ENGLISH FOR ACADEMIC MOBILITY

Тлумачний словник термінів освіти та міжнародного освітнього простору

УДК 37.378
Е 56

English for Academic Mobility: Методичні рекомендації для самостійної роботи. Тлумачний словник термінів освіти та міжнародного освітнього простору / уклад. : І.Р. Плавуцька, Н.І. Пасічник, Н. І. Закордонець, С. А. Коновальчук, А. В. Косенко, О.В. Сорочан, І. Я. Савельєва, О.В. Шевчук, Ю. М. Мартиць, Тернопіль : ТНТУ Івана Пулюя, 2025. 125 с.

Видання виконане в рамках міжнародного освітньо-культурного проєкту «Лемківська спадщина», який ініціювала культуртрегерська правозахисна ГО «Вільний світ», «Кіноклуб Докудейс при ТНПУ ім. В. Гнатюка» та періодичне видання «Наше слово» – найбільша газета для українців у Польщі (Варшава, Польща).Тлумачний словник містить ключові терміни та поняття освіти та міжнародного освітнього простору, які тематично класифіковані і представлені у трьох розділах. Окремо винесено список тематичної літератури та Інтернет-ресурсів. Словник призначений для аудиторної, індивідуальної та самостійної роботи студентів факультету іноземних мов освітньої програми "Англійсько-український переклад", для студентів технічних і комп'ютерних спеціальностей та учнів старших класів загальноосвітніх та спеціалізованих шкіл.

Укладачі:
Плавуцька Ірина Ростиславівна – кандидат філологічних наук, доцент кафедри української та іноземних мов Тернопільського національного технічного університету імені Івана Пулюя.
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Рецензенти:
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ЗМІСТ

ПЕРЕДМОВА

Видання виконане в рамках міжнародного освітньо-культурного проєкту «Лемківська спадщина», який ініціювала культуртрегерська правозахисна ГО «Вільний світ», «Кіноклуб Докудейс при ТНПУ ім. В. Гнатюка» та періодичне видання «Наше слово» – найбільша газета для українців у Польщі (Варшава, Польща).Тлумачний словник призначено для студентів факультету іноземних мов освітньої програми "Англійсько-український переклад", а також студентів технічних спеціальностей, які вивчають комп'ютерні науки та інформаційні технології.

Головна мета тлумачного словника – поглиблене оволодіння фаховою англійською мовою у галузі освіти та освоєння термінологічної лексики.

Тематичний словник складається з трьох тематичних розділів (English for Education, English for Academic Mobility, English for International Educational Projects).

При роботі над словником було використано матеріали енциклопедичних словників, тлумачних словників з освіти, педагогіки, академічної мобільності та проектної роботи Терміни та поняття розміщені у словнику за алфавітним порядком, що дозволяє користувачам легко орієнтуватись у виборі потрібного матеріалу.

Тлумачний словник розрахований на викладачів, аспірантів, магістрів, студентів, а також для усіх, хто має стосунок до галузі освіти та педагогіки.

АНГЛІЙСЬКИЙ АЛФАВІТ

Aa	**Aa** [eɪ]	*Nn*	**Nn** [en]
Bb	**Bb** [bɪ:]	*Oo*	**Oo** [əʊ]
Cc	**Cc** [sɪ:]	*Pp*	**Pp** [pɪ:]
Dd	**Dd** [dɪ:]	*Qq*	**Qq** [kju:]
Ee	**Ee** [ɪ:]	*Rr*	**Rr** [a:]
Ff	**Ff** [ef]	*Ss*	**Ss** [es]
Gg	**Gg** [ʤɪ:]	*Tt*	**Tt** [tɪ:]
Hh	**Hh** [eɪ:ʧ]	*Uu*	**Uu** [ju:]
Ii	**Ii** [aɪ:]	*Vv*	**Vv** [vɪ:]
Jj	**Jj** [ʤeɪ]	*Ww*	**Ww** [ˈdʌblju:]
Kk	**Kk** [keɪ]	*Xx*	**Xx** [eks]
Ll	**Ll** [el]	*Yy*	**Yy** [waɪ]
Mm	**Mm** [em]	*Zz*	**Zz** [zed]

ENGLISH FOR EDUCATION

A

- **Academia**

The collective term for the community of higher education and research engaged in science and cultural learning. From the Greek Akademia, near Athens, where ancient Greek philosopher Plato set his school of philosophy.

- **Academic Degree**

Conferred by higher education institutions, an academic degree is one of a number of status levels that most often signify the successful completion of a program of study.

- **Academic Institution**

An institution of education, dedicated to research and higher education. These institutions grant academic degrees.

- **Academic Integrity**

An ethical policy or moral code in academia, including avoiding forms of cheating and plagiarism, keeping honest standards in academic publishing, and maintaining academic standards.

- **Academic Publishing**

The publishing system in place that allows academic scholars to submit their work for peer review, making it available for a broader audience. Also known as the "system," academic publishing can vary widely by field and is continuously evolving to meet current standards and demands. Most of the work puts out by academic publishing is through books or articles in journals.

- **Accrediting Body**

In relation to education, an accrediting body is an organization that issues certificates or licenses to individuals who have met a rigorous coursework standards to the satisfaction of the body.

- **Active Learning**

The learning process where students are actively engaging the material. Often utilizing cooperative learning, active learning involves peer discussion, writing, reading, and direct engagement while solving problems, utilizing analysis, evolution, and synthesis.

- **Adult Education**

Also known as andragogy, adult education is the practice of educating and teaching adults, often through the workplace. Sometimes referred to by the term "Training and Development," adult education is offered through 'continuing education' or extension' courses through secondary schools, colleges, and universities.

- **Alternative Education**

Any approach to learning and teaching that is different that the traditional style found in public and private schools. Also known as non-traditional education, the various approaches can be applied to any age group of student, at any educational level.

Bb

- **Blog**

A discussion or informational site published on the world wide web.

- **Biometrics**

A system of personal identification through measurable characteristics distinct to an individual. These characteristics can be either behavioral or psychological.

- **Blackboard**

Blackboard Inc. is an enterprise technology company with corporate headquarters in Washington, D.C. that is primarily known as a developer of education software, in particular Blackboard Learning System, its flagship learning management system and product.

- **Blended Learning**

A combination of different modes of learning. Blended learning is often used to refer specifically to combination courses that use both in-classroom and online distance learning techniques.

- **Bridge Program**

A program in higher education, frequently used in healthcare professions, used to assist students meet a course of degree or license in less time than entry-level students. It is specifically designed for students who have already reached a primary educational goal.

Cc

- **Commercial Data Base**

A collection of information accessible over communication lines to paying subscribers; also called information service and information utility.

- **Crawler**

An Internet bot that systematically browse the world wide web, typically for the purpose of Web indexing. It is also called a Web spider.

- **Cybersecurity**

An umbrella term for all systems that protect data, networks and computer systems from intrusion and attacks, very often due to being connected to the Internet.

- **Certification Bodies**

Organizations that issue certifications that can confirm an individual meets standard requirements of a particular field of study or research.

- **Coaching**

The act of teaching and directing through advice and encouragement. A coach is most traditionally recognized in areas of sports, but motivational and inspirational coaches emerged during the 20th century.

- **Coeducation**

Also known as co-ed; gender-integrated education in the same school. Before the middle of the 20th century, many educations of higher learning restricted enrollment by gender.

- **Collaborative Learning**

A term covering many different approaches to education, all of which use joint effort between groups of students, or students and their instructors. Related to cooperative learning, collaborative learning can include group projects and collaborative writing, among other tasks.

- **Comparative Education**

Using data from the educational practices and situations from one geographical area to examine the educational practices in another.

- **Computer Based Learning (CBL)**

A structured environment where computers are primarily used to teach as a key component, both in and out of a classroom situation.

- **Cooperative Education**

The combination of academics and practical work experience via a structured method. Cooperative education – regularly referred to as "co-op" – gives academic credit for paid work; this goes hand in hand with research showing employers highly value work experience in new hires.

- **Cooperative Learning**

A switch from more traditional, curriculum-focused methods of education. Cooperative learning environments support students learning, both as self and within the group.

- **Course**

One academic term of a single subject, primarily used in the United States.

- **Coursera**

An educational tech company that offers for-profit massive open online courses (MOOC). Coursera works hand in hand with universities to bring traditional classroom-based courses online in many different subjects.

- **Critical Pedagogy**

The teaching approach which focuses on the practice of achieving critical consciousness by students. Instructors who use the method of critical pedagogy leads students to question oppressive practices in all facets of their lives.

- **Critical Thinking**

The mental processes used when evaluating information that has been put forth as true. Consists of reflection, examination, and formation of judgement. Information is gathered through communication, experience, reasoning and observation. While based in values of intellect, critical thinking goes beyond subject/matter division.

- **Cultural Learning**

The ways information is passed to new generations within a cultural society. The way a culture socializes with its youth greatly influences its learning styles.

- **Curriculum (plural: curricula)**

The courses and contents offered by educational institutions. Curriculum may be determined, either partially or completely, by external bodies.

Dd

- **Data**

  Facts; the raw material of information.

- **Desire2Learn**

Desire2Learn Incorporated is a provider of enterprise eLearning solutions and develops online Learning Management Systems used at more than 650 institutions in 20 different countries around the world.

- **Distance Education**

An educational field focused on the design of systems that most effectively incorporates the pedagogy, technology, and instructional systems for students unable to attend traditional classroom-based education classes. Students and teachers can communicated via electronic media, or through real-time applications. Some distance education courses require in-classroom presence at times; these are called hybrid or blended courses.

Ee

- **Editing**

The process of changing information by inserting, deleting, replacing, rearranging and reformation.

- **Electronic Mail**

A method of composing, sending, storing and receiving messages over electronic communication systems.

- **Expert System**

Form of artificial intelligence software that imitates the same decision-making processes of experts on a specific field.

- **EDU or .edu**

"Dot-edu" Primarily used by schools and universities in the United States, .edu is the generic top-level domain (TLD) for institutions of education. Originally intended for use worldwide, .edu is one of the oldest TLDs, created in 1985. While it is available for schools worldwide, most institutions outside of the United States choose a domain under the TLD for their country.

- **Education**

Learning and teaching specific knowledge, skills, and beliefs, as defined by the social sciences. Practicing teachers, in addition to those who are licensed, use many different methods and materials to create and share curriculum.

