



ERASMUS

Staff mobility

Teaching assignments (STA former TS)

2009-2010 Data Dictionary

Reporting rules to distinguish the two Staff Mobility Teaching assignment types

- Mobility 1: “Staff mobility for teaching assignment” (from EUC to EUC):
This must be reported as HomeInstitution=not NULL, HomeEnterprise NULL, and HostInstitution=not NULL
- Mobility 2: “Invited Staff from enterprises”(from enterprise to EUC)
This must be reported as HomeInstitution=NULL, HomeEnterprise not NULL, and HostInstitution=not NULL

NO.	DATA ATTRIBUTE	DATA DEFINITION	DATA DOMAIN	DATA CHECKS / CONSTRAINTS
T1	ID Teacher Visit Db: IDTeacherVisit	Automatically generated code to provide a primary key for the whole dataset NOTE: this field will be provided by the Reporting Software input by NA	Alphanumeric string with the following structure: NA/STA/09/000001	C1.1 Not NULL C1.2 Unique for each record
T2	Home Institution Db: HomeInstitution	Erasmus ID code of the Institution in the home country where the teacher is employed	String of characters up to 13 in the set of possible values called “Erasmus ID Codes” e.g. B BRUXEL01 It can be empty (i.e. for “Invited staff from enterprises”)	C2.1 If “Home Enterprise” empty, then “Home Institution” is in (“Erasmus Codes”) AND belonging to Home Country C2.2 If “Home Enterprise” is not empty, then “Home Institution” is empty
T3	Country Code of Home Institution Db:CountryCodeofHomeInstitution	The country of Home Institution where the teacher is employed	Automatically Generated. String of 2 characters in the set “ISO Country Codes”	C3.1 Not NULL C3.2 In (“ISO Country Codes”) C3.3 If ‘XX’ (Other) then requires comment specifying country
T4	EUC Db: EUC	The number of the Erasmus University Charter of the Home Institution	Long integer in the set of “EUC codes” defined by the set of Institutions awarded an EUC belonging to Home Country. The field will be automatically generated.	C4.1 If “Home Institution” is not empty, then it cannot be empty C4.2 In (“EUC Codes for Home Country”)
T5	ID Teacher Db: IDteacher	Unique identifier for each teacher created by the NA. Must be recognisable for the NA.	Alphanumeric string up to 20 characters	

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T6	Home Enterprise (in a case of invited staff from enterprise) Db: HomeEnterprise	The name of the company/organisation (in latin characters).	Free text up to 255 characters It can be empty (i.e. for outgoing mobility)	C6.1 If "HomeInstitution" is not empty then "Home Enterprise" must be empty C6.2 If "HomeInstitution" is empty, then "HomeEnterprise" cannot be empty C6.3 Length \leq 255
T7	Size of the Home Enterprise Db: HomeEnterpriseSize	Size of the Home Enterprise	String of 1 character in the set (S, M, L) S = Small (\leq 50 staff) M = Medium (51-500 staff) L = Large (>500 staff)	C7.1 If "Home Enterprise" is not empty, then this cannot be empty C7.2 In (S, M, L)
T8	Type of the Home Enterprise Db: HomeEnterpriseType	Type of the Home Enterprise	String of 1 characters in the list of "NACE Sector Codes"	C8.1 If "Home Enterprise" is not empty, then this cannot be empty C8.2 If "Home Enterprise" is empty, then this must be empty C8.3 In ("NACE Sector Codes")
T9	Country of the Home Enterprise Db: HomeEnterpriseCountry	Country of the Home Enterprise	String of 2 characters in the set called "ISO Country Codes"	C9.1 If "Home Enterprise" is not empty, then this cannot be empty C9.2 If "Home Enterprise" is empty, then this must be empty C9.3 In ("ISO Codes")
T10	ID Staff Db: IDStaff	Unique identifier for each person created by the NA. Must be recognisable for the NA.	Alphanumeric string up to 20 characters	
T11	Category of work at Home Enterprise Db: CategoryWorkEnterprise	The category of work at home Enterprise	String of 1 character in the set (M, R, T, A), where M = Manager R = Researcher/Teacher/Trainer T = Technical A = Administrative	C11.1 If "Home Enterprise" is not empty, then this cannot be empty C11.2 If "Home Enterprise" is empty, then this must be empty C11.3 In (M, R, T, A)
T12	Surname of Teacher Db: Surname	The family name of teacher	Free text up to 60 characters	C12.1 Not empty
T13	First name(s) of Teacher Db: Forename	The complete first name(s) of teacher	Free text up to 60 characters	C13.1 Not empty
T14	Gender Db:Gender	Gender of teacher	String of 1 character in the set (M, F) M = male F = female	C14.1 Not NULL C14.2 In (M, F)

