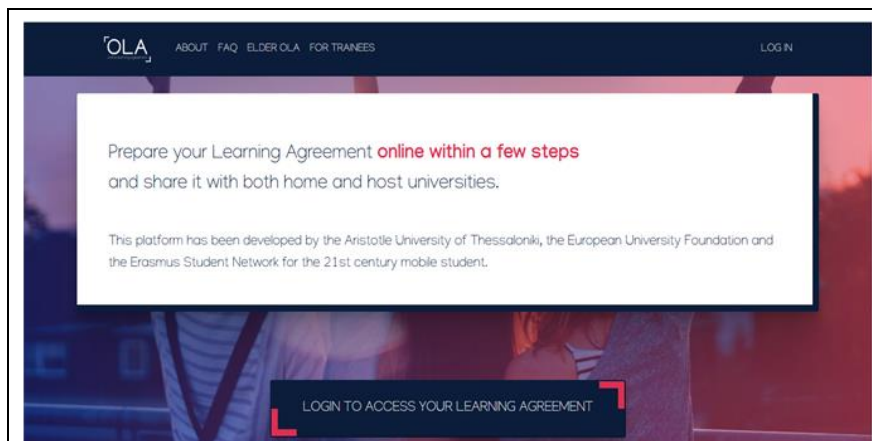
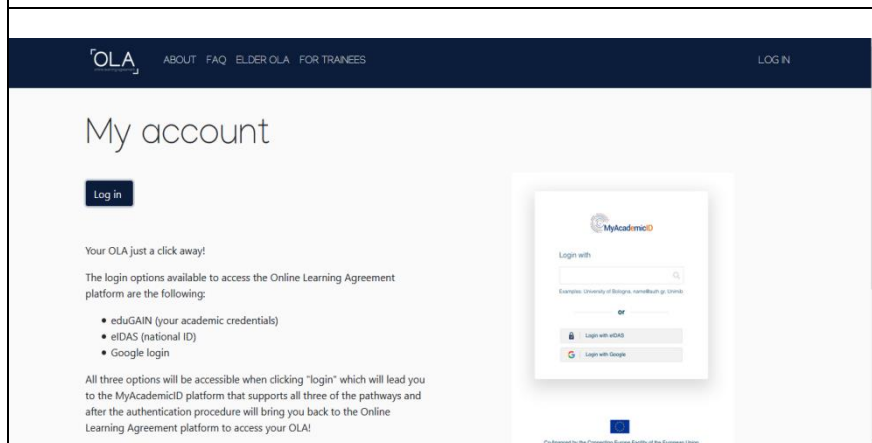


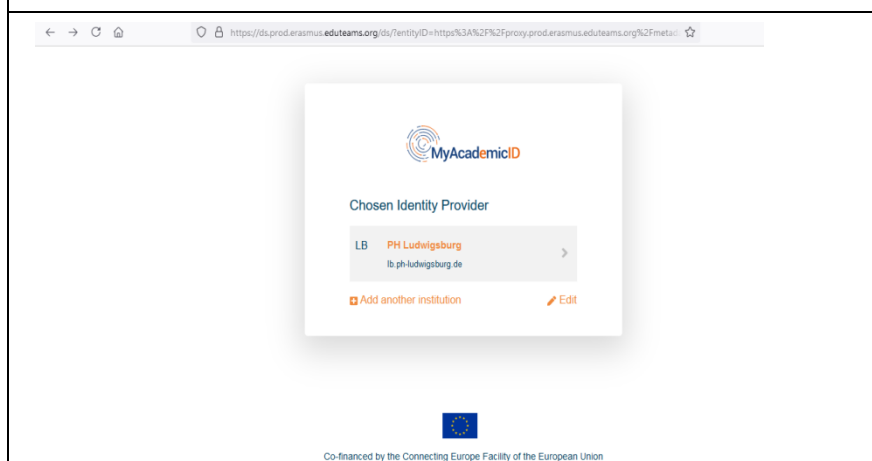
## Erstellung des OLAs (Online Learning Agreement)