- **Education Policy**

The collection of implied and stated rules and regulations set to control and modify the behavior in schools. There is a scholarly study of education policy, focusing primarily on analysis.

- **Education Reform**

A movement or plan that brings or attempts to bring an entire change of the system of educational theory and practice across society or community lines.

- **Educational Evaluation**

The characterization and appraising of different parts of the educational enterprise through an evaluation process.

- **Educational Games**

Games that are specifically designed to teach people – primarily children – a certain subject, or assist in learning a skill with play. Often called edutainment due to the combining of an entertainment source such as video games with an educational process.

- **Educational Leadership**

The leadership found in more formal settings of education. Generally drawing from interdisciplinary literature, educational leadership distinguishes itself through its focus on human development, epistemology, and pedagogy. More contemporary forms borrow points from business and political science, and there is debate about this tension found within the field.

- **Educational Organization**

An organizational theory applying to how education is processed by the human mind. Educational organization is not organizing the educational system.

- **Educational Programming Language**

Not used as a tool for real world applications, this programming language is primarily used as a learning instrument.

- **Educational Psychology**

The psychological study of the different ways humans placed in educational settings learn. Also focuses on how effective various educational treatments are, the psychology of teaching as subject, and schools as organizations within social psychology. While educational psychology and school psychology are interchangeably used, school psychology and psychologists most often refer to practitioners found on school campuses, while educational psychologists are usually the theoretical and research practitioners. Educational psychology focuses as a practice on the process of attaining education in the general population.

- **Educational Research**

The investigation and research toward specific behavior found in students, teachers, and other members of a campus body. The research is most often conducted by examining data from points that can be pulled from many different campuses, such as standardized testing results. Educational research methodology is most often pulled from social sciences, primarily psychology.

- **Educational Software**

Software programs on computers which has a primary purpose of self-learning and teaching.

- **Educational Technology**

Education improving through technology. The process of designing training or instruction for education, used to improve performance, through a systematic and iterative pattern. Also known as instructional or learning technology.

- **edX**

Founded in conjunction by Harvard College and the Massachusetts Institute of Technology (MIT), EDX is an MOOC that hosts university-level courses, at no charge, to a worldwide audience.

- **E-learning**

Computer and communications technology facilitated to enhance learning. E-learning can be utilized through home computers, software, television, and mobile technology such as tablets and smart phones. Communications technology uses email, internet access, online discussion forums and team learning systems (see: online deliberation) for students and teachers to communicate.

- **Electronic Portfolio**

Primarily known as a digital or e-portfolio, an electronic portfolio is a portfolio found on electronic media and services in an educational context. It is a record of personal information, primarily including proof of knowledge and capability.

- **Engagement**

How a student does or does not feel toward learning and his or her learning environment.

- **Exam/Examination (aka Test)**

An assessment of an individual meant to determine his or her knowledge, skill, or other classification on a subject. May be oral or written, or be performance-based. These can be formal or informal, and can be used to determine development of both an individual or a group.

- **Exam Proctor**

A person who oversees an exam to ensure regulations are met and cheating does not occur.

- **Experiential Education**

Better known as learning by doing or hands-on learning, experiential education is the process of engaging students actively in an experience with benefits and consequences in an authentic manner. Students discover and experiment in a hands-on environment, allowing them to gather the knowledge personally rather than simply through hearing or reading the experiences of others. Experiential education allows students to develop new attitudes and skills by reflecting on their experiences afterward, which can facilitate new theories and ways of thinking about problems. The process of experimental education highly relates to constructivist learning theory.

Ff

- **Flowcharts**

The means of visually representing the flow of data through an information processing system, the operations performed within the system and the sequence in which they are performed.

- **Full-time equivalent (FTE)**

Full-time equivalent is a unit that indicates the workload of an employed person (or student) in a way that makes workloads comparable. across various contexts. FTE is often used to measure a worker's (or students) involvement in a project, or to track cost reductions in an organization. An FTE of 1.0 means that the person is equivalent to a full-time worker, while an FTE of 0.5 signals that the worker is only half-time.

Gg

- **Grid Chart**

A chart used in system analysis to summarize the relationships between the components of a system.

Hh

- **Home Page**

A starting point or a doorway to the Website. It refers to the Web page that identifies a Website and contains the hyperlink to other Web pages in the Website.

- **Hyperlink**

An image or portion of text on a Web page that is linked to another Web page.

- **Higher Education**

The education provided by institutions such as colleges and universities that reward academic degrees upon completion. The term higher education refers to both teaching and research activities of universities. In the teaching sphere, it refers to both undergraduate and graduate level (sometimes referred to graduate school). Higher education is different than other types of post-secondary education such as vocational institutions. Most professional education can be found in the sphere of higher education, and a high majority of postgraduate work is strongly professionally oriented.

Ii

- **Information**

The summarisation of data according to a certain pre-defined purpose.

- **Internet**

A vast computer network linking smaller computer networks worldwide.

- **Interpreter**

A program that converts and executes the source code into machine code line by line.

- **Identity Verification**

The definition of a person as an individual through physiological and behavioral standards. One example of identity verification is a PIN used in banking.

- **Individualized Instruction**

The instructional method where instructional materials, media, content and learning pace are solely based on the individual learner's interests and abilities.

- **Inquiry Education**

Also known as inquiry method, inquiry education is centered on students. It is a method of education that is focused on question asking: students that have meaningful questions are encouraged to ask them, especially if they do not have easy answer. During the question time, teachers are encouraged to stay silent of possible, facilitating more questions rather than giving answers.

- **Instructional Design**

Also referred to as instructional systems design, instructional design is an analytic process of developing instruction and analyzing learning needs. Designers frequently use instructional technology to develop instruction. Design models usually require a specific method that, when followed, transfer skills, attitude, and knowledge to students.

- **Instructional Leadership**

The behaviors and actions of individuals or groups within the educational field, characterized by skill and knowledge in curriculum and instructional methodology. This includes resources to meet a school's mission, one-on-one communication, communication in both small and large groups, and an established clear, articulated vision for the institution. The vision, and decisions based on it, are best made by a process of collaboration that is inclusive of many different stakeholders. Leaders are also expected to promote leadership behavior and collegiality between other institutional members.

- **Instructional Technology**

Created as a response to labor shortage problems in the United States during WWII. The need of skilled labor workers to fill factories was a definite need, and instructional technology created a manner of training workers efficiently.

- **Instructional Theory**

The theoretical discipline that focuses on structuring material to promote human education, primarily juveniles. Created in the late 1970s in the United States, the theory is usually categorized in two ways: cognitive and behaviorist. It was spawned from Benjamin Bloom's 1956 work on the Taxonomy of Education Objectives at the University of Chicago.

- **Instructure**

Instructure is an educational technology company based in Salt Lake City, Utah. It is the developer of the Canvas learning management system, which is a comprehensive cloud-native software package that competes with such systems as Desire2Learn, the Blackboard Learning System, Moodle, and the Sakai Project. Instructure also developed Canvas Network, a massive open online course platform.

- **Integrative Learning**

The theory that describes movement to integration of lessons that will assist students in cross-curricula connections. It is a concept in higher education, and is different from the "integrated curriculum" movement in elementary and secondary schools.

- **International Education**

Connected to comparative education, international education is the practice and study of aid and cooperation between international communities. This includes the exchange of students, researchers, and teachers.

- **Invigilator**

A person who ensures examinations run smoothly, by complying with the regulations set on them. This includes start and finish times, the securing of papers, recording attendance and seating, and watching for cheating and plagiarism. Invigilators also deal with unforeseen emergencies and problems that may come up during exams.

Jj

- **Java**

A programming language, used to create mobile applications, softwares, etc.

Kk

- **Keyboard**

The standard input device attached to all computers. The layout of keyboard is just like the traditional typewriter of the type QWERTY.

- **Khan Academy**

Created in 2006, Khan academy is a not for profit website offering thousands of resources for educators and students. Its mission is to "provide a free world-class education for anyone anywhere."

- **Kinesthetic Learning**

A style of learning and teaching where the student takes place in an actual activity in contrast to watching a demonstration or listening to a lecture. Examples include building physical models and participating in role-playing or reenactments. This also includes the left-right movement of motion utilized in kindergarten classes to prepare children for reading.

- **Knowledge Management (KM)**

The techniques used for systematic collection, security, management, and transfer of informational data between members of organizations. It also includes the systems designed to best utilize the knowledge. It specifically refers to the tools and techniques created to preserve informational availability held by specific people that will facilitate decisions made and risk reduction.

- **Knowledge Representation (KR)**

Used most often to refer to representations of explicit objects intended for computer processing.

- **Knowledge Transfer**

The practical problem of moving knowledge from one area of an organization to another, primarily in organizational learning and development fields. Considered more than a problem with communications.

- **Knowledge Visualization**

A sub disciplinary section of information design and instructional message design with the aim of improving knowledge transfer through use of computer and non-computer-based visual formats. Some formats included are sketches and art, diagrams and informational graphics, photographs and physical objects, animations, visualization, and stories.

Ll

- **Link**

A communication path between two nodes or channels.

- **Learning**

Acquisition of attitudes, knowledge, skills, and/or values through experience, study, or teaching. Causes behavioral changes that is persistent and measurable. May also allow the individual to create new mental constructs or revise prior beliefs or attitudes. The learning process depends on experience and can lead to long term behavioral changes.

- **Learning by Teaching (LdL)**

The designation of a method that allows students to prepare and teach their peers in professional education. From the German "Lernen durch Lehren" or LdL. This method should not be confused by student presentation or lectures. In learning by teaching, students do more than just convey specific content, they choose the methodology and approach to teach their classmates the specific subject matter.

- **Learning Outcome**

While the usage of learning outcome may vary between different organizations, the term usually refers to either the aims of the course or the general objectives of a line of education.

- **Lesson Plan**

The detailed course description for a lesson, put together by the teacher or instructor. Many lesson plans are similar, but there is no single way to create a correct plan.

- **Liberal Arts**

The field that provides general knowledge and intellectual skills in study, in comparison to specialized skills for professional or occupational use.

- **Lifelong Learning**

A philosophy that is summed by the concept believing that it is "never too soon or too late for learning." The concept seeks to provide people with opportunities for learning throughout life and in various context, whether it be in school, at work, or through recreational activity.

