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Erasmus Without Paper (EWP) Stats Portal

User guide for Erasmus+ National Agencies – v1.

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Directorate-General for Education, Youth, Sport and Culture
Erasmus+

2022

EN

Prepared by EWP+ Consortium

Manuscript completed in November 2023

1st. edition

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Erasmus Without Paper (EWP) Stats Portal Handbook for Erasmus+ National Agencies

This User Guide is for Digital Officers in Erasmus+ National Agencies to present the main features of the Erasmus Without Paper (EWP) Stats Portal. This guide demonstrates how the EWP Stats Portal can help them to monitor the state of play and analyse progress in implementing EWP in higher education institutions (HEIs) in their countries. It is important that Digital Officers are aware that the data contained in the stats portal relies on the reporting of third parties, and therefore, its accuracy cannot be guaranteed by the EWP+ consortium or the European Commission.

It is important to note that this document is not a formal guide for the Erasmus Charter for Higher Education (ECHE) monitoring process. For information on monitoring the ECHE commitments to digitalisation, please refer to the ECHE monitoring guide.

What is the EWP stats portal?

The EWP Stats Portal is a web service that mainly provides general information and statistics from HEIs connected to the EWP network. Currently, the main data displayed comes from HEIs actively exchanging digital Inter-Institutional Agreements (IIAs) and/or outgoing and/or incoming Learning Agreements for Studies (LAs) via the EWP network. The EWP Stats Portal is still in development, and, in the future, more statistical data may be gathered from the partners and more features may be added.

In the EWP Stats Portal, you can find information about all HEIs that are ECHE holders, both those in the EWP network and those not yet connected to the network. The source of the dataset is the ECHE list. Please note: Only HEIs with an ECHE implementing student mobility for studies are in the current scope of the network. HEIs conducting traineeship and/or staff mobility are not expected to exchange participant data via EWP.

For a Digital Officer to see data on the use of IIAs and LAs in EWP, the “stats API” must have been implemented in the software used by an HEI, and the server must allow access to the “stats endpoint” to be able to see the reported statistics of a particular HEI. The statistics are gathered once a month on the first day of the month. Although the statistics are gathered once a month, the EWP Stats Portal is updated every day. Any change made, such as a change in the name of HEI or its SCHAC code, will be visible the next day at the earliest. It is important to keep in mind that the accuracy and quality of the data rely also on the EWP software providers.

Who is the EWP Stats Portal for?

The EWP Stats Portal can be used as a tool for Digital Officers in Erasmus+ National Agencies to gain insight into the state of play of EWP implementation at HEIs in their country and across providers. The EWP Stats Portal is also for any interested person involved in the project, for example, IT colleagues and colleagues working in International Relations Offices. In the Portal, you may check if a given HEI is connected to the Network, which provider they use, whether they are ready to exchange IIAs and LAs with up-to-date APIs, and the current volume and status of agreements. You can also extract trend reports for an HEI and overall data for all HEIs in any country to do further analysis. The EWP Stats Portal is still in

development and more features may be added to support especially Digital Officers in their work.

How is the EWP Stats Portal structured?