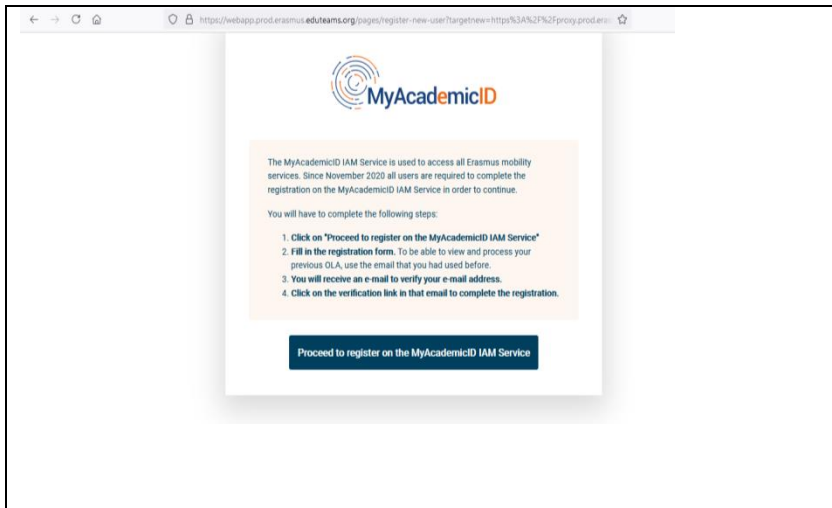
Sie erhalten eine Email, in der Sie benachrichtigt werden, dass Sie Ihr Online Learning Agreement bearbeiten können. Klicken Sie auf den angegebenen Link ([www.learning-agreement.eu](http://www.learning-agreement.eu))  
Klicken Sie auf LOG IN.



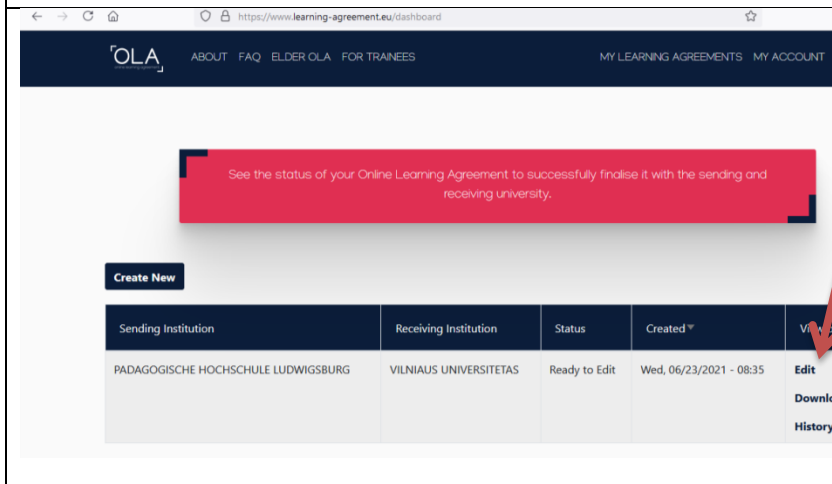
Wählen Sie die Log-in Option „eduGAIN“.



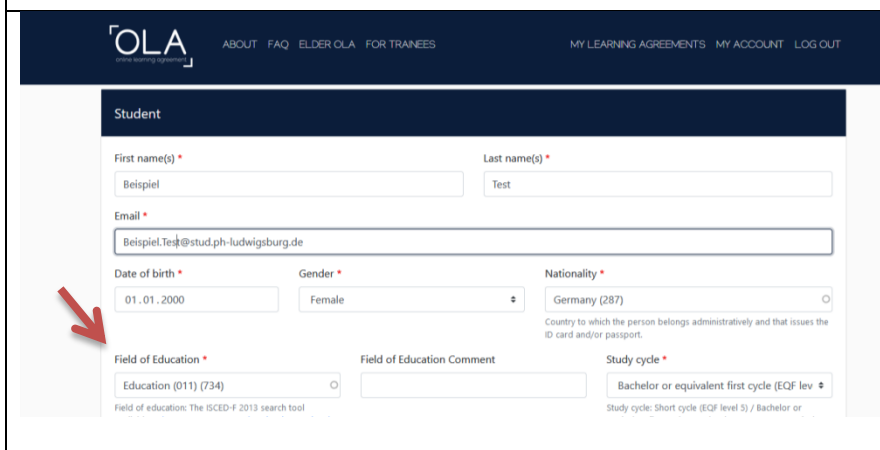
Sie werden auf folgende Seite weitergeleitet, auf welcher Sie sich über die PH Ludwigsburg mit Ihren Zugangsdaten einloggen müssen.