- **Lifelong Education**

Pedagogical form frequently attained through e-learning, continuing education, and correspondence courses. It can also include postgraduate programs for improving skill sets and work retraining. It shares similar goals with internal training at corporations.

Mm

- **Master File**

A file that contains all existing records organized according to the key field; updated by records in a transaction file.

- **Multitasking**

Working simultaneously with several programs or interrelated tasks that share memories, codes, buffers and files.

- **Mastery Learning**

The instructional method that holds the presumption all children are capable of learning, provided they have the appropriate conditions. It is a method in which students that have not advanced to a particular objective will stay in place until they can demonstrate the proficiency to move on.

- **Mentoring**

The relationship between a mentor and a less-experienced partner, usually paired by sex.

- **Methodology**

Defined strictly as a study and knowledge of methods. Frequently used to indicate a particular single or set of methods. More widely defined as the study of problem-solving and answer-seeking techniques, rather than the study of the technique itself.

- **Mind Map**

The diagramming of words and ideas in how they link to a central point. Used to classify, generate, structure and visualize ideas, in addition to aiding in studying, problem solving, and making decisions.

- **Massive Open Online Course (MOOC)**

Recently developed and used in distance education, a Massive Open Online Course (MOOC) is based on the internet and has a goal of online education and unlimited participation. MOOCs offer both traditional materials in addition to an interactive forum where students and instructors can communicate.

Nn

- **Notebook**

A portable computer, that can fit into a briefcase. It is used as personal computer. It is also called laptop.

Oo

- **Object**

Something that contains both the data and the application that operate on that data. Observational Learning (aka social learning): The learning that occurs by observing and replicating behavior seen in others. Most often associated with Albert Bandura's psychological works. Considered important in childhood development, especially in relation to introducing the importance of authority.

- Online Proctor

The proctor of an online exam. Oversees the course limitations and verifies the identification of the people taking the course as the ones scheduled to be examined.

- Open Problem

A formally stated problem in which the known solution has yet to be discovered. Commonly used in graduate education.

- Outcome-Based Education (OBE)

A form of education that focuses primarily on measuring a student's end performance. OBE does not require a specific form or method of teaching, only that the student learns and retains the information taught at the end.

- Outdoor Education (aka adventure education)

Commonly refers to organized learning experiences that occur outdoors, often involving residential or journey based experiences where students can participate in different challenges including group games, hiking, and canoeing. Uses the theories and philosophies put forth in experiental education.

- **Over Learning**

The concept that newly acquired skills should be used beyond mastery to the point where they are automatic.

Pp

- **Process**

A collection of code, data and other system resources including at least one thread of execution that performs a data processing task.

- **Program**

A set of instructions to perform a specific task.

- **Pedagogy**

The art and science of teaching, from the Greek paidagogos. The Latin for pedagogy is education, and is much more widely used, though they are interchangeable.

- **Philosophy of Education**

The study behind the nature, ideal content, and purpose of education. Questions include problems of authority, the nature between the human subject and knowing mind, and the relationship between society and education. The philosophy has long been linked to the theories of human development and developmental psychology.

- **Postgraduate Education (aka quaternary education)**

Follows the completion of a collegiate or university undergraduate degree. Masters degrees are often considered tertiary education.

- **Post-Secondary Education**

Any education following the attendance of secondary school. It can be used for vocational training and education or to prepare for careers and professions through higher education.

- **Problem Finding**

Discovery of problems. Part of the process that also includes problem shaping and solving. Requires insight and intellectual vision, involving creativity application, into finding the missing piece.

- **Problem Shaping**

Revisiting and revising questions to begin or continue the process of solution. Part of a larger process including problem finding and solving. Often involves critical thinking applications.

- **Problem Solving**

A part of thinking, problem solving happens when a system can not proceed from one state to its desired goal. Part of the process that included problem finding and shaping.

- **Problem-Based Learning (PBL)**

A concept of active learning, currently being adapted for primary and secondary education. Defining characteristics of PBL include being driven by open-ended problems, collaborative working in small groups , and the use of facilitators rather than teachers.

- **Procedural Knowledge (aka know-how)**

The direct knowledge of how to perform a task. This differs from other forms of knowledge as it can apply to a task directly, rather than propositional knowledge in problem solving.

- **Proctor**

One who ensures regulations are met and cheating does not occur during an examination or test.

- **Professional Certification**

Also known as trade certification or professional designation, shortened to certification or qualification. It is earned as a certification of the qualification for job performance, indicating the person has specific skills, abilities, or knowledge in the eyes of a certifying body. Differs from licensure as licensure is a legal requirement.

- **Public Education**

Governmentally provided schooling for the general public, paid for by taxes. Also known as state education. In many countries, schools based in public education are called public schools. In the United Kingdom, public schools are privately funded schools with medieval origins.

Qq

- **Query**

A request for information from a database.

- **Quiz**

A form of student assessment, usually with fewer, less difficult questions than a test, and with less difficulty. Often presented in the form of puzzles or games.

Rr

- **Retrieve**

to access previously stored data.

Research

The systematic process that looks to discover, interpret, and revise facts to produce a greater understanding of behaviors, events, and theories. It creates practical applications through theory and law. Research can also be used to describe information collected about a subject, most often associated with the scientific method.

Rubric (academic)

The set of standards and criteria used to assess performance by a student on a project, paper, or essay.

Ss

- **Scrolling**

the process of moving a portion of a text file on to or off of the display screen; used to view portions of a document.

- **Smart City**

an urban area that uses technology to provide high-tech services as well as more efficient services to the neighborhood.

- **Smart Device**

any computer-controlled electronic apparatus that is not a desktop, laptop or tablet computer, which are technically "intelligent" devices.

- **Sakai: Sakai**

A community of academic institutions, commercial organizations and individuals who work together to develop a common Collaboration and Learning Environment (CLE). The Sakai CLE is a free, community source, educational software platform distributed under the Educational Community License (a type of open source license). The Sakai CLE is used for teaching, research and collaboration. Systems of this type are also known as Course Management Systems (CMS), Learning Management Systems (LMS), or Virtual Learning Environments (VLE).

- **School**

A designated learning place. The term covers various ranges, as defined by countries.

- **Secondary Education**

The period of education directly following primary education, as defined in contemporary systems. Can be followed by tertiary, post-secondary, or higher

education. Secondary school can be used to describe secondary education, though in Australia it is used to define the education that comes afterward.

- **Self-Efficacy**

A belief system that sees individuals as having the capability execute a course or courses of action that is necessary to manage potential situations. Differs from efficacy in the belief that it is the individual that has the power to produce an effect.

- **Service Learning**

The method of combining academic curriculum with meaningful community service. Specifically, service learning integrates instruction and reflection with meaningful community service to teach civic responsibility, facilitate lifelong civic engagement, and enrich learning experience, in addition to strengthening communities in which service learning occurs.

- **Situated Learning**

The process of education occurring in a setting that is functionally identical to where it will be applied.

- **Small Private Online Course (SPOC)**

A small private online course (SPOC) is an online class offered only to students at a particular school, usually a college or university.

- **STEM Fields**

Science, Technological, Engineering and Mathematics (STEM). Collectively they are considered an advanced society's core. The strength of a STEM workforce is, in many societies, seen as the indicator of a nation's self-sustainability. It is a key point of the public education agenda in the United States of America.

- **Student**

An individual that attends school or classes. Often reserved for those attending higher education; primary and secondary attendees are instead referred to as pupils.

- **Student-Centered Learning**

An educational approach that focuses on students' needs as opposed to the needs of other bodies involved in the educational process. Student-centered learning has implications in the design of course content and general curriculum.

- **Syllabus**

The outline and summary of topics that will be covered during the length of a course. It can be set by an exam board or by the professor and is most often distributed at the first session of class.

- **Synchronous Massive Online Course (SMOC)**

A Synchronous Massive Online Course, or SMOC, is offered to students both on and off campuses. Originating at the University of Texas at Austin, an SMOC streams lectures to students in real time, allowing people both in a lecture hall and viewing remotely to ask questions during the session.

Tt

- **Text Editing**

  The process of making changes to a document after the text has been entered into the computer.

- **Teacher**

One who teaches. In education, this refers to the instructor of students or pupils. The ways a teacher uses to facilitate learning is considered their pedagogy. A teacher uses the student's knowledge, learning goals, and environment to choose a teaching method, and implements this with the standardized curriculum that is put forth by a school district.

- **Technology Education**

The study of the creation and use of tools by humans, and the ability to create and use these tools to shape their environment to fit their needs, the goal of which is spreading technological literacy.Frequently, this term is shortened to tech ed.

- **Technology Integration**

The term used to describe the effective different uses by teachers and students in classrooms of all levels. Technology can be used to support instruction in various fields including math and language arts. This empowers students to actively engage learning.

- **Tertiary Education**

The level of education that follows secondary education. Most commonly refers to higher education, such as university or master programs.

- **Test (aka examination)**

An assessment of an individual meant to determine his or her knowledge, skill, or other classification on a subject. May be oral or written, or be performance-based. These can be formal or informal, and can be used to determine development of both an individual or a group.

- **Tuition**

The fee charged by an educational system for instruction or teaching at a formal learning institution. It assists the funding of staff, providing various course offerings, paying for equipment, and upkeep of facilities.

Uu

- **Upload**

The processes of transferring information from a computer to a Website (or other remote location on a network).

- **Udacity**

A for-profit organization that offers MOOCs, founded on the campus of Stanford University.

Vv

- **Validation**

The process of making sure that the forms and documents from a particular transaction are correct.

- **Volatility**

The frequency of changes made to a file during a certain period of time.

- **Virtual Learning Environment (VLE)**

A system of software that has been designed to assist teachers in course management for students. VLE can track progress of students, which can then be monitored by all participating parties. Can be used as a supplemental program for face-to-face learning, and is a primary tool in distance education.

- **Visual Learning**

The proven teaching method where students are encouraged to think and learn more effectively through the use of graphic organizers.

Ww

- **Website**

A collection of web pages or hyperlinked webpages which onwned by an individual, company or organisation.

Xx

- **X-Y Plotter**

A computer-driven printing mechanism that draws coordinate points in graph form.

Zz

- **ZIP (Zone Information Protocol)**

an application that allows for the compression of application files.

