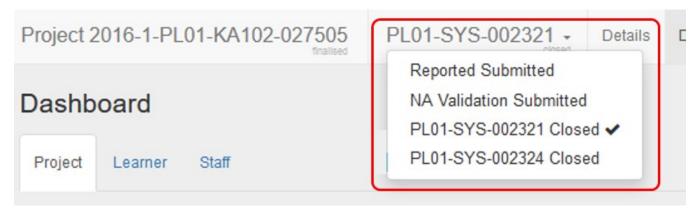
Data inside the dashboard is displayed as **Bar** or **Pie chart**, always with a specific legend.





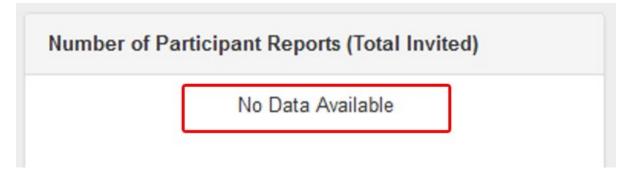
Dashboard in different project versions

For finalized projects, located in the top navigation is the version drop-down that will allow you to check the dashboard of a different version. By choosing a version in the drop-down, the data will update inside the dashboard accordingly.



No data available display

Whenever there is no data available to present or to perform necessary calculations, an empty chart will be displayed containing a message - No Data Available.



Total Current Grant information



Important

The Total Current Grant in the dashboard means:

- For call year 2014: Total Current Grant = Total Grant Adjusted.
- For call year 2015 onward: Total Current Grant = Total Grant Calculated.

The dashboard for KA102 and KA116 Projects

Project tab

The **Project tab** of the KA102/KA116 dashboard will display information and graphs for:

Projects until call year 2017	Projects from call year 2018 onward
 Top Partners Number of Mobilities (Total) Status of Mobilities (Total) Level of Education Total Duration (VET Learner) Average Duration (VET Learner) Total Duration (Staff) Average Duration (Staff) Budget - Mobility Grants (Total) Budget - Mobility Grants per Mobility Status (Total) Number of Participant Reports (Total Expected) Number of Participant Reports (Total Invited) 	 Top hosting partners Total Number of Advance Planning Visits Number of Mobilities (Learner and Staff) Status of Mobilities (Learner and Staff) Level of Education (Learner and Staff) Average Duration (VET Learner) Average Duration (Staff) Budget - Mobility Grants (Total) Budget - Mobility Grants per Mobility Status (Learner and Staff) Number of Participant Reports (Learner and Staff Expected) Number of Participant Reports (Learner and Staff Invited)

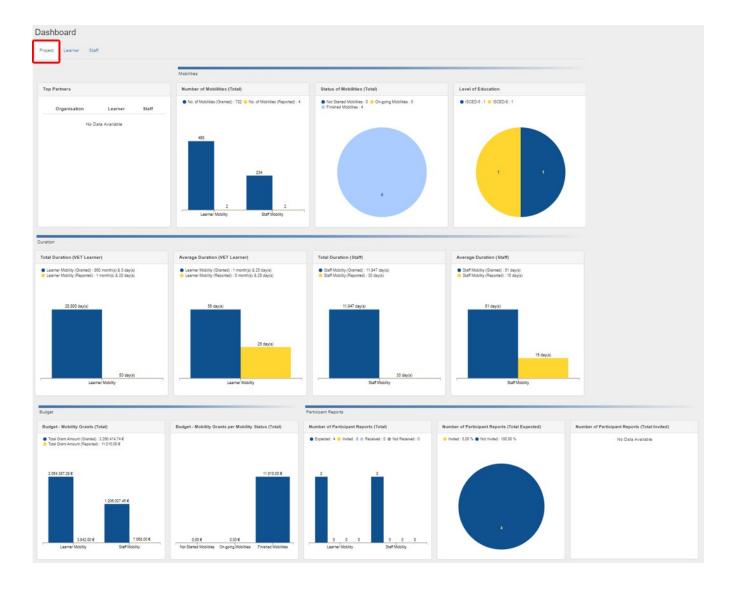


Take note

Total Number of Advance Planning Visits

- This section is only displayed after mobilities of activity type Advance Planning Visit (APV) are encoded in Mobility Tool+.
 It lists the host organisations and details the number of activity types for APV and Erasmus Pro for each host organisation with one APV.
 The number of Erasmus Pro mobilities will only be updated after the mobility end date is reached.
- This dashboard item can be used to check the business rule which are not enforced by system:

 - There should only be one APV per host organisation
 There should be at least one mobility of activity type Erasmus Pro mobility for that host organisation which has an APV indicated.
 - o The APV will usually be performed before the mobility and therefore the dashboard may indicate the APV with Zero Erasmus Pro mobilities as the mobility has not reached it's end date.
 - o If the mobility could not be completed for that host organisation and yet the APV was, then this has to be justified in the beneficiary report.



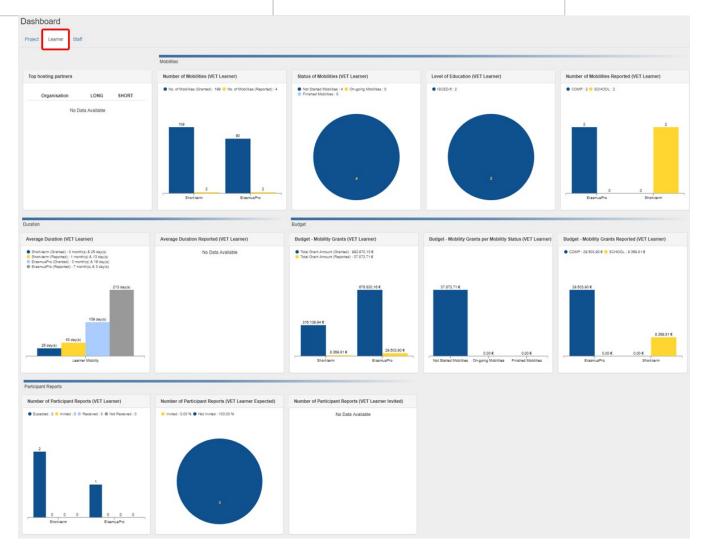


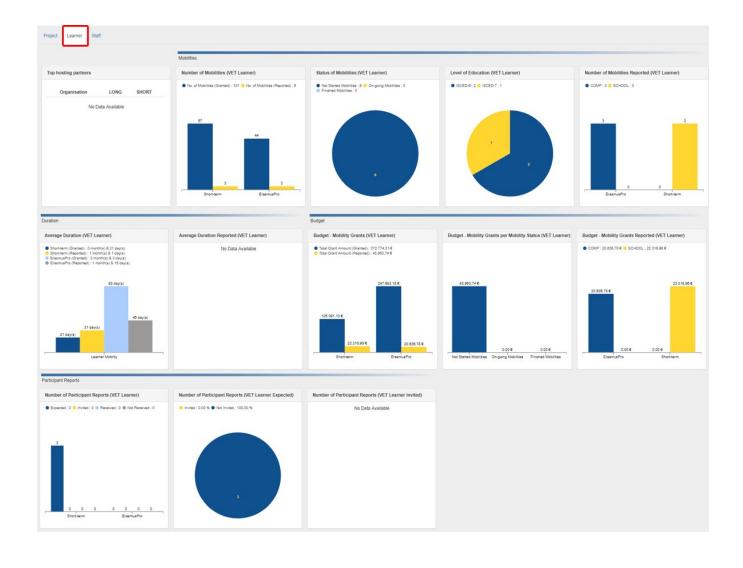
Hosting organisation with encoded APVs No. of APVs No. of ErasmusPro mobilities 1 ITALIATEST01 8 0 2 UNIVERSITEIT GENT 2 0 3 UNIVERSITE BLAISE PASCAL CLERMONT-FERRAND II 1 0

Learner tab

The **Learner tab** of the KA102/KA116 project dashboard will display information and graphs for:

Projects until call year 2017 Projects from call year 2018 onward Top Partners Top hosting partners Number of Mobilities (VET Learner) Number of Mobilities (VET Learner) Status of Mobilities (VET Learner) Status of Mobilities (VET Learner) Level of Education (VET Learner) Level of Education (VET Learner) Total Duration (VET Learner) - Only until 2017 Total Duration (VET Learner) - Only until 2017 Average Duration (VET Learner) Budget - Mobility Grants (VET Learner) Average Duration (VET Learner) Budget - Mobility Grants (VET Learner) Budget - Mobility Grants per Mobility Status (VET Learner) Budget - Mobility Grants per Mobility Status (VET Learner) Number of Participant Reports (VET Learner) Number of Participant Reports (VET Learner Expected) Number of Participant Reports (VET Learner) Number of Participant Reports (VET Learner Expected) Number of Participant Reports (VET Learner Invited) Number of Participant Reports (VET Learner Invited) Number of Mobilities Reported (VET Learner) Average Duration Reported (VET Learner) Budget - Mobility Grants Reported (VET Learner)





Staff tab

The **Staff tab** of the KA102/KA116 dashboard will display information and graphs for:

Projects until call year 2017 Projects from call year 2018 onward Top Partners Number of Mobilities (Staff) Status of Mobilities (Staff) Average Duration (Staff) Budget - Mobility Grants (Staff) Budget - Mobility Grants per Mobility Status (Staff) Number of Participant Reports (Staff) Number of Participant Reports (Staff Expected) Number of Participant Reports (Staff Invited) Projects from call year 2018 onward Top hosting partners Number of Mobilities (Staff) Status of Mobilities (Staff) Average Duration (Staff) Budget - Mobility Grants per Mobility Status (Staff) Number of Participant Reports (Staff) Number of Participant Reports (Staff Expected) Number of Participant Reports (Staff Invited)

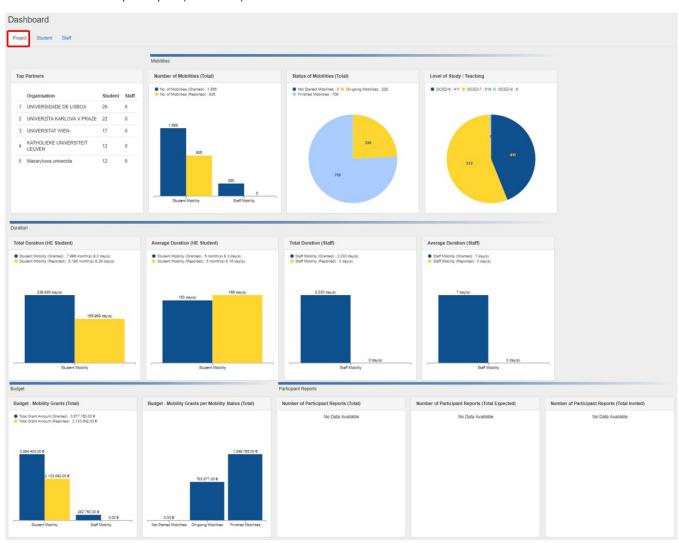


The dashboard for KA103 Projects

Project tab

The **Project tab** of the KA103 project dashboard will display information and graphs for:

- Top partners
- Number of Mobilities (Total)
- Status of Mobilities (Total)
- Level of Study / Teaching
- Total Duration (HE Student)
- Average Duration (HE Student)
- Total Duration (Staff)
- Average Duration (Staff)
 Budget Mobility Grants (Total)
- Budget Mobility Grants per Mobility Status (Total)
- Number of Participant Reports (Total)
- Number of Participant Reports (Total Expected)
- Number of Participant Reports (Total Invited)



Student tab

Projects until call year 2017

The Student tab of the KA103 project dashboard will display information and graphs for:

Top Partners Top Partners Number of Mobilities (HE Student) Number of Mobilities (HE Student) Status of Mobilities (HE Student) Status of Mobilities (HE Student) • Level of Study / Teaching (HE Student) Level of Study / Teaching (HE Student) Total Duration (HE Student) Total Duration (HE Student) Average Duration (HE Student) Average Duration (HE Student) Budget - Mobility Grants (HE Student) Budget - Mobility Grants (HE Student) Budget - Mobility Grants per Mobility Status (HE Student) Budget - Mobility Grants per Mobility Status (HE Student) Number of Participant Reports (HE Student) Number of Participant Reports (HE Student) Number of Participant Reports (HE Student Expected) • Number of Participant Reports (HE Student Expected) Number of Participant Reports (HE Student Invited) • Number of Participant Reports (HE Student Invited) Total of Traineeships in Digital Skills (HE Student) Traineeships in Digital Skills by Type (HE Student) Percentage of Traineeships in Digital Skills (HE Student) Dashboard Mobilities Top Partners Number of Mobilities (HE Student) Status of Mobilities (HE Student) Level of Study / Teaching (HE Student) Not Started Mobilities : 0 On-going Mobilities : 226 Finished Mobilities : 700 ● ISCED-6: 411 | SCED-7: 519 | ISCED-8: 5 SMS SMP Organisation 1 UNIVERSIDADE DE LISBOA 26 2 UNIVERZITA KARLOVA V PRAZE 22 3 UNIVERSITAT WIEN 17 KATHOLIEKE UNIVERSITEIT 12 0 5 Masarykova univerzita 12 Total Duration (HE Student) Average Duration (HE Student) Budget - Mobility Grants (HE Student) Budget - Mobility Grants per Mobility Status (HE Student) Total Grant Amount (Granted): 3.394.400,00 € Total Grant Amount (Reported): 2.133.642,00 € Number of Participant Reports (HE Student) Number of Participant Reports (HE Student Expected) Number of Participant Reports (HE Student Invited) No Data Available No Data Available No Data Available

Projects from call year 2018 onward



Staff tab

The Staff tab of the KA103 dashboard will display information and graphs for:

Projects until call year 2017 Projects from call year 2018 onward Top Partners Top Partners Number of Mobilities (Staff) Status of Mobilities (Staff) Number of Mobilities (Staff) Status of Mobilities (Staff) Average Duration (Staff) Average Duration (Staff) Budget - Mobility Grants (Staff) Budget - Mobility Grants (Staff) Budget - Mobility Grants per Mobility Status (Staff) Number of Participant Reports (Staff) Budget - Mobility Grants per Mobility Status (Staff) Number of Participant Reports (Staff) Number of Participant Reports (Staff Expected) • Number of Participant Reports (Staff Expected) Number of Participant Reports (Staff Invited) Number of Participant Reports (Staff Invited) Total Duration (Staff) Total Duration (Staff) Level of Study / Teaching (Staff) Total of Training in Specific Skills (Staff) Proportion of Training in Specific Skills By Type (Staff) Percentage of Training in Specific Skills (Staff) Dashboard Mobilities Top Partners Number of Mobilities (Staff) Status of Mobilities (Staff) Level of Study / Teaching (Staff) No. of Mobilities (Granted) : 40 No. of Mobilities (Reported) : 1 Not Started Mobilities : 0 On-going Mobilities : 0 STA STT Organisation 1 UNIVERZITA KOMENSKEHO V BRATISLAVE Total Duration (Staff) Average Duration (Staff) Budget - Mobility Grants (Staff) Budget - Mobility Grants per Mobility Status (Staff) Total Duration (Granted): 200 day(s) Total Duration (Reported): 50 day(s) Average Duration (Granted) : 10 day(s) Average Duration (Reported) : 50 day(s) Total Grant Amount (Granted): 4.200,00 € Total Grant Amount (Reported): 5.524,00 € 50 day(s) 5.524,00 € 5.524,00 € 2.100,00€ 2.100,00€ 0,00€ 0,00€ Participant Reports Number of Participant Reports (Staff) Number of Participant Reports (Staff Expected) No Data Available No Data Available No Data Available



The dashboard for KA107 Projects

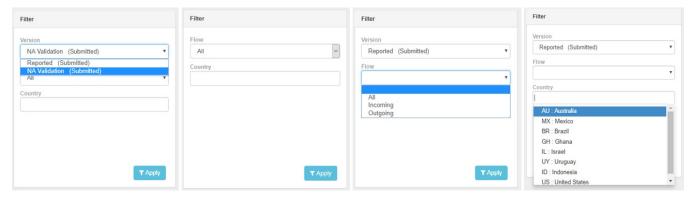
Note: Contacts of partner organisations in KA107 projects with view access to the project will not see the dashboard tab.