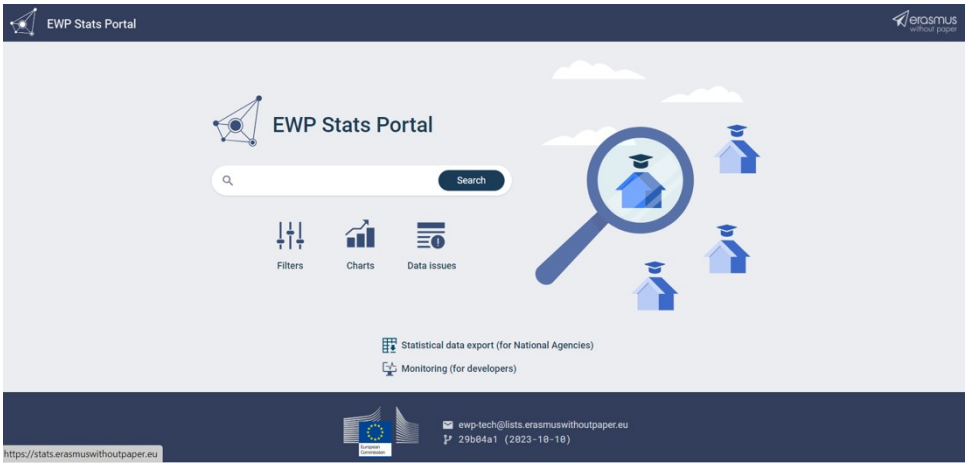
- Landing page

On the main page of the EWP Stats Portal, you will find five sections that all serve a different purpose: Filters, Charts, Data issues, Statistical data export, and Monitoring. You can also easily search the database by using the “Search” option visible on the landing page. This guide is not intended for IT developers who may wish to use the portal in the context of their work and therefore the features of the “Data issues” and “Monitoring” are not covered below as these are technical in nature.

- Search Option

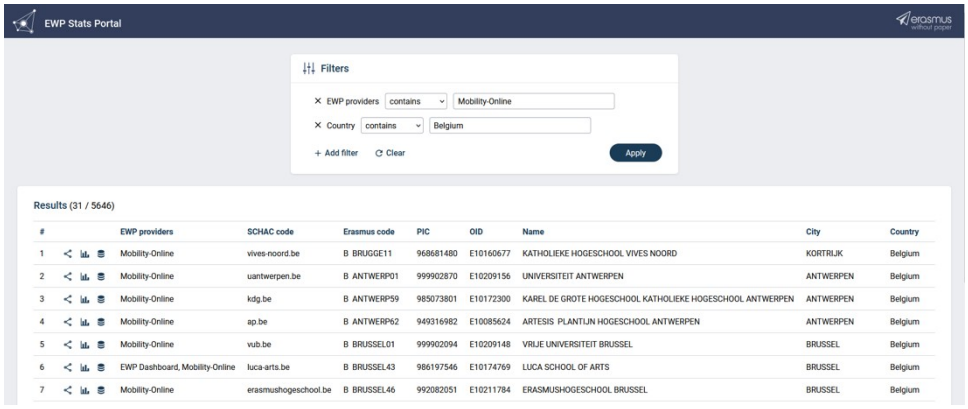
From the main panel view, click the search option. If you are looking for a particular HEI, you may indicate its name in the text box. Important: the HEI name is in the native language and consistent with the ECHE list, without diacritics (e.g. “Universitat Wien” and not “Universität Wien” or “University of Vienna”). Word-partial, ISCED code, SCHAC code, city and country searching is also available.

Example: When you enter “Wien”, 28 HEIs related to this word will show up (linked to the Erasmus Code/Name/City).



- Filters

This option is used when searching for strictly defined information, for example, if you want to retrieve a list of HEIs using a specific third-party provider system in a specified country. The system will display this data set as a result:

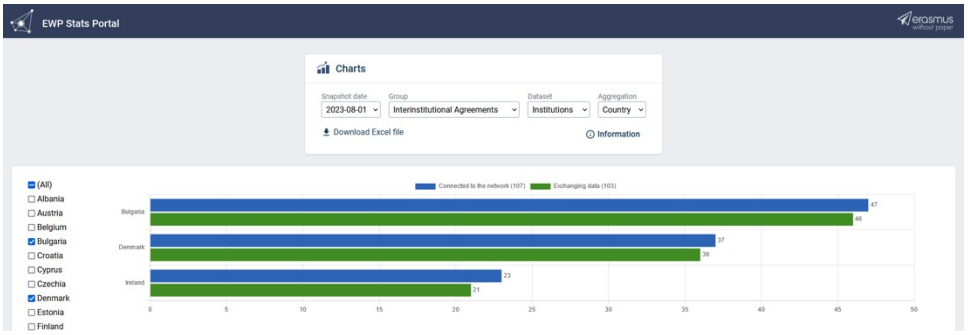


- Charts

This option is used to display a global overview of aggregated IIA and LA data. You can set the filters based on different data groups (IIAs; outgoing LAs; incoming LAs), datasets, and aggregation. By choosing “Snapshot *date”*, you can view the dataset from the given date (by default, the newest dataset is displayed, but it is possible to display the dataset from the previous data imports). This also allows you to export an Excel file with the same global overview. As an example:

Snapshot date: 2023-08-01 | Group: IIAs | Dataset: Institutions | Aggregations: Country | Additional country filter (on the left side)

Results: The system displayed the number of HEIs in Bulgaria, Denmark, and Ireland. We can see in the chart the number of HEIs connected to the Network and the number of them actively exchanging data via EWP.