ENGLISH FOR ACADEMIC MOBILITY

Aa

- **Adaptation**

A form of behavior is adaptive if it maintains the essential variables within physiological limits. For example, the amount of carbon dioxide in the blood is important in its effect on the blood's alkalinity. If the amount rises, the rate and depth of respiration are increased, and carbon dioxide is exhaled at an increased rate. If the amount falls, the reaction is reversed. By this means the alkalinity of the blood is kept within limits.

- **Application Program**

A sequence of instructions written to solve a specific user problem.

- **Application Software**

A subclass of computer software that employs the capabilities of a computer directly to a task that the user wishes to perform.

- **Artificial Intelligence** (**AI**)

The ability of a computer running special software to act intelligently — perceiving new data, learning, drawing inferences, and solving problems. It allows computers to perform work that previously required human intervention.

- **Academic mobility**

Refers to students and teachers in higher education moving to another institution inside or outside of their own country to study or teach for a limited time.

Bb

- **Back channel communication**

Communication which travels through informal rather than formal channels. Governments and players in bureaucracies use back channel or informal communication to test reactions while maintaining deniability.

Cc

- **Causality**

A process linking two or more events or states of affairs so that one brings about or produces the other. One event is the cause of another if (a) the event occurs prior to the effect, (b) there is an invariant conjunction of the two events and (c) there is an underlying mechanism or physical structure attesting to the necessity of the conjunction. Since (c) is not always demonstrable in empirical data the requirement may be replaced by tests assuring that no third variable controls both or mediates between the two events. Without this weaker test, a cause may be termed spurious and genuine otherwise. Social events are rarely uni-causal phenomena and as deterministic as in the natural sciences. Causality in the social sciences therefore tends to be multi-causal and probabilistic. Philosophy of science has devoted much attention to the role of causality in scientific CONSTRUCTs. The theoretical importance of causal EXPLANATIONs is that one can apply them to explain what happened and predict what will happen. Their practical importance is that they lead one to produce or to prevent causally related events by direct or indirect intervention.

- **Computer conferencing**

Enables humans to conduct a conference even though widely scattered geographically, by communicating through a computer network. Each conferee has a MAILBOX--a reserved section of computer memory--to which messages may be sent by other conferees from their terminals. In addition to MESSAGES a computer conferencing system can include CONFERENCES and NOTEBOOKS. These are different ways of storing comments in computer memory and controlling who has access to the material.

- **Credit**

A quantified means of expressing the volume of learning based on the achievement of learning outcomes and their associated workloads.

- **Cycle**

The three sequential levels identified by the Bologna Process (first cycle, second cycle and third cycle) within which all European higher education qualifications are located.

- **Credit**

A set of learning outcomes of an individual which have been assessed and which can be accumulated towards a qualification or transferred to other learning programmes or qualifications.

- **Credit mobility**

A limited period of study or traineeship abroad set within on-going studies at a home institution - for the purpose of gaining credits. After the mobility phase, students return to their home institution to complete their studies.

Dd

- **Data bank**

An organized and comprehensive collection of data, typically stored on Hollorith cards, magnetic tapes or disks and accessible for selective retrieval by a computer.

- **Dysfunction**

An attribute used by the structural-functional school of sociology to indicate a social action that does not enhance the adaptability of the social system in which it occurs. In contrast, a function enhances that adaptability.

- **Degree mobility**

A period of study abroad aimed at acquiring a full degree or certificate in the destination country/ies.

- **Diploma Supplement**

An annex to the official qualification documentation, which is designed to provide more detailed information on the studies completed according to an agreed format, which is internationally recognized; a document accompanying a higher education diploma, providing a standardised description of the nature, level, context, content and status of the studies completed by its holder. It is produced by higher education institutions according to standards agreed by the European Commission, the Council of Europe and UNESCO. In the context of an international joint study programme, it is recommended to deliver a "joint diploma supplement" covering the entire programme and endorsed by all the degree awarding universities.

- **Double degree/multiple degree**

(At least) two separate degree certificates awarded to a student upon successful completion of a joint programme. A double degree is a specific type of multiple degree. Each degree must be signed by the competent authority of the institution concerned, and recognised officially in the countries where the different awarding institutions are located.

Ee

- **Economy of scale**

Relative saving realized when the size of a plant, enterprise, etc., is increased. For example, lower production cost of an automobile due to production of a large number of cars of the same type is due to economy of scale. There may also exist a DISECONOMY OF SCALE where the increased size contributes to an increase in unit cost.

- **Europe/European**

Europe/European refers to those countries that are signatories to the Bologna Declaration, whilst 'national' is used to describe the contexts within each of those countries or education systems.

- **EQAVET (European Quality Assurance Reference Framework for Vocational Education and Training)**

A reference tool for policy-makers based on a four-stage quality cycle that includes goal setting and planning, implementation, evaluation and review. It respects the autonomy of national governments and is a voluntary system to be used by public authorities and other bodies involved in quality assurance.

- **ECHE (Erasmus Charter for Higher Education)**

An accreditation granted by the European Commission giving the possibility to higher education institutions from EU Member States and third countries associated to the Programme to be eligible to apply and participate in learning mobility and cooperation activities under Erasmus+. Higher Education institutions from the Western Balkans third countries not associated to the programme can apply for and

be granted an ECHE for the purposes of the Call for Proposals on the European Universities, to which they are eligible. The Charter outlines the fundamental principles an institution should adhere to in organising and implementing high quality mobility and cooperation. It states the requisites the institution agrees to comply with in order to ensure high quality services and procedures, as well as the provision of reliable and transparent information.

- **ECTS (European Credit Transfer and Accumulation System)**

A learner-centred system for credit accumulation and transfer, based on the transparency of learning, teaching and assessment processes. Its objective is to facilitate planning, delivery and evaluation of study programmes and learner mobility through the recognition of qualifications and periods of learning. A system that helps to design, describe and deliver study programmes and award higher education qualifications. The use of ECTS, in conjunction with outcomes-based qualifications frameworks, makes study programmes and qualifications more transparent and facilitates the recognition of qualifications.

Ff

- **Frequency**

The number of times a category of events, of objects or of individuals has been observed, the number of members in a class.

- **Function**

(l) Metaphor, that image which determines another image. (Rogers) (2) An association of a certain object(s) from one set with each object from another set (mathematics). (Rogers) (3) The normal or characteristic action of a system of entities, generally in time. (Iberall) (4) The variation of some magnitude that depends upon the variation of some other magnitude. (Iberall) (5) a notion that arises in the description made by the observer of the components of a machine or system in reference to an encompassing entity, which may be the whole machine or part of it and whose states constitute the goal that the changes in the components are to bring about. In mathematics, a relation between two or more variables so that the values of one are dependent on, determined by or correspond to values in the other variables, its arguments; a TRANSFORMATION whose range is uniquely specified by its domain. In algebra and set theory, functions are often called many-to-one mappings or images. In processes of communication, functions are found in equivocating codes. There is no presumption that a function must take numbers as arguments, nor that the correspondence be lawful. It can result from entirely arbitrary conventions. The structural-functional school of sociology sees the parts of a social system to behave in such a way that they satisfy human and social needs and maintain one another and the totality. In this theory, regularly occurring acts that serve this purpose are called functions whereas those opposed to this are called dysfunctions.

- **Framework for Qualifications of the European Higher Education Area**

An overarching framework that makes transparent the relationship between European national higher education frameworks of qualifications and the qualifications they contain. It is an articulation mechanism between national frameworks.

Gg

- **Goal formulation**

the process of deciding what the next goal to be sought will be.

Hh

- **Heteropoiesis**

the space of human design.

- **Holism**

the process of focusing attention directly on the whole and its characteristics as a whole, without any recourse to consideration of its parts. A philosophical position claiming (a) that wholes cannot be taken apart and (b) that every apparent whole can be understood only in the context of the larger whole containing it. This belief is epitomized in the statement that "a whole is more than the sum of its parts". Although the position has merits, the infinite regression implied in the two-headed claim leads the wholist to believe in a hierarchical organization of the world. To understand anything requires him to explore larger and larger contexts, to seek refuge in increasingly universalistic kinds of understandings which renders him unable to simultaneously understand and cope with the particulars of a situation he started out with.

- **Higher education institution**

Means an institution which, in accordance with national law or practice, offers recognised degrees or other recognised tertiary level qualifications, regardless of what such an establishment is called, or a comparable institution at tertiary level which is considered by the national authorities as eligible to participate in the Programme in their respective territories.

Ii

- **Impact**

Impact is used in three different ways: (l) as synonymous with consequence; (2) to mean any consequence (beneficial or adverse) that reaches beyond the direct purpose of a given course of action, as in: "the impact of the new steel plant on employment opportunities in the region;" (3) as in (2), but the meaning restricted to adverse consequences, as in the impact of industrial growth on the ecological environment.

- **Information**

Literally that which forms within, but more adequately: the equivalent of or the capacity of something to perform organizational work, the difference between two forms of organization or between two states of uncertainty before and after a message has been received, but also the degree to which one variable of a system depends on or is constrained by another. E.g., the dna carries genetic information inasmuch as it organizes or controls the orderly growth of a living organism. A message carries information inasmuch as it conveys something not already known. The answer to a question carries information to the extent it reduces the questioner's uncertainty. A telephone line carries information only when the signals sent correlate with those received. Since information is linked to certain changes, differences or dependencies, it is desirable to refer to theme and distinguish between information stored, information carried, information transmitted, information required, etc. Pure and unqualified information is an unwarranted abstraction. information theory measures the quantities of all of these kinds of information in terms of bits. The larger the uncertainty removed by a message, the stronger the correlation between the input and output of a communication channel, the more detailed particular instructions are the more information is transmitted.

- **Information environment**

The messages, symbols, meanings, that a person encounters in an average day through conversations with other persons and through the media. People inhabiting nearly the same physical environment can live in very different information environments. An example would be people working on a university campus or in an international organization.

- **Information system**

A system of functions concerning the acquisition and transfer of information, the carriers of which can be biological, personal, social or technical units. An information system is dedicated to a certain kind of information (topic), even if this may be a very broad one. It has always the purpose of providing information to a user or a group of users. In most cases a storage device is part of an information system.

Jj

- **Jump phenomena**

In many fields, there are surfaces of discontinuity on both sides of which the field phenomena change drastically. The change in conditions between the two sides is said to be described as a jump and represents jump phenomena.