Filter option in the KA107 dashboard

The dashboard in KA107 projects has an additional **Filter** option located on the left of the dashboard, available in all dashboard tabs. This provides you with the option to filter based on:

- Version: Only available for finalized projects.
- Flow: Choose from All, Incoming or Outgoing.
- · Country: Displays countries participating in the project.

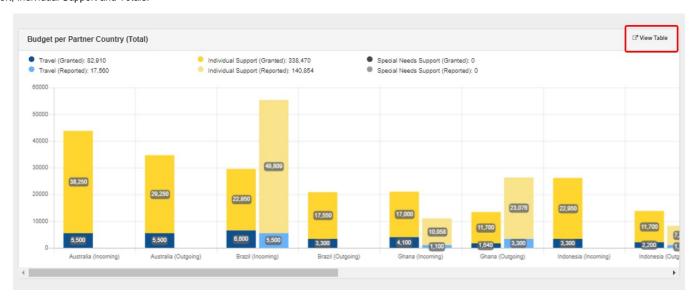
After filters are selected, use the Apply button. The dashboard data displayed will be updated accordingly.



View table feature

In all three tabs of the KA107 dashboard under Budget per Partner Country you have the View Table feature available.

Clicking on it will open a detailed table, breaking down the individual **Budget per Partner Country** details for Incoming/Outgoing Mobilities, Travel, Special Needs Support, Individual Support and Totals.