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T15	Nationality Db: Nationality	Nationality of teacher	String of 2 characters in the set "ISO Country Codes"	C15.1 Not NULL C15.2 In ("ISO Country Codes") C15.3 If 'XX' (Other) then requires comment specifying nationality
	E-mail address	E-mail address of teacher		Not NULL
T16	Subject Area of Teacher in Home Institution Db: HomeSubject	Principal teaching subject area of the teacher at Home University	Numerical string of a maximum of 4 characters according to ISCED97 codes or Erasmus subject area codes (xx.x).	C16.1 If "Home Institution" is not empty, then this cannot be empty C16.2 In ISCED97 or Erasmus subject area codes (NOTE: If Erasmus subject area codes are used, the value must have four characters, including a '.' as the third character)
T17	Seniority of Teacher Db: Seniority	The degree of experience (seniority) of a teacher	String of 1 character in the set (J, I, S) J = junior (approx. < 10 years of experience) I = intermediate (approx. >10 and <20 years of experience) S = senior (Approx. > 20 years of experience)	C17.1 Not NULL C17.2 In (J, I, S)
T18	Host Institution Db: HostInstitution	The institution at which the teaching took place	String of characters up to 13 in the set of possible values called "Erasmus Codes" defined by the set of Institutions awarded an EUC for the current Erasmus Year and not belonging to Home Country e.g. B BRUXEL01	C18.1 Not NULL C18.2 Value MUST be one of ("Erasmus Codes") C18.3 The host country cannot be the same as the country of the home institution/enterprise
T19	Country Code of Host institution Db:CountryCodeofHostInstitution	The host country of the host Institution at which the teaching took place	String of 2 characters in the set "ISO Country Codes"	C19.1 Not NULL C19.2 In ("ISO Country Codes") C19.3 If 'XX' (Other) then requires comment specifying country

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T20	Host Subject Area Db: HostSubject	Principal Subject area of teaching at the Host Institution	Numerical string of a maximum of 4 characters according to ISCED97 codes or Erasmus subject area codes (xx.x).	C20.1 Not NULL C20.2 In ISCED97 or Erasmus subject area codes (NOTE: If Erasmus subject area codes are used, the value must have four characters, including a '.' as the third character)
T21	Duration of the Teaching assignment (days) Db: LengthDays	How many days the teacher has been abroad excluding travelling days	Integer number (no decimals) between 1 and 42 days.	C21.1 Not NULL C21.2 Must be integer between 1 and 42
T22	Duration of Teaching (hours) Db: LengthHours	How many hours taught abroad	Integer number (no decimals), >=0 0 must be used if the amount of hours is unknown	C22.1 not empty C22.2 Must be integer (no decimal part) C22.3 >= 0 C22.4 Warning if < 5
T23	Mobility Start Month Db: StartMonth	The month and year in which a teacher visit commenced	Date format mm-yyyy reporting month and year.	C23.1 Not empty
T24	Level of Teaching Db: LevelTeachingST	Level of Teaching Cycle at the Host Institution.	One character-long string, with four possible values: 1 = First Cycle 2 = Second Cycle 3 = Third Cycle S = Short Cycle M = Multiple Cycles	C24.1.1 Not Null C24.2 1, 2, 3, S or M
T25	Language of Teaching Db: LangTeaching	The teaching language in the Host Country	String of 2 characters in the set called "ISO Language Codes"	C25.1 Not NULL C25.2 In ("ISO Language Codes"), or 'XX' if other
T26	Supplement for disability Db: SEVSupplement	The total grant awarded for disability for a teacher visit. This grant must be reported in its entirety in this field	Currency (in euro). Positive number, with up to two decimals. If decimals are used, decimal sign is '.' (do not use comma).	C26.1 >= 0 C26.2 Warning if ≥ 10000 C26.2 The number does not contain commas

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T27	Erasmus Subsistence Costs Db: Subsistence	The overall subsistence costs excluding the additional funding for disabilities	Currency (in euro). Positive number, with up to two decimals. If decimals are used, decimal sign is '.' (do not use comma).	C27.1 >= 0 C27.2 The number does not contain commas
T28	Erasmus Travel Costs Db: Travel	The overall travel costs excluding the additional funding for disabilities	Currency (in euro). Positive number, with up to two decimals. If decimals are used, decimal sign is '.' (do not use comma).	C28.1 >= 0 C28.2 The number does not contain commas
T29	Total Erasmus Grant Db: TotalGrant	The overall amount of grant the teacher received excluding the additional funding for disabilities	Currency (in euro). Positive number, with up to two decimals. If decimals are used, decimal sign is '.' (do not use comma).	C28.1 >= 0 C28.2 The number does not contain commas
T30	Is this the First Erasmus Teacher Visit funded by Erasmus Db: IsFirstTV	Whether this is the first teaching assignment mobility funded by Erasmus for the staff member.	String of 1 character in the set (Y, N) Y = yes N = no	C30.1 Not NULL C30.2 In (Y, N)
T31	Comment Db: Comment	Any comment the NA needs to give on a teaching visit, such as: justification of values giving errors that the NA has chosen to accept, etc	Free text up to 255 characters	C31.1 Length <= 255 C31.2 If "Nationality"= "XX" then Not Empty C31.3 If "Language Of Teaching"= "XX" then Not Empty
T32	LLPLink Project Number Db: LLPLinkProject	LLPLink project number in order to link this entry to LLPLink data (to be filled in by the National Agency)	Text in the format 2009-xx-NA-ERA02-xxxxx	C32.1 Not NULL