Joint degree

Single degree certificate awarded to a student upon successful completion of a joint programme. The joint degree must be signed by the competent authorities of two or more of the participating institutions jointly and recognised officially in the countries where those participating institutions are located.

Joint programmes

Higher education (study or research) programmes jointly designed, delivered and fully recognised by two or more higher education institutions. Joint programmes can be implemented at any higher education cycle, i.e. bachelor, master or doctorate or even short cycle. Joint programmes can be national (i.e. when all universities involved are from the same country) or transnational/international (i.e. when at least two different countries are represented among the higher education institutions involved).

Kk

- **Kluge**

Something not designed as a whole but rather put together from available parts. The term if frequently used by engineers. Marvin Minsky has described the human brain as a kluge.

Ll

- **Law of diminishing returns**

An economic principle asserting that the application of additional units of any one input (labor, land, capital) to fixed amounts of the other inputs yields successively smaller increments in the output of a system of production.

- **Law/legal regulations**

Rules and regulations of general validity which are formally adopted and proclaimed by formal legislative or jurisdictional bodies (including case law).

- **Limit cycle**

In a linear system (such as a vibrating string of a pendulum), if the system is displaced (the string plucked), it will start to vibrate or oscillate. However, by the second law of thermodynamics the system will decay to rest. In a non-linear system, e.g., a watch, a human being, a working engine, supplied with a constant source of fuel or energy, it is possible to obtain configurations such that if the system has started vibrating, oscillating or running, it will continue if the cycle thus formed operates independent of the precise initial starting conditions, in spite of the fact that the system is lossy and in spite of moderate disturbances that try to slow the process down or speed it up, then it is said to be a limit cycle.

- **Learning outcomes**

Statements of what a learner is expected to know, understand and/or be able to do at the end of a period of learning.

- **Levels**

Represent a series of sequential steps (a developmental continuum), expressed in terms of a range of generic outcomes, against which typical qualifications can be positioned.

Mm

- **Management**

The process of governing a country or administering an enterprise including the development of corporate strategy and longrange planning on the top and the regulation, coordination and control of such activities as production, accounting, marketing, personnel, research and development in the middle, the supervised operations being performed below. One key to effective management is the adequate flow of information between and within strategic, functional and operational levels so as to allow for timely and appropriate decisions to be made. Management information systems constitute a technological solution to information flow problems. Another key is the form of control exercised through spelling out objectives providing incentive schemes for production as well as cooperation, etc.

Nn

- **Negentropy**

A non-recommendable near synonym for information. The term has created considerable confusion suggesting that information processes negate the second law of thermodynamics by producing order from chaos. The history of the confusion stems from the mere formal analogy between Boltzmann's thermodynamic expression for entropy $S = k \log W$ and the Shannon-Wiener expression for information $H = -\log_2 pa$. The only motivation for the negative sign in the latter is that it yields positive information quantities (the logarithm of a probability is always negative). The probability p of an event and the thermodynamic value W including Boltzmann's constant k measure entirely different phenomena. A meaningful interpretation of negentropy is that it measures the complexity of a physical structure in which quantities of energy are invested, e.g., buildings, technical devices, organisms but also atomic reactor fuel, the infrastructure of a society. In this sense organisms may be said to become more complex by feeding not on energy but on negentropy (Schroedinger).

- **Noosphere**

A term modelled after atmosphere and biosphere signifying (a) the space occupied by the totality of information and human knowledge collectively available to man and (b) the processes operating in this space, e.g., combinatorial mating, classification, reproduction, simplification, selective decay.

- **National framework of qualifications (higher education)**

The single description, at national level or level of an education system, which is internationally understood and through which all qualifications and other learning achievements in higher education may be described and related to each other in a

coherent way and which defines the relationship between higher education qualifications.

Oo

- **Objective**

An objective is something that a decision maker seeks to accomplish or to obtain by means of his decision. A decision maker may have more than one objective (the MULTIPLE-OBJECTIVES case). An objective may be specified in a more or less general Fashion, may be quantified or not quantified, and is usually part of a hierarchy of objectives. The term goal is sometimes used to denote a very general objective(at the top of the hierarchy) and TARGET is used to mean a very definite objective. Example: "The goal of allocating money to the municipality was to increase the quality of urban life. The immediate objectives were to improve public transportation and fire services. A 10% reduction of average travel time from home to work and a 70% decrease of average alarm-to-action time taken by the fire brigades were set forth as targets.

- **One-cycle study programmes**

Integrated/long programmes leading either to a first or a second-cycle degree and which, in some countries, can still be better characterised by duration in years rather than credits. In most of these countries, the programmes outside the Bologna first-cycle model are in the fields of medicine, dentistry, veterinary medicine, nursing and midwifery and in most cases involve 1-8 % of the student population. The typical length of integrated programmes leading to regulated professions is in general 300-360 ECTS/five-six years depending on the regulated profession in question.

Pp

- **Paradigm**

An outstandingly clear or typical example or archetype. (Webster's) (2) The total pattern of perceiving, conceptualizing, acting, validating, and valuing associated with a particular image of reality that prevails in a science or a branch of science. (Kuhn) (3) A theoretical model to explain a type of social behavior. (Dict. of Anthropology) The pattern underlying the process of constructing theories and explanations and thereby affecting the form of the body of knowledge within a social domain, e.g., within 18th century science. Paradigms carry their own source of justification and are therefore less obviously related to or challenged by empirical evidence. Kuhn describes the history of science as a succession of paradigms, transitions resulting not only from the emergence of empirical phenomena an existing paradigm is unable to explain but also from socio-political interests within the scientific community.

- **Paradox**

A tenet contrary to received opinion; a statement that is seemingly contradictory or opposed to common sense and yet perhaps is true; a self- contradictory statement that at first seems true; an argument that apparently derives self-contradictory conclusions by valid deduction from acceptable premises. (Webster's) A paradox is not the same as a contradiction. "The shirt is blue; the shirt is not blue," and "It is raining; it is not raining," are examples of contradictions. A paradox occurs when one makes an assumption and, following a logical argument, arrives at the converse. A paradox will always result when one formulates a set that contains itself.

- **Profile**

Either the specific (subject) field(s) of learning of a qualification or the broader aggregation of clusters of qualifications or programmes from different fields that

share a common emphasis or purpose (e.g. an applied vocational as opposed to more theoretical academic studies).

Qq

- **Qualifications (higher education)**

Any degree, diploma or other certificate issued by a competent authority attesting that particular learning outcomes have been achieved, normally following the successful completion of a recognised higher education programme of study.

- **Qualification descriptors**

Are generic statements of the outcomes of study. They provide clear points of reference that describe the main outcomes of a qualification often with reference to national levels.

Rr

- **Reification**

Treatment of an analytic or abstract relationship as though it were a concrete entity.

- **Responsibility**

Accountability of an individual for decisions and behavior under his control by virtue of his public role, office, charge or duty and to the public which endowed him with that role, office, charge or duty. Responsibility is constitutionally embedded within an autonomous system, e.g., in the public.

- **Reference points**

Non-prescriptive indicators that support the articulation of qualifications, learning outcomes and/or other related concepts.

Ss

- **Scientific method**

A sequence of procedures intended to produce agreement among a set of observers, for example: 1. Define a problem, 2. Gather pertinent data, 3. Form a working hypothesis or explanation, 4. Do experiments to test the hypothesis, 5. Interpret the results, 6. Draw a conclusion and modify the hypothesis as needed.

- **Sensitivity analysis**

A procedure to determine the sensitivity of the outcomes of an alternative to changes in its parameters (as opposed to changes in the environment); If a small change in a parameter results in relatively large changes in the outcomes, the outcomes are said to be sensitive to that parameter. This may mean that the parameter has to be determined very accurately or that the alternative has to be redesigned for low sensitivity.

- **Systems analysis**

This term has many different meanings. In the sense adopted for the Handbook, systems analysis is an explicit formal inquiry carried out to help someone (referred to as the decision maker) identify a better course of action and make a better decision than he might otherwise have made. The characteristic attributes of a problem situation where systems analysis is called upon are complexity of the issue and uncertainty of the outcome of any course of action that might reasonably be taken. Systems analysis usually has some combination of the following: identification and re-identification) of objectives, constraintS, and alternative courses of action; examination of the probable consequences of the alternatives in terms of costs, benefits, and risks; presentation of the results in a comparative framework so that the decision maker can make an informed choice from among the alternatives. The

typical use of systems analysis is to guide decisions on issues such as national or corporate plans and programs, resource use and protection policies, research and development in technology, regional and urban development, educational systems, and?alth and other social services. Clearly, the nature of these problems requires an interdisciplinary approach. There are several specific kinds or focuses of systems analysis for which different terms are used: A systems analysis related to public decisions is often referred to as a POLICY ANALYSIS (in the United States the terms are used interchangeably). A systems analysis that concentrates on comparison and ranking of alternatives on basis of their known characteristics is referred to as decision analysis.

Tt

- **Technical assessment**

Assessment (analysis and normative evaluation) of a particular technical device, system, or procedure with regard to a defined set of criteria, goals or objectives (e.g. technical security assessment according to the standards of the Orange Book).

- **Tenth theorem of information theory**

With the addition of a correction channel equal to or exceeding in capacity the amount of noise in the original channel, it is possible to so encode the correction data sent over this channel that all but an arbitrarily small fraction of the errors contributing to the noise are corrected. This is not possible if the capacity of the correction channel is less than the noise. This theorem is an isomorph of the law of requisite variety.

- **Third cycle**

The third cycle level in the Qualifications Framework for the European Higher Education Area agreed by the ministers responsible for higher education at their meeting in Bergen in May 2005 in the framework of the Bologna process. The descriptor of the third cycle of the QF EHEA corresponds to the learning outcomes for EQF level 8.

Uu

- **Ultrastability**

The ability to modify internal relationships and/or to influence environmental conditions in the interests of neutralizing actual or potential obstacles to the maintenance of stability. The ability of a system to change its internal organization or structure in response to environmental conditions that threaten to disturb a desired behavior or value of an essential variable. The changes such systems are capable of are qualitative in the sense of changing the mode of interaction with an environment in steps or jumps, not along a continuum, and they are purposeful because such systems seek a behavior that is disturbance defying. Ultrastability is stability of a logical level higher than the stability to which a system converges without change of its internal organization or structure. Ashby's homeostat was the first mechanical demonstration of this form of stability heretofore reserved to living organisms.