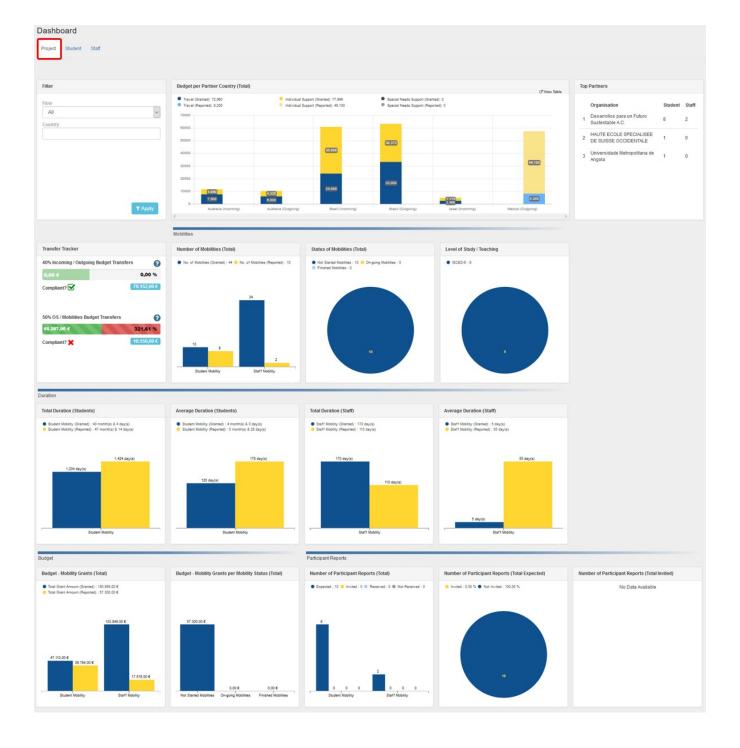
	untry	Travel		Individual Support			Special Needs Support			Total			
Co	untry	Granted	Reported	% (Reported / Granted)	Granted	Reported	% (Reported / Granted)	Granted	Reported	% (Reported / Granted)	Granted	Reported	% (Reported / Granted
Australia	→ Incoming	7.700,00 €	0,00 €	0,00 %	40.490,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	48.190,00 €	0,00 €	0,00
AUStralia	Outgoing >	7.700,00 €	0,00 €	0,00 %	31.490,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	39.190,00 €	0,00 €	0,00
Brazil	→ Incoming	9.900,00 €	5.500,00 €	55,56 %	26.310,00 €	49.809,00 €	189,32 %	0,00 €	0,00 €	0,00 %	36.210,00 €	55.309,00 €	152,75
orazii	Outgoing >	6.600,00 €	0,00 €	0,00 %	20.910,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	27.510,00 €	0,00 €	0,00
Shana	→ Incoming	5.740,00 €	1.100,00 €	19,16 %	19.240,00 €	10.058,00 €	52,28 %	0,00 €	0,00 €	0,00 %	24.980,00 €	11.158,00 €	44,67
anana	Outgoing >	3.280,00 €	3.300,00 €	100,61 %	13.940,00 €	23.076,00 €	165,54 %	0,00 €	0,00 €	0,00 %	17.220,00 €	26.376,00 €	153,17
ndonesia	→ Incoming	5.500,00 €	0,00 €	0,00 %	25.190,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	30.690,00 €	0,00 €	0,00
ndonesia	Outgoing >	5.500,00 €	1.100,00 €	20,00 %	15.060,00 €	7.237,00 €	48,05 %	0,00 €	0,00 €	0,00 %	20.560,00 €	8.337,00 €	40,55
srael	→ Incoming	2.120,00 €	1.100,00 €	51,89 %	3.840,00 €	9.463,00 €	246,43 %	0,00 €	0,00 €	0,00 %	5.960,00 €	10.563,00 €	177,23
sraei	Outgoing >	3.180,00 €	3.300,00 €	103,77 %	15.540,00 €	21.711,00 €	139,71 %	0,00 €	0,00 €	0,00 %	18.720,00 €	25.011,00 €	133,61
Mexico	→ Incoming	7.420,00 €	0,00 €	0,00 %	36.240,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	43.660,00 €	0,00 €	0,00
межсо	Outgoing >	7.420,00 €	0,00 €	0,00 %	28.240,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	35.660,00 €	0,00 €	0,00
Jnited	→ Incoming	4.100,00 €	1.100,00 €	26,83 %	25.190,00 €	9.463,00 €	37,57 %	0,00 €	0,00 €	0,00 %	29.290,00 €	10.563,00 €	36,06
States	Outgoing >	4.100,00 €	530,00 €	12,93 %	19.790,00 €	2.800,00 €	14,15 %	0,00€	0,00 €	0,00 %	23.890,00 €	3.330,00 €	13,94
	→ Incoming	2.650,00 €	0,00 €	0,00 %	17.000,00 €	0,00 €	0,00 %	0,00 €	0,00 €	0,00 %	19.650,00 €	0,00 €	0,00
Jruguay	Outgoing >	0,00 €	530,00 €	0,00 %	0,00 €	7.237,00 €	0,00 %	0,00 €	0,00 €	0,00 %	0,00 €	7.767,00 €	0,00
	TOTAL:	82.910,00 €	17.560,00 €	21,18 %	338.470,00 €	140.854,00 €	41,61 %	0,00€	0,00€	0,00 %	421.380,00 €	158.414,00 €	37,59

Project tab

The **Project tab** of the KA107 dashboard will display information and graphs for:

Projects until call year 2017	Projects from call year 2018 onward
 Budget per Partner Country (Total) Top Partners Transfer Tracker (See MT+ KA107 Budget transfer page for details) Number of Mobilities (Total) Status of Mobilities (Total) Total Duration (HE Student) Average Duration (HE Student) Total Duration (Staff) Average Duration (Staff) Budget - Mobility Grants (Total) Budget - Mobility Grants per Mobility Status (Total) Number of Participant Reports (Total Expected) Number of Participant Reports (Total Invited) 	 Budget per Partner Country (Total) Top Partners Transfer Tracker (See MT+ KA107 Budget transfer page for details) Number of Mobilities (Total) Status of Mobilities (Total) Total Duration (HE Student) Average Duration (HE Student) Total Duration (Staff) Average Duration (Staff) Budget - Mobility Grants (Total) Budget - Mobility Grants per Mobility Status (Total) Number of Participant Reports (Total Expected) Number of Participant Reports (Total Invited) Level of Study / Teaching



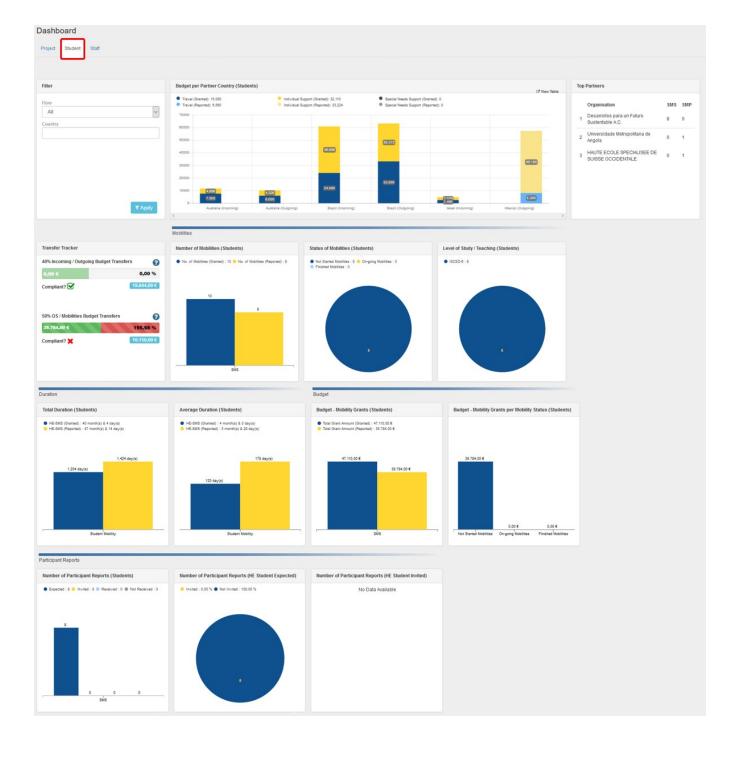


Student tab

The Student tab of the KA107 dashboard will display information and graphs for:

Projects until call year 2017 Projects from call year 2018 onward • Budget per Partner Country (HE Student) Budget per Partner Country (HE Student) Top Partners Top Partners Transfer Tracker (See MT+ KA107 Budget transfer page for details) Number of Mobilities (HE Student) Transfer Tracker (See MT+ KA107 Budget transfer page for details) Number of Mobilities (HE Student) Status of Mobilities (HE Student) Status of Mobilities (HE Student) Total Duration (HE Student) Total Duration (HE Student) Average Duration (HE Student) Average Duration (HE Student) Budget - Mobility Grants (HE Student) Budget - Mobility Grants (HE Student) Budget - Mobility Grants per Mobility Status (HE Student) Budget - Mobility Grants per Mobility Status (HE Student) Number of Participant Reports (HE Student) Number of Participant Reports (HE Student) Number of Participant Reports (HE Student Expected) Number of Participant Reports (HE Student Expected) Number of Participant Reports (HE Student Invited) Number of Participant Reports (HE Student Invited)