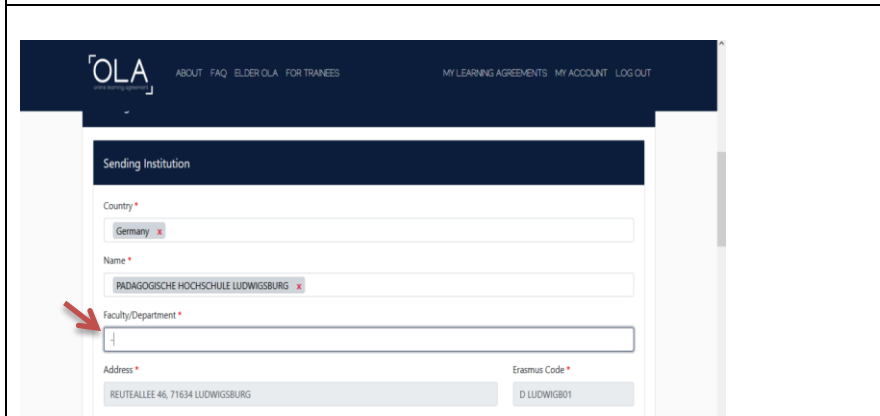
Anschließend müssen Sie sich bei MyAcademicID registrieren. Verwenden Sie hierfür bitte Ihre PH-Emailadresse. Sie erhalten eine Email, die Sie bestätigen müssen.



Wechseln Sie nun zu [www.learning-agreement.eu](http://www.learning-agreement.eu). Sie können unter „My Learning Agreements“ mit dem Ausfüllen des OLAs beginnen und Ihre persönlichen Daten eingeben. Klicken Sie hierfür auf „Edit“



Geben Sie bei „Field of Education“ Education 011 ein.



Einige Informationen sind schon vorausgefüllt. Sie müssen nur die Pflichtfelder ergänzen. Im Feld Faculty/Department können Sie einfach ein „-“ eingeben.

**OLA** online learning agreement ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

### Sending Responsible Person

First name(s) \*

Last name(s) \*

Position \*

Email \*

Phone number

### Sending Administrative Contact Person

First name(s)

Last name(s)

Position

Email

Phone number

**OLA** online learning agreement ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

### Receiving Responsible Person

First name(s) \*

Last name(s) \*

Position \*

Email \*

Phone number

### Receiving Administrative Contact Person

First name(s)

Last name(s)

Position

Email

Phone number

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### Table A - Study programme at the Receiving institution \*

Component to Table A Remove

Component title at the Receiving Institution (as indicated in the course catalogue) \*

An "educational component" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.

Component Code \*

Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion \*

ECTS credits (or equivalent): in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an

Semester \*

Geben Sie nun in Tabelle A die Daten Ihrer gewählten Kurse ein. Falls Ihnen der Component Code nicht vorliegt, füllen Sie das Feld bitte mit „/“ aus.

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**Add Component to Table A**

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant info]

- Course catalogue: detailed, user-friendly and up-to-date information on the institution's learning environment that should be available to students before the mobility period and throughout their studies to enable them to make the right choices and use their time most efficiently. The information concerns, for example, the qualifications offered, the learning, teaching and assessment procedures, the level of programmes, the individual educational components and the learning resources. The Course Catalogue should include the names of people to contact, with information about how, when and where to contact them. Show less
- This must be an external URL such as <https://example.com>.

The main language of instruction at the Receiving Institution \* English

The level of language competence \* B2

Level of language competence: a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

**Table B - Recognition at the Sending institution \***

No Component added yet.

Im Regelfall ist die Arbeitssprache Englisch, es gibt aber auch Ausnahmen, wie den deutschsprachiger Raum, und ggf. Frankreich und Spanien. Das hängt davon ab, in welcher Sprache Ihre gewählten Kurse abgehalten werden.

← → ↻ 🔒 https://www.learning-agreement.eu/ta/3/B676e6d3-f3c4-49e2-af08-63f592200432

**OLA** ABOUT FAQ ELDER OLA FOR TRAINEES MY LEARNING AGREEMENTS MY ACCOUNT LOG OUT

**Table B - Recognition at the Sending institution \***

Component to Table B Remove

Component title at the Sending Institution (as indicated in the course catalogue) \*

-

An "educational component" is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.

Component Code \* -

Number of ECTS credits (or equivalent) to be recognised by the Sending Institution \* -

Semester \* First semester (Winter/Autumn)

ECTS credits (or equivalent): in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.

Automatically recognised towards student degree

Füllen Sie auch Tabelle B entsprechend Ihres Learning Agreement aus.

Nun haben Sie alle Pflichtfelder ausgefüllt. Unterschreiben Sie das OLA digital.