Vv

- **Validation**

The process of determining how well one system replicates properties of some other system or, more generally, any comparison between the representation of a system and specified criteria. The validation of an operating model cannot be separated from the purpose for which it is designed and used. Validation is the process of increasing the confidence that the outputs of the model conform to reality in the required range. In some cases, the model's output can be compared to data from historical sources or from an experiment conducted for validation. A model can never be completely validated. We can never prove that its results conform to reality in all respects. It can only be invalidated. Predictive models be validated only by judgment, since a model may fit past data well without having good predictive qualities.

- **VET skills competitions**

International sectoral events in which competitive demonstration of skills by VET learners is central for promotion, recognition and exchange of experience, know-how and technological innovations in VET. The events are a result of close cooperation between businesses, VET providers, chambers of commerce and other relevant stakeholders that aim at improving attractiveness and excellence in VET, creating global training standards and benchmarking systems, and influencing industry, government, and educators through cooperation and research. The purpose of skills competitions is to raise the profile and recognition of skilled people, and show how important skills are in achieving economic growth and personal success. They are designed to inspire young people to develop a passion for skills and pursuing excellence, through competitions and promotions.

- **Vocational education and training (VET)**

Vocational education and training is to be understood as the education and training which aims to equip young people and adults with knowledge, skills and competences required in particular occupations or more broadly on the labour market. It may be provided in formal and in non-formal settings, at all levels of the European Qualifications Framework (EQF), including tertiary level, if applicable. For the purpose of Erasmus+, projects focusing on initial or continuing vocational education and training are eligible under VET actions.

- **Vocational education and training (VET) learner**

A person enrolled in an initial or continuous vocational education and training programme or a person who has recently graduated or obtained a qualification from such a programme.

Ww

- **Whole**

Without recognition of its parts a whole is an essentially structureless and unanalyzable unity. If its parts are independent or randomly sampled by an observer, a whole has no outstanding quality other than that of being an observer's aggregate. If a whole is qualitatively different from a mere aggregate of its parts, the difference lies in its structure or organization. Thus any whole may be understood as, described in terms of, and considered equal to a structure or an organization of component parts. In some cases the properties of its parts may be ignored without appreciable loss of understanding a whole, particularly when parts are numerous, simple and the same as in the objects of computer sciences, macro-economics, and quantum physics all of which heavily rely on mathematics for their constructions. When the parts are few, complex, different, and tenuously related, as in a marriage, the properties or the parts figure more prominently in the understanding of a whole and can not be ignored in favor of such wholes' organization.

- **Workload**

A quantitative measure of the learning activities that may feasibly be required for the achievement of the learning outcomes (e.g. lectures, seminars, practical work, private study, information retrieval, research, examinations).

- **Work-based learning**

Acquisition of knowledge and skills through carrying out – and reflecting on – tasks in a vocational context, either at the workplace (such as alternance training) or in a vocational education and training institution.

ENGLISH FOR INTERNATIONAL EDUCATIONAL PROJECTS

A

- **Application programming interface (api)**

Application programming interface, api, is a communication channel through which two pieces of software (e.g. two digital platforms) can exchange information in a technical manner. apis are central to the api economy and the platform economy, for instance.

- **Artificial intelligence (ai)**

Artificial intelligence (ai) is a computer program that is able to perform intelligent operations independently. artificial intelligence is difficult to define, since giving an exhaustive definition of intelligence is already challenging.

- **Accompanying person**

A person who accompanies participants (learners, staff, young people or youth workers) in a mobility activity in order to ensure their safety, provide support and assistance, as well as assist with the participant's effective learning during the mobility experience. In individual activities, an accompanying person may accompany participants with fewer opportunities or minors and youngsters with little experience outside their own country. In case of group activities in the field of education and training, qualified education staff must accompany the group to facilitate the learning process.

- **Accreditation**

Process to ensure that the organisations wishing to receive funding under an Action of the Erasmus+ Programme comply with a set of qualitative standards or pre-requisites laid down by the European Commission for that Action.

- **Affiliated entity**

The following can be considered Affiliated Entities (in accordance with Article 187 of the Financial Regulation): legal entities having a legal or capital link with beneficiaries; this link is neither limited to the action nor established for the sole purpose of its implementation; several entities which satisfy the criteria for being awarded a grant and together form one entity which may be treated as the sole beneficiary, including where the entity is specifically established for the purpose of implementing the action. The Affiliated Entities must comply with the eligibility and non-exclusion criteria, and where applicable also with the selection criteria applying to applicants but they do not count toward the minimum eligibility criteria for the consortium composition (if any).

- **Applicant**

Any participating organisation or informal group of young people that submits a grant application. Applicants may apply either individually or on behalf of other organisations involved in the project. In the latter case, the applicant is also defined as coordinator. For actions managed by the Executive Agency EACEA, the applicants are those participants who will become beneficiaries and affiliated entities in the Grant Agreement.

- **Application deadline**

Final date for submission of the application to the National or Executive Agency to be considered admissible.

- **Associated partners**

These are partners from the public or private sector that contribute to the implementation of specific project tasks/activities or support the promotion and sustainability of the project, but that for contractual management aspects are not considered to be beneficiaries, and do not receive any funding from the Programme

as part of the project (they do not have the right to charge costs or claim contributions.).

Bb

- **Big data**

Big data refers to the collection, storage, sharing, searching, analyzing and presenting of enormous, unorganized and continuously growing masses of data with the help of statistics and information technology. as the internet of things and the industrial internet continue to spread, there is believed to be a growing demand for big data -related expertise.

- **Basic skills**

Literacy, mathematics, science and technology; these skills are included in the key competences.

- **Beneficiary**

When a project is approved for an Erasmus+ grant, the applicant organisation becomes a beneficiary(ies) by signing a contract with the National or Executive Agency that has selected the project. If the application was made on behalf of other participating organisations, the partners may become co-beneficiaries of the grant.

- **Blended mobility**

Combination of physical mobility and a virtual component, facilitating collaborative online learning exchange/teamwork.

Cc

- **Call to action (cta)**

call to action (or call-to-action, cta) refers to a prompt that attracts the attention of a web page visitor and guides them to perform a desired action. a cta is usually a link or an image which the visitor is supposed to click, or which requests the user's email address or asks them to make a phone call. a cta is one of the basic tools of conversion rate optimization.

- **Call for proposals**

Invitation published by or on behalf of the Commission to present, within a given deadline, a proposal for action that corresponds to the objectives pursued and meets the required conditions. Calls for proposals are published in the Official Journal of the European Union (C series) and/or on relevant websites of the Commission, National or Executive Agency.

- **Certificate of participation**

In the context of Erasmus+, a document issued to any person who has completed a learning activity in the field of education, training and youth, where applicable. It certifies the attendance and, where applicable, the learning outcomes of the participant in the activity.

- **Clerical error**

A minor mistake or inadvertence unintentionally made in a document that changes its meaning, such as a typographical error or the unintentional addition or omission of a word, phrase, or figure.

- **Co-financing**

The principle under which part of the costs of a project supported by the EU must be born by the beneficiary, or covered through external contributions other than the EU grant.

- **Company**

Legal persons established under civil or commercial law, including cooperative societies, and other legal persons governed by public or private law, except those which are non-profit-making.

- **Consortium**

Two or more participating organisations teaming up to prepare, implement and follow up a project or an activity within a project. A consortium may be national (i.e. involving organisations established in the same country) or international (involving participating organisations from different countries).

- **Coordinator/Coordinating organisation**

A participating organisation applying for an Erasmus+ grant on behalf of a consortium of partner organisations. The coordinator has special obligations foreseen in the grant agreement.

- **Courses and training activities**

Activities aiming to develop professional competences of a teacher, trainer or other staff member through a structured learning programme with documented learning outcomes at individual level and executed by professional trainers or other qualified experts. Activities can take various forms such as classroom learning, workshops, field-learning, etc.

Dd

- **Digital body language**

Digital body language encompasses all the digital activities performed by an individual. every time a person performs a google search, visits a web page, opens a newsletter or downloads a guide, they contribute to their digital body language. digital body language is used in building marketing automation.

- **Digital competence**

Involves the confident, critical and responsible use of, and engagement with, digital technologies for learning, at work, and for participation in society. It includes information and data literacy, communication and collaboration, media literacy, digital content creation (including programming), safety (including digital well-being and competences related to cybersecurity), intellectual property related questions, problem solving and critical thinking.

EE

- **Extranet**

Extranet is a website or web service for the stakeholders of an organization. using the extranet requires logging in, which verifies access rights. usually an organization offers both an extranet and an intranet, the former having less content than the latter.

- **Enterprise**

Any undertaking engaged in an economic activity, irrespective of its size, legal form or of the economic sector in which it operates.

- **European Qualifications Framework (EQF)**

A common reference framework of eight levels of qualifications, expressed as learning outcomes with increasing levels of proficiency. They serve as a translation device between different qualifications systems and their levels. The purpose of the European Qualifications Framework for lifelong learning (EQF) is to improve the transparency, comparability and portability of people's qualifications (OJ 2017/C 189/03)

- **ESCO (multilingual classification of European Skills, Competences, Qualifications and Occupations)**

Identifies and categorises skills and competences, qualifications and occupations relevant for the EU labour market and education and training, in 25 European languages. The system provides occupational profiles showing the relationships between occupations, skills, competences and qualifications. ESCO has been developed in an open IT format and can be used by anyone free of charge.

- **Established**

Relates to an organisation or body fulfilling certain national conditions (registration, statement, publication, etc.) that allow such organisation or body to be formally recognized by its national authority. In case of an informal group of young people, the legal residence of its legal representative is considered as having the equivalent effects for the purposes of eligibility to an Erasmus+ grant.

- **European Union Member States and third countries associated to the Programme**

EU and non-EU countries that have established a National Agency which participates fully in the Erasmus+ Programme. The list of EU Member States and third countries associated to the Programme is provided in Part A of this Guide, section "Who can participate in the Erasmus+ Programme?".

- **Europass**

The Europass online platform, an action of the European Skills Agenda, provides individuals and organisations with web-based tools and information on learning opportunities, qualifications frameworks and qualifications, guidance, skills intelligence, self-assessment tools and documentation of skills and qualifications, and connectivity with learning and employment opportunities. The Europass platform also offers tools and software to support digitally-signed credentials, as announced in the Digital Education Action Plan through the European Digital Credentials for Learning. The platform interconnects with national data sources for learning opportunities and national qualifications databases or registers.