Please keep in mind that the Excel file will contain all datasets as selected in the options in *Charts*. The country filter will not be included in the spreadsheet, i.e. the filter will only change the display on the website, not limit the dataset in the Excel file.

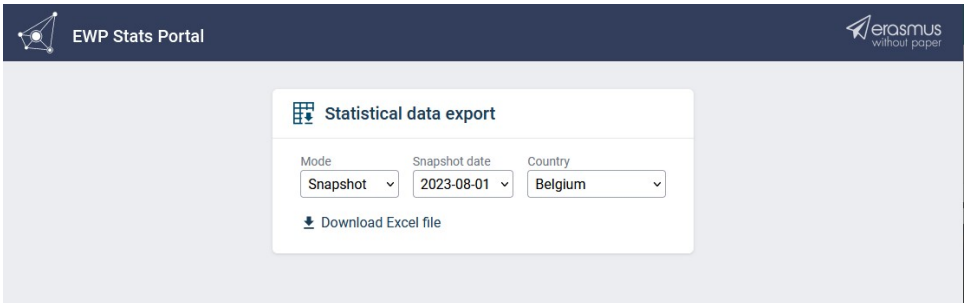
- Statistical data export (for National Agencies)

This section enables the export of statistical data per country in an Excel file, as requested by Digital Officers. Data can be exported in two possible modes:

- snapshot – dataset from the selected date of data import;
- full history – containing all data imports.

By exporting the data, Digital Officers can see the current state of play at the national level and/or per HEI, as well as observe their long-term development in EWP. It is important that Digital Officers are aware that the exported data sets will only consist of those HEIs connected to the EWP network. If a particular HEI is not showing up the Excel file, it means that it is not yet connected to the EWP network.

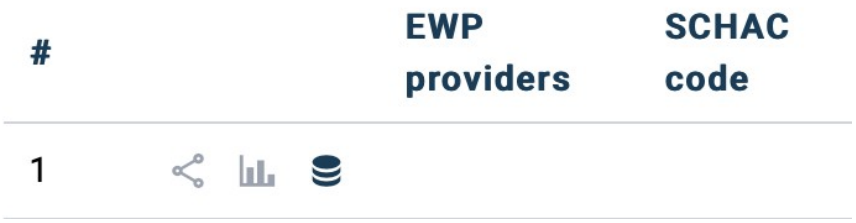
The Excel file exported from the “full history” mode, in comparison to the Excel file exported from the "snapshot" mode, has one additional column titled “Is current”. What does it mean? Since not all HEIs might have data imported on the same days (e.g. because of network errors), this column ensures you will see the most recent data received from this institution that has been stored in the database.



How do I interpret the information in the EWP Stats Portal?

- HEIs status in the network

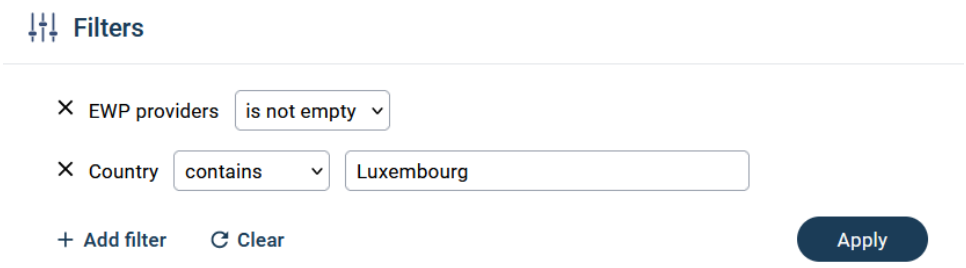
An HEI that is not connected to the EWP network is not in the EWP registry and therefore does not have an "EWP provider" or "SCHAC code" displayed. The "EWP details" and "Statistics" sections (the first two icons on the left side) are also inactive.



If an **HEI is in the EWP network**, EWP provider and SCHAC code are filled in and the "EWP details" and "Statistics" sections (the first two icons on the left side) are active.