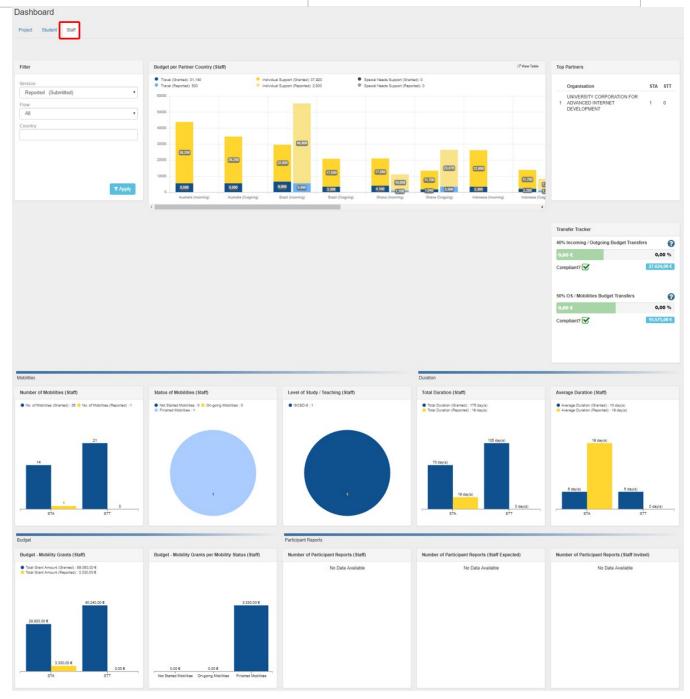


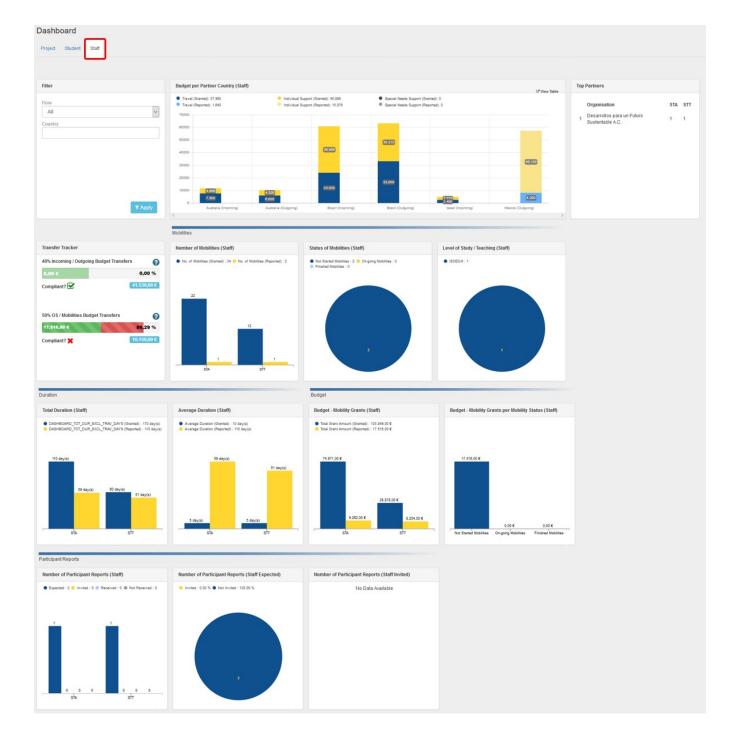


Staff tab

The Staff tab of the KA107 dashboard will display information and graphs for:

Projects until call year 2017 Projects from call year 2018 onward • Budget per Partner Country (Staff) Budget per Partner Country (Staff) Top Partners Top Partners Transfer Tracker (See MT+ KA107 Budget transfer page for details) Transfer Tracker (See MT+ KA107 Budget transfer page for details) • Number of Mobilities (Staff) Number of Mobilities (Staff) Status of Mobilities (Staff) Status of Mobilities (Staff) Total Duration (Staff) Total Duration (Staff) Average Duration (Staff) Average Duration (Staff) • Budget - Mobility Grants (Staff) Budget - Mobility Grants (Staff) Budget - Mobility Grants per Mobility Status (Staff) Budget - Mobility Grants per Mobility Status (Staff) Number of Participant Reports (Staff) Number of Participant Reports (Staff) Number of Participant Reports (Staff Expected) Number of Participant Reports (Staff Expected) Number of Participant Reports (Staff Invited) Number of Participant Reports (Staff Invited) Level of Study / Teaching (Staff)





Related Articles

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