- **European NGO**

For the purpose of this programme, these are NGOs that operate through a formally recognised structure composed of a European body/secretariat legally established for at least one year in an EU Member State or third country associated to the Programme and of national organisations/branches in at least nine EU Member States

and third countries associated to the Programme. These national organisations/branches must: have a proven statutory link 1 with the European body/secretariat; be active in the field of education, training or youth.

Ff

- **First time applicant**

Any participating organisation that has not previously received support as a project coordinator (applicant) under a given type of action supported by this Programme or its predecessor programme in the last seven years.

- **Force majeure**

An unforeseeable exceptional situation or event beyond the participant's control and not attributable to error or negligence on their part.

Gg

- **Google analytics**

Google analytics is a free analytics tools provided by google, meant for website visitor tracking. google analytics is also used as a tool for enhancing websites' operationality. google analytics is deployed by adding a script to the website.

- **Green skills**

Fundamental skills to the transition to a low-carbon economy, which can be general such as sustainable agriculture, soil protection, energy use and waste reduction, or more technical such as knowledge on renewable energy.

- **Green travel**

Travel that uses low-emissions means of transport for the main part of the travel, such as bus, bike, train or car-pooling.

Hh

- **Hackathon**

A hackathon is a limited-time event that concentrates intensively on resolving one, usually pre-determined, problem. a typical example would be a weekend-long event, either online or at a physical location, that aims to produce a tentative solution to the organizer's problem. a hackathon can be related to just about anything, but usually it's linked to service design, software development, user interface design etc.

- **Hosting/receiving organisation**

The (main) organisation that provides learning content to participants in mobility activities by using its own resources and expertise. The hosting organisation cooperates with the sending organisation to define the expected learning outcomes and the methods that will be used to achieve them. It then executes the learning programme and conducts monitoring and mentoring during the activity.

Ii

- **Internet of things (iot)**

Internet of things or iot refers to the linking together of physical objects, services, systems, software and even people over the internet. this network-like entity can be controlled, measured and monitored via the internet.

- **Intranet**

Intranet is a website or web service designed for organization-internal use. using the intranet requires logging in, which verifies access rights.

- **Informal learning**

Learning resulting from daily activities and experiences which is not organised or structured in terms of objectives, time or learning support; it may be unintentional from the learner's perspective.

- **International**

In the context of Erasmus+, relates to any action involving at least one EU Member State or third country associated to the Programme and at least one third country not associated to the Programme.

Jj

- **Job shadowing (practical learning experience)**

A stay at a partner organisation in another country with the aim of receiving training by following practitioners in their daily work in the receiving organisation, exchanging good practices, acquiring skills and knowledge and/or building long-term partnerships through participative observation.

Kk

- **Key competences**

The basic set of knowledge, skills and attitudes which all individuals need for personal fulfilment and development, employability, social inclusion, sustainable lifestyle, successful life in peaceful societies, health-conscious life management and active citizenship, as described in the Council Recommendation 2018/C 189/01 of 22 May 2018 on key competences for lifelong learning.

Ll

- **Landing page**

A landing page (also called a destination page) is the page to which the visitor is taken once they click an ad within a search engine or on a social media service, for instance. in other words, the landing page is a purposefully designed page to which a user is directed. the design of a landing page involves several best practices, the implementation of which will potentially enhance the conversion rate which began from the advert.

- **Learning mobility**

Moving physically to a country other than the country of residence, possibly combined with a period of virtual participation, in order to undertake study, training or non-formal or informal learning. It may take the form of traineeships, apprenticeships, youth exchanges, teaching or participation in a professional development activity, and may include preparatory activities, such as training in the host language, as well as sending, receiving and follow-up activities.

- **Learning outcomes**

Statements of what a participant knows, understands and is able to do on completion of a learning process, which are defined in terms of knowledge, skills and competence.

- **Legal entity**

A natural person or a legal person created and recognised as such under national law, Union law or international law which has legal personality and which may, acting in its own name, exercise rights and be subject to obligations, or an entity which does not have legal personality as referred to in point (c) of Article 197(2) of the Financial Regulation.

- **Legal Entity Appointed Representative (LEAR)**

For action managed by the European Education and Culture Executive Agency, parallel to the validation of an organisation in the Participant Register, its legal representative(s) must nominate a Legal Entity Appointed Representative (LEAR). The LEAR role, is key: once validated by the Commission, the LEAR will be authorised to: manage the legal and financial information about the organization, manage access rights of persons in the organisation (but not at the project level), appoint representatives of the organisation to electronically sign grant agreements ('Legal Signatories' - LSIGN) or financial statements ('Financial Signatories' - FSIGN) via the Funding & Tenders Portal. All the steps for the LEAR validation are clarified in the Funding & Tenders Portal.

- **Less experienced organisation**

Any participating organisation that has not received support in a given type of action supported by this Programme or its predecessor programme more than twice in the last seven years. This category includes the category of "first-time applicants", as defined above.

- **Life-long learning**

Learning in all its forms, whether formal, non-formal or informal, taking place at all stages in life and resulting in an improvement or update in knowledge, skills, competences and attitudes or participation in society from a personal, civic, cultural, social or employment-related perspective, including the provision of counselling and guidance services; it includes early childhood education and care, general education, vocational education and training, higher education, adult education, youth work and other learning settings outside formal education and training and it typically promotes cross-sectoral cooperation and flexible learning pathways.

Mm

- **Mobile first**

Mobile first refers to a design method, whereby an online service is designed and built primarily for mobile users and only secondarily for desktop users. this change in paradigm is the result of the enormous increase in mobile devices and mobile use in the 2000s, which forced the rethinking of traditional desktop-centered service design.

- **Micro-credential**

A micro-credential is a recognised proof of the learning outcomes that a learner has achieved following a short learning experience, according to transparent standards and requirements and upon assessment. The proof is contained in a certified document that lists the name of the holder, the achieved learning outcomes, the assessment method, the awarding body and, where applicable, the qualifications framework level and the credits gained. Micro-credentials are owned by the learner, are shareable, portable and may be combined into larger credentials or qualifications.

- **Mobility/Learning agreement**

An agreement between the sending and receiving organisation and the participating individuals, defining the aims and content of the mobility period in order to ensure its relevance and quality. It can also be used as a basis for recognition of the period abroad by the receiving organisation.

- **Month**

In the context of the Erasmus+ Programme and for the purpose of calculating the grants, a month is equal to 30 days.

- **MOOC**

Stands for "Massive Open Online Course," a type of course that is completely delivered online, is open to be accessed by anyone without cost, entry qualifications or other restrictions;participant numbers are often high. These courses can have in-person components, e.g. encouraging local participant meetings, and formal assessment, but tend to use peer review, self-assessment and automated grading. There are many variations of MOOCs, focused on specific sectors, target groups (e.g. vocational focus, teachers, etc.) or teaching methods. MOOCs funded under Erasmus+ have to be open to all and both the participation and a certificate or badge of completion are free of charge for participants. The open access requirement for educational resources applies also to MOOCs and other complete courses.

Nn

- **Network effect**

Network effects occur when new users make a network more valuable to other, existing users. when a network reaches a critical point, competing and more limited networks start to lose their significance.

- **National Agency**

A designated body in charge of managing the implementation of the Programme at national level in a Member State or in a third country associated to the Programme. One or more National Agencies may exist in each country.

- **National Authority**

An authority in charge, at national level, of monitoring and supervising the management of the Programme in a Member State or in a third country associated to the Programme. One or more National Authorities may exist in each country.

- **Newcomer organisation**

Any organisation or institution that has not previously received support in a given type of action supported by this Programme or its predecessor programme either as a coordinator or a partner.

- **Non-formal learning**

Learning which takes place through planned learning activities where some form of learning support is present, but which is not part of the formal education and training system.

Oo

- **Online / web application**

An online application is a piece of software that can be accessed using a browser. today, a great deal of software is produced as online applications since practically all operating environments include a browser. all social media services are examples of online applications. the production of an online application requires considerably more programming skills than that of a website, which is usually set up on a ready-made content management platform.

- **Online service**

Online service is a general term that describes practically any website entity on the internet. it can be understood as an umbrella term for a web site, online application and various other types of online service.

- **Open data**

Open data refers to the information acquired by a company, organization or some other instance that hasn't been refined and that has been made available to the public for use free of charge. open data is used, for example, in the platform economy as a way of creating broader value networks around an organization.

- **Open source code**

Open source code refers to the software production and development methods that provide a user with an opportunity to familiarize themselves with the source code of a program and to edit it according to their needs. the principles of open source code include the freedom to use the program for any purpose and to copy and distribute the original as well as the edited version. open source code can be used to refer not only to software development methods but also to the software created and to the developer community. closed software, whose source code is not published, can be considered the opposite of free software and open source code.

- **Organic search results**

Organic search results are those search engine results that create traffic to a website without advertising. the order in which organic search results are placed is affected by several factors such as location, previous searches and so on. search engine optimization aims to affect organic search results.

- **Occupational profile**

The set of skills, competences, knowledge and qualifications that is usually relevant for a specific occupation.

- **OID**

The Organisation ID (OID) uniquely identifies your organisation among all organisations participating in the Erasmus+ and European Solidarity Corps actions managed by National Agencies. You can use your organisation's OID when applying for an accreditation or grant under the Erasmus+ and European Solidarity Corps actions managed by National Agencies.

- **Open Access**

A general concept of publishing materials of a specific kind openly, i.e. designed to be accessible and usable by the broadest possible user group and the greatest number of use cases. Erasmus+ has an Open Access Requirement for educational resources and encourages Open Access of research results and data.

- **Open Educational Resources (OER)**

Educational materials of any kind (e.g. textbooks, worksheets, lesson plans, instructional videos, entire online courses, educational games) which can be freely used, adapted and shared. OERs have either been released under an open licence or are in the public domain (i.e. copyright protection has expired). Cost-free materials that cannot be adapted and shared by the public are not OERs.

- **Open licence**

A way for copyright holders (creators or other rightsholders) to grant the general public the legal permission to freely use their work. Under the Erasmus+ Open Access Requirement, any such open licence must permit at least use, adaptation and distribution. The open licence should be indicated on the work itself or wherever the work is distributed. Educational materials with an open license are called Open Educational Resources (OERs).