The three sections displayed for each connected HEIs are as follows:

- **EWP details** (the network icon) **–** contains all the available information about the implemented APIs.
- **Statistics** (the charts icon) - contains the statistics reported by an HEIs system.
- **Data sources** (the stack icon) – contains basic information about an HEI derived from the ECHE List and EWP catalogue.



Displaying all HEIs in the EWP network is possible by adding filters. For example, to see all HEIs in the network in a specific country, you can set the filter "*EWP providers"* to "*is not empty"* and then select the filter "*Country"* and set it to "*contains" w*hich allows you to type the name of the country. You can then click "apply" to get the results.

Watch a short video tutorial in the EWP Knowledge Base to see how else you can browse the EWP Stats Portal.

What do the APIs mean?

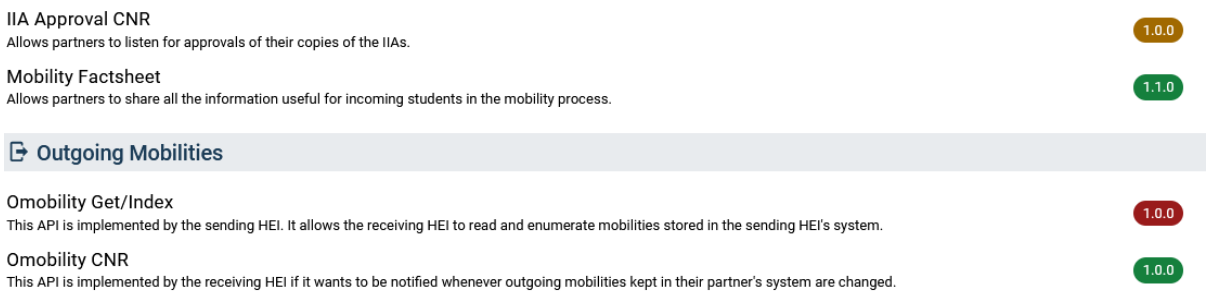
- APIs brief description

APIs are connectors on which basis the exchange of data via the EWP network is possible. The connectors are grouped related to specific business processes, i.e., exchanging inter-institutional agreements (IIAs) or learning agreements (LAs). In the EWP Stats Portal, there is detailed information about the following available EWP APIs:

- Primary Network APIs: basic APIs needed for an HEI to **be visible** in the network.
- General Purpose APIs: enable the **sharing of basic information** about an HEI in the network**.**
- Inter-institutional Agreement APIs: enable **IIA exchange**, approval, and informing partners about changes.
- Outgoing Mobilities APIs: a set of functionalities for mobilities (for data initiated in the sending institution's system).
  - → Omobility Get/Index - used for **sending nominations**, allows the receiving HEI to access information about incoming mobilities.
  - → Omobility CNR – enables the receiving HEI to receive **information about the incoming mobilities.**
  - → Omobility LA Get/Index/Update - used for **sending LAs**, allows the receiving HEI to see and accept LAs, including any future changes.
  - → Omobility LA CNR – enables the receiving HEI to receive information about the **incoming LAs** and any future changes.
- Incoming Mobilities APIs: a set of functionalities for mobilities (for data initiated in the receiving institution's system)
  - → Imobility Get – used for sending **information about the mobilities**, allows the sending HEI to access information from the receiving HEI's system (e.g., dates of mobility)
  - → Imobility CNR – enables the sending HEI to receive notifications about the **changes in the information about the mobilities** made by the receiving HEI in their system.
  - → Imobility ToR Get/Index - used for **sending ToR**, allows the sending HEI to access ToR issued by the receiving HEI.
  - → Imobility ToR CNR - enables the sending HEI to receive information about the **incoming ToR** and any future changes.

- ## APIs – versions

APIs change over time. The version of each API implemented in the profile of a specific HEI is displayed in different colours to inform about the status of the version implemented and whether it is up to date. Depending on the type of the changes and their backward compatibility, the version number changes accordingly. For the end users with limited IT knowledge to understand the state of play, a colours coding system has been implemented in the EWP Stats Portal.



Green colour means the API version is up to date; brown means the API version is still supported, but it's not the most recent and should be upgraded soon, red means the API version is outdated and no longer supported by the EWP Network and thus can no longer be used. If the column next to a given API is blank, it means that this API is not implemented yet.

- ## Statistics

The statistics are gathered for three types of documents – IIAs, Outgoing LAs, and Incoming LAs. LAs are also shown separately for each academic year, starting from the academic year 2021/2022, in two different ways. The data can be presented as follows:

1. as raw numbers (select: *Data tables* in *Presentation Form*)
2. in the form of charts (select: *Trend charts in Presentation Form*).

The raw numbers per document are displayed by default in the main view. Select Trend charts to see how the volume of data has changed over time (including all stages of the administrative processes). If an HEI has changed their software provider, gathered data will be displayed in charts per provider.

- **IIAs in HEI X**

  - ***Provider and import date*** show what system is used for exchanging the type of document and the latest date of reported statistics.
  - ***Total IIAs*** are those shared/exposed by an HEI with partners in the EWP network. It represents the total number of IIAs in the network regardless of their status.

- ***Approved only by partner*** are the IIAs pending approval of the HEI in question.
- ***Approved only locally*** are the IIAs that are pending approval of the partner HEI of the HEI in question.
- ***Approved by both sides*** are the concluded IIAs.

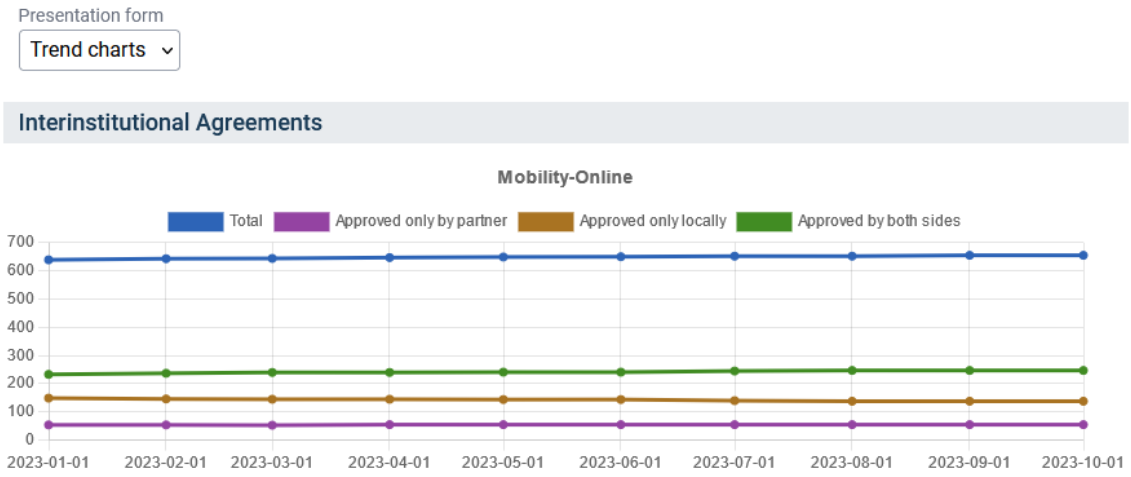
To see the **total number of IIAs approved by an HEI in the EWP network,** you should take those *approved only locally* and *approved by both sides*.

Calculating the **approval rate** is done by dividing IIAs *approved by both sides* by *total.*

Example scenario for the statistics above:

HEI X has 1259 IIAs available (*total*) in the EWP network. Those are both agreements started locally and received from partners. They include all IIAs, also those that are not yet approved by anyone. In HEI X's system, there are no IIAs that are approved by their partners and are pending their approval (*approved only by partner*), but there are 175 IIAs that are already approved by HEI X and are awaiting the approval of the partner HEI (a*pproved only locally*). HEI X has successfully concluded 462 IIAs – they are approved both by HEI X and the partner (*approved by both sides)*. The remaining IIAs that account for the difference between the IIAs signed by at least one of the HEIs and all IIAs in EWP, are either legacy agreements left over from the initial testing roll-out (i.e. they only exist as a "draft" but no concrete network action has been undertaken yet) or they are still being negotiated (partners propose the conditions before the final approval).