Pp

- **Packaged business capability (pbc)**

A packaged business capability (pbc) is a set of applications or services developed around a specific business function. a packaged business capability is an collection consisting of services, a data schema and apis. packaged business capabilities are the building blocks of an composable business or composable commerce architecture. an example of a pbc is a shopping cart component.

- **Platform as a service (paas)**

Platform as a service (paas) refers to the provision of a software platform in the form of a cloud service. in the model, the developer doesn't need to worry about scalability or the need for more power as the platform automatically takes care of these. examples of platforms offering paas include microsoft azure, google app engine and force.com. paas is one of the three main cloud service models, the other two being infrastructure as a service (iaas) and software as a service (saas).

- **Publishing system / content management system (cms)**

Nowadays, a website is nearly always built upon a publishing system. a publishing system, or today perhaps more often a content management system or cms, refers to a product that lets you create a website by focusing on content and navigation rather than programming. the world's most popular content management system by far is wordpress.

- **Participant in Erasmus+ project activities**

Individual who is fully involved in a project and who may receive European Union funding intended to cover the costs of participation (notably travel and subsistence).

- **Participating organisation**

An organisation or informal group of young people involved in a Erasmus+ project, as either coordinator or partner.

- **Partner organisation**

In actions managed by National Agencies, a partner organisations is an organisation formally involved in the project (co-beneficiaries) but not taking the role of coordinator.

- **Partnership**

An agreement between a group of institutions or organisations to carry out joint activities and projects.

- **Participant with fewer opportunities**

People with fewer opportunities means people who, for economic, social, cultural, geographical or health reasons, a migrant background, or for reasons such as disability and educational difficulties or for any other reasons, including those that can give rise to discrimination under article 21 of the Charter of Fundamental rights of the European Union, face obstacles that prevent them from having effective access to opportunities under the programme.

- **Peer Learning**

A reciprocal learning activity, which is mutually beneficial and involves the sharing of knowledge, ideas and experience between the participants. Peer learning practices enable to interact with other participants, their peers, and participate in activities where they can learn from each other and meet educational, professional and/or personal development goals.

- **Preparatory Visit**

Visits to the country of the receiving organisation prior to the start of mobility activities to prepare and ensure high quality of those activities. Examples include tasks to facilitate administrative arrangements and build trust and understanding between organisations involved.

- **Professional development**

Process of enhancing the professional capabilities of participants (learners and staff) by developing competences and expertise and acquiring new skills, which are normally identified in a development needs analysis. Professional development encompasses all types of learning opportunities, ranging from structured trainings and seminars to informal learning opportunities.

- **Profit-making body active in Corporate Social Responsibility**

A private company that a) carries out its business in compliance with ethical standards and/or b) on top of its business activities, carries out some actions that have social value.

- **Project**

A coherent set of activities which are designed and organised in order to achieve defined objectives and results.

Qq

- **Qualification**

A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards.

Rr

- **Reservation system**

A reservation system is an online service that allows you to make reservations for products. in addition to making a reservation, it's often possible to buy tickets through the system as well. the ticket booking system of the finnish railway company vr (vr.fi) provides a typical example.

- **Responsive design**

responsive design refers to the planning of an adaptive online service, in which the appearance of the service is designed to be responsive. a responsive online service uses one code from one web address to cater for the various devices a user has (desktop, tablet, smart phone, regular cell phone), but displays the content differently depending on the screen size.

- **Receiving organisation**

A participating organisation receiving participants and organising activities of an Erasmus+ project.

Ss

- **Social media**

The term social media is used in reference to online services based on social networking. these include, for instance, facebook, twitter, instagram and pinterest. community-driven online services are based on human interaction and are often some of the most utilized services online.

- **Software as a service (saas)**

Software as a service (saas) is the acquisition of software as a service instead of a local desktop version. the use of saas is usually paid on the basis of resources used. saas also means that there are no customer-specific environments; instead, only one online application caters for the needs of all customers. saas is one of the three main cloud service models, the other two being infrastructure as a service (iaas) and platform as a service (paas). liveto is an example of saas.

- **Software integration**

software integration is the linking together of two separate pieces of software through programming. software integration is usually one of the typical tools in cases where an existing traditional business is being digitized, for example. in everyday speech, software integration is often shortened to integration.

- **Software subscription**

software renting is a method of licensing where the customer is given the right to use software over the internet for a recurring fee, such as a monthly subscription. the software isn't installed on a local machine but is typically used through an internet browser, which executes the user's commands over the web.

- **School**

An institution providing general, vocational or technical education, at any level from pre-school to upper secondary education, including early childhood education and care. To verify eligibility under the field of 'school education', please consult the definition of eligible schools in each country on the website of the relevant National Agency.

- **School pupil**

A person enrolled in a learning capacity at an institution providing general education at any level from early childhood education and care to upper secondary education, or a person schooled outside an institutional setting considered by the competent authorities as eligible to participate in the Programme in their respective territories.

- **Sending organisation**

A participating organisation sending one or more participants to an activity of an Erasmus+ project.

- **Small and medium-sized enterprises (SMEs)**

Enterprises (see definition above) which employ fewer than 250 people and which have an annual turnover not exceeding 50 million EUR, and/or an annual balance sheet total not exceeding 43 million EUR.

- **Social enterprise**

An undertaking, irrespective of its legal form, which is not listed on a regulated market within the meaning of Article 4(21) of Directive 2014/65/EU, and which: 1) in accordance with its articles of association, statutes or any other statutory document establishing the business, has as its primary objective the achievement of measurable, positive social impacts rather than generating profit for its owners, members and stakeholders, where the undertaking: a) provides innovative services or goods which

generate a social return and/or b) employs an innovative method of production of goods or services and that method of production embodies its social objective; 2) reinvests its profits first and foremost to achieve its primary objective and has in place predefined procedures and rules for any circumstances in which profits are distributed to shareholders and owners, in order to ensure that any distribution of profits does not undermine the primary objective; 3) is managed in an entrepreneurial, accountable and transparent way, in particular by involving workers, customers and/or stakeholders affected by its business activities.

- **Staff**

A person who, on either a professional or a voluntary basis, is involved in education, training or non-formal learning at all levels. Includes professors, teachers (including pre-school teachers), trainers, school leaders, youth workers, sport staff, early childhood education and care staff, non-educational staff and other practitioners involved on a regular basis in promoting learning.

- **Statutory link**

This notion implies that the cooperation between the organisations concerned is based on a formalised/documented relation, which is neither limited to the project they apply for, nor established for the sole purpose of its implementation. This link can cover many forms, from a very integrated one (e.g. one "mother organisation" with its national branches/affiliated entities with or without proper legal entity) to a looser one (e.g. a network functioning through a clearly defined membership modality requiring for instance: the payment of a fee, the signature of a membership contract/agreement, the definition of rights and obligations from the two parties, etc.)

- **Study visit**

A trip where the participant gets to know and study another organisation or institution, its practices and systems. It enables the participant to have a learning

experience based on direct contact and on observation of the host organisation's methods and practices.

Tt

- **Tailored online application**

Tailored online application is a web app built for a specific purpose according to, for instance, a company's wishes. a typical tailored online application would be a saas created to provide support to business.

- **Third countries not associated to the Programme**

Countries which do not participate fully in the Erasmus+ Programme, but which may take part (as partners or applicants) in certain Actions of the Programme. The list of third countries not associated to the Programme is set out in Part A of this Guide, in the section "Who can participate in the Erasmus+ Programme?".

- **Traineeship (work placement)**

Time spent in an enterprise or organisation in another country, with a view to acquiring specific competences that are needed by the labour market, gaining work experience and acquiring more understanding of the economic and social culture of that country.

- **Transnational**

In the context of Erasmus+, relates, unless otherwise indicated, to any activity involving at least two EU Member States and third countries associated to the Programme.

- **Transversal (soft; life) skills**

Include the ability to think critically, be curious and creative, to take initiative, to solve problems and work collaboratively, to be able to communicate efficiently in a multicultural and interdisciplinary environment, to be able to adapt to context and to cope with stress and uncertainty. These skills are part of the key competences.

Uu

- **User experience (ux)**

User experience (or ux) refers to the comprehensive experience related to the use or consumption of a product or service. organizations that provide the most addictive, easy and memorable experience have the upper hand.

- **User interface (ui)**

User interface (or ui) comprises the view through which a service is used, and the functionalities needed for using the service. a user interface links the user and the computer and creates an operating principle for usage, leading (when done correctly) to a positive user experience.

- **Union transparency and recognition tools**

Instruments to help stakeholders understand, appreciate and, where appropriate, recognise learning outcomes and qualifications throughout the European Union.

Vv

- **Validation of non-formal and informal learning**

A process of confirmation by an authorised body that an individual has acquired learning outcomes measured against a relevant standard and consists of the following four distinct phases: Identification through dialogue of particular experiences of an individual; Documentation to make visible the individual's experiences; A formal assessment of these experiences; and Certification of the results of the assessment which may lead to a partial or full qualification.

- **Venue**

The physical location where an activity is taking place.

- **Virtual cooperation**

Any form of cooperation using information and communication technology tools to facilitate and support any relevant Programme actions.

- **Virtual learning**

Acquisition of knowledge, skills and competences through the use of information and communication technology tools that allow participants to have a meaningful transnational or international learning experience.

Ww

- **Web analytics / visitor tracking**

Web analytics refers to the tracking of website visitors and to the interpretation of their navigation behavior. web tracking allows an online service to be developed further.

- **Web browser**

Web browser is a program that allows a person to search and use online services on the internet.

- **Web page**

A web page is a single page on a website.

- **Website**

A website (colloquially web pages or home pages) is a collection of web pages that deal with a particular subject. a website can focus on an individual or an organization. the majority of the internet consists of websites. websites have developed from being static calling cards to entities requiring increasingly complex programming skills.

- **Web store / e-marketplace / online store**

Web store refers to the supply, demand, sales and other commercial transactions of goods and services performed with the help of information technology. a webstore is often understood in terms of being synonymous with b2c commerce, such as gigantti.fi. however, a webstore can also be b2b (e.g. a wholesale ordering system) or c2c (a marketplace for consumers).

- **Work Package**

A component of the project work breakdown. It represents a group of project activities targeting common specific objectives.

Yy

- **Young people**

In the context of the Erasmus+ Programme, individuals aged between 13 and 30.

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