The dataset can be also displayed in the form of charts. To change the presentation form, select: *Trend charts*. The chart shows how the numbers changed overtime. By default, all sets are visible. It is possible to limit the display to selected ones to simplify the view (e.g. to compare how many IIAs are approved by both sides to the total number of IIAs, click on *Approved only by partner* and *Approved only locally* on the legend to hide them from the chart)



- **Outgoing LAs in HEI X**

Outgoing Learning Agreements

Provider and import date	Academic year	Total	Not modified after approval	Modified after approval	Latest version approved	Latest version rejected	Latest version awaiting
EWP Dashboard 2023-10-01	2023/2024	49	16	6	21	4	6
	2022/2023	29	5	2	7	3	12
	2021/2022	16	3	3	5	2	2

  - ***Provider and import date*** clarification on what provider system is used for exchanging the type of document and the latest date of reported statistics.
  - ***Total*** are all outgoing LAs in a given academic year shared in the network.
  - ***Not modified after approval*** are the completed LAs (approved by all three parties) that had just one version (with no changes to the original version).
  - ***Modified after approval*** are the LAs that were changed, regardless of their current status (approved, rejected, or pending).
  - ***Latest version approved*** are the LAs that are completed (approved by all three parties), regardless of the number of versions.
  - ***Latest version rejected*** are the LAs that are rejected, regardless of the number of versions.
  - ***Latest version awaiting*** are the LAs started locally and waiting for approval.

All **fully agreed outgoing LAs** are those in the *latest version approved*. The approval rate can be calculated by dividing the *latest version approved* by the *total*.

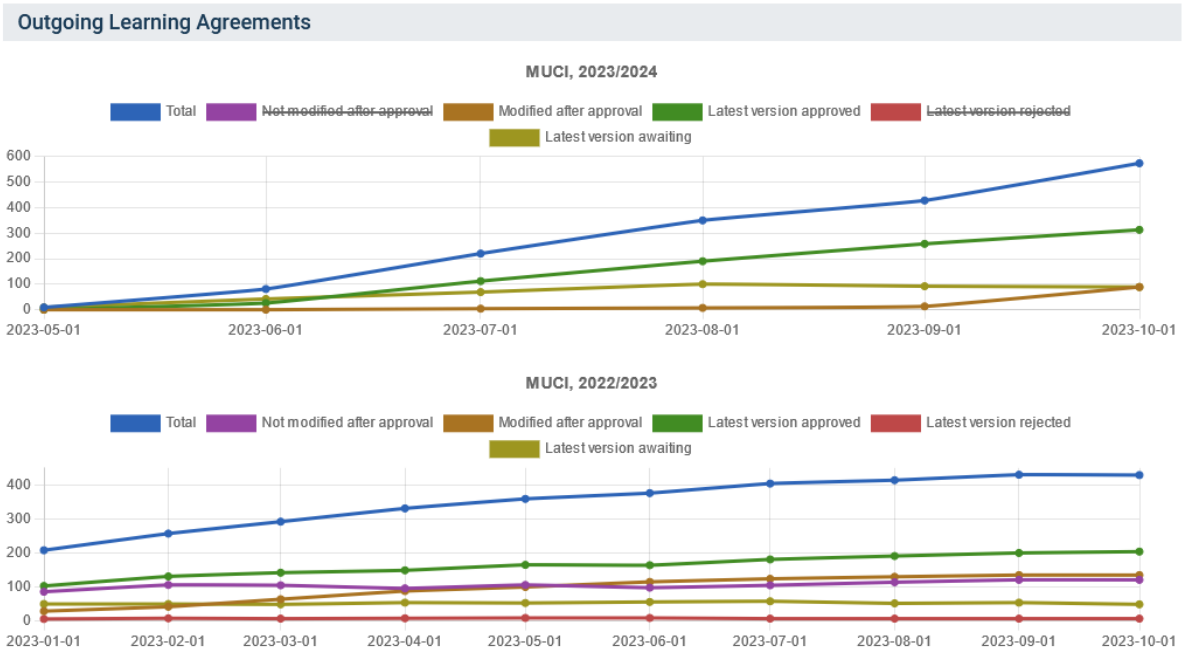
The latest version awaiting indicates how many LAs are started locally but are not yet concluded.

Following the same logic, if you want to see how many LAs a given HEI has **approved in its own system**, you can sum up the *latest version approved* and the *latest version awaiting*.

Example scenario for the statistics above:

HEI X has 292 Learning Agreements (*total*) shared in the EWP network in the 2022/23 academic year. Those are all LAs of their outgoing student mobilities that are available in the network for the respective receiving HEIs. 142 of them are fully agreed at the time of the above statistics, meaning approved by all three parties (student, sending HEI and receiving HEI (*latest version approved*)) with no further changes pending approval. 105 of the LAs that are fully agreed had just one version, meaning there are no changes to the original version (*not modified after approval*). Overall, 64 LAs have more than one version (m*odified after approval*), but those include fully agreed LAs, rejected as well as waiting for approval. As of now, the majority of LAs have just the original version (105 LAs *not modified after approval* vs 64 *modified after approval*). 49 LAs are still waiting for approval (*latest version awaiting*), they may be the first version of LA as well as changes to the already approved versions. So far, 7 LAs have been rejected.

The dataset can be also displayed in the form of charts. To change the presentation form, select: *Trend charts*. For LAs, the charts are shown for each academic year separately. In the same way as in the case of IIAs, the number of sets displayed at the charts can be limited by clicking on the items on the legend to hide/unhide them.



- **Incoming LAs at HEI X**

Incoming Learning Agreements

Provider and import date	Academic year	Total	Some version approved	Latest version approved	Latest version rejected	Latest version awaiting
EWP Dashboard 2023-10-01	2023/2024	49	31	29	3	7
	2022/2023	99	47	33	7	18
	2021/2022	102	14	8	3	32

  - ***Provider and import date*** clarification on what provider system is used for exchanging the type of document and the latest date of reported statistics.
  - ***Total*** are all incoming LAs received in a given academic year through the network.
  - ***Some version approved*** are the LAs that have at least one version approved by all parties, regardless of the number of versions and the status of the latest version.
  - ***Latest version approved*** are the LAs that are completed (approved by all three parties), regardless of the number of versions.
  - ***Latest version awaiting*** are the LAs waiting for approval.

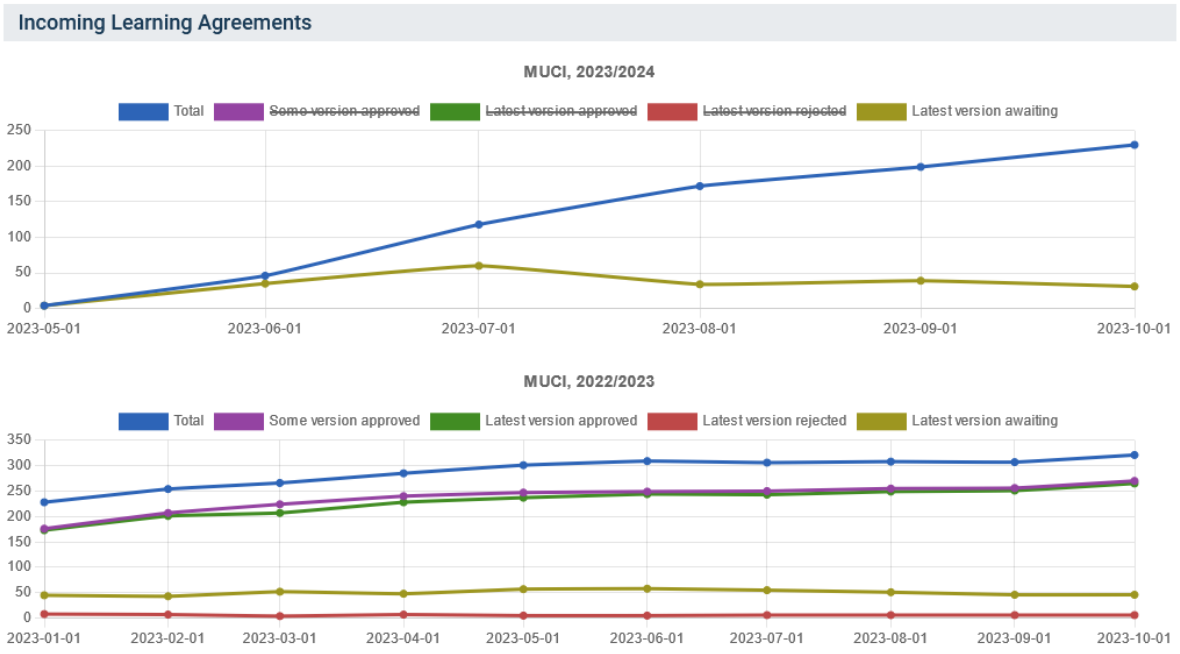
All **fully agreed incoming LAs** are those in the *latest version approved*. The approval rate can be calculated by dividing the *latest version approved* by the *total*.

Latest version awaiting indicates how many received LAs are not yet concluded.

Example scenario for the statistics above:

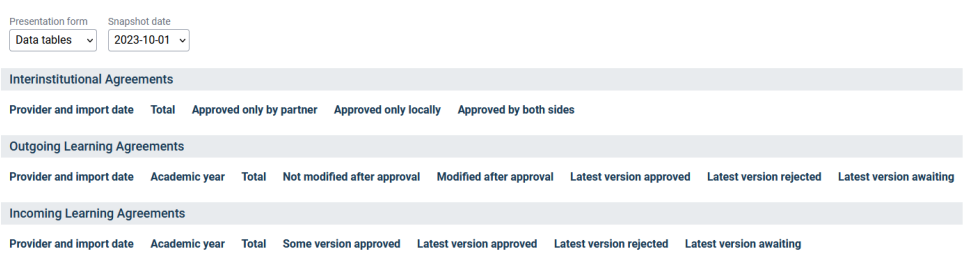
HEI X received through EWP 266 Learning Agreements (*total*) of their incoming students in the 2022/23 academic year. Those are all LAs of the students nominated to HEI X that are available in the network. These might include also LAs of students who cancelled their mobility. So far, HEI X has approved 224 LAs *(some version approved*), but only 207 of them are fully agreed at the time of the above statistics – meaning approved by all three parties (*latest version approved*) with no further changes pending approval. The remaining have changes pending approval. Currently, 49 LAs are waiting for the approval of HEI X (*latest version awaiting*), they may be the first version of LA as well as changes to the already approved versions. So far, 4 LAs have been rejected.

The dataset can be also displayed in the form of charts. To change the presentation form, select: *Trend charts*. In the same way as in the case of Outgoing LAs, the charts are shown for each academic year separately and the number of sets displayed at the charts can be limited by clicking on the items on the legend to hide/unhide them.



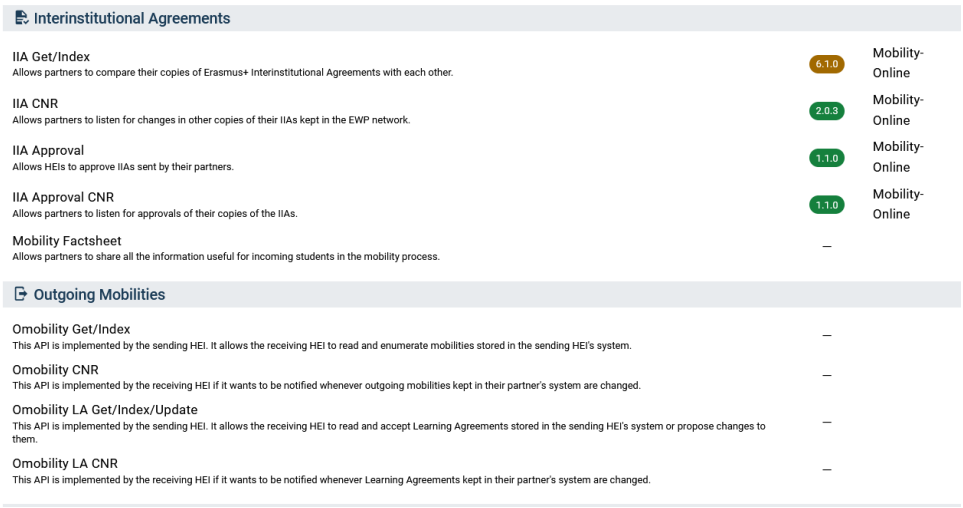
There might be HEIs whose statistics are not visible in the network yet (as presented in the screenshot below). This is because the system servers do not allow the EWP Stats Portal to access IIA and LAs endpoints.

Below are some examples of how such situations look like in the EWP Stats Portal:



- **Statistics incomplete**

Statistics available only for some of the features may mean that the HEI has not yet implemented all the APIs. This can be verified in the *EWP details* by checking the implemented APIs. The example below presents an HEI that has implemented IIA APIs but not LA APIs. If the API is implemented and there are still no statistics, it means that system servers do not allow the EWP Stats Portal to access the endpoint.



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