

# Tutorial: Erasmus+ Tools



Course  
Catalogue



Mobility  
Opportunities



Strategic  
Partnerships

[www.schooleducationgateway.eu](http://www.schooleducationgateway.eu)

# General information

This tutorial is to help you to use the Erasmus+ Tools on the School Education Gateway.

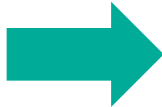
# Background: School Education Gateway

- Funded by Erasmus+, the European programme for Education, Training, Youth and Sport  
[ec.europa.eu/programmes/erasmus-plus/](https://ec.europa.eu/programmes/erasmus-plus/)
- Supervised by the Directorate General for Education and Culture (Unit B.2 – Schools and Educators; Multilingualism)
- Linked to eTwinning, the community for schools in Europe [www.etwinning.net](http://www.etwinning.net)
- Run by European Schoolnet, an international partnership of 34 European Ministries of Education  
[www.eun.org](http://www.eun.org)



# Erasmus+ Opportunities

Schools across Europe can benefit from the **funding opportunities** provided by the Erasmus+ Programme, including support for **training courses** and **teaching assignments** for professional development – or participation in **project partnerships**

The School Education Gateway tools help schools prepare their Erasmus+ Key Action 1 and 2 applications. 


## Erasmus+ Opportunities

Three tools and information for schools to prepare their Erasmus+ applications

### Course catalogue

Catalogue of professional development courses for school teachers and staff.

[See all >](#)



**Harmony and learning! - Promoting harmony**


27.06.2019 - 05.07.2019  
Romania

Mobility project for school education staff under Key Action 1 (teaching assignments and staff training). [Read more](#)

### Mobility opportunities

Opportunities for school staff to undertake teaching assignments and job shadowing in a host school/organization abroad.

[See all >](#)



**Inclusion of immigrant students**


01.11.2019 - 31.10.2020  
Belgium, Czech Republic, Denmark, Finland, France, Germany, Gr

Mobility project for school education staff under Key Action 1 (teaching assignments and staff training). [Read more](#)

### Strategic partnerships

Search for partner schools/organizations across Europe to carry out joint projects that aim at improving standards and the quality of teaching and learning.

[See all >](#)



**Webradio Internationale/ International webradio/ La**

01.09.2019 - 09.07.2021


Strategic Partnerships under Key Action 2 (partnership search). [Read more](#)



**SUPPORT MATERIALS**


Need some help and/or additional information? Check out the Support materials page!

**MOOC: Erasmus+ funding opportunities for schools**



[Read more >](#)

**Erasmus+ Project Results Find**



# Tools to support schools' Erasmus+ applications

- For "*Key Action 1 – Learning Mobility of Individuals*"
  - **Course Catalogue**: Search for on-site teacher training courses abroad (part of the Teacher Academy)
  - **Mobility Opportunities**: Post and/or search for offers of teaching assignments and job shadowing abroad
- For "*Key Action 2 – Strategic Partnerships*"
  - **Strategic Partnerships**: Post requests and search for partners for collaborative school-related projects

# General

- **Anyone can add a listing free of charge.** The listings are not checked or pre-approved before publication. However, the content is monitored, and users can report any irregularities.
- **Most features are similar across all three tools** and are therefore only explained in detail under Course Catalogue.
- **Before starting:**
  - Create an account OR log in with an existing account, as only members can post announcements.
  - Add an organisation to your profile. For this you need to have a PIC number.
  - Read the Terms & Conditions.
  - Read the Frequently Asked Questions.

# Log in / Create an account

A screenshot of the login and registration form. The form is divided into two columns. The left column is titled 'Login' and contains a text input field for 'Username', a text input field for 'Password', an orange 'Submit' button, and a link for 'Forgot login/password?'. The right column is titled 'Or...' and contains four social media login buttons: Facebook (dark blue), Google+ (red), Twitter (light blue), and LinkedIn (dark blue). Below the form, the link 'Create an account' is circled in pink.

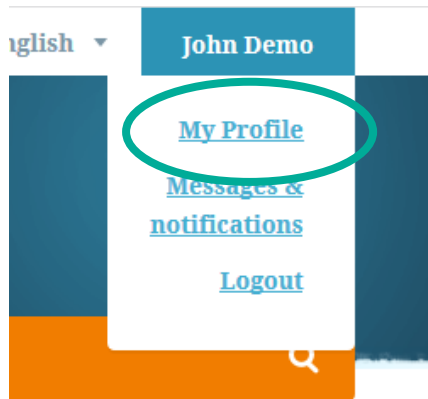
## Tip!

You can log in with your eTwinning, Facebook, Google+, Twitter or LinkedIn account

Or create an account for  
School Education Gateway

# Add an organisation

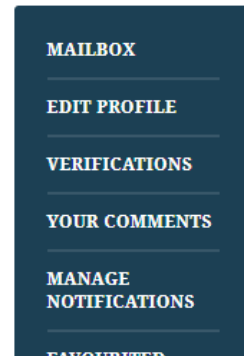
1



Go to “My profile”

2

## Profile



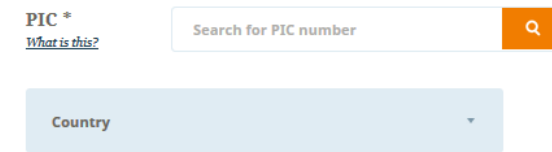
Select “Organisations” in the left menu and click “Add organisation”

3

## Add an organisation to your profile

To add an organisation to your profile, check first if your organisation already exists in the database. We recommend you to search for your organisation by PIC (Participant Identification Code) first. But if you don't know it, you can search by location.

**Warning:** The organisation profiles in this database are created by users only and it may not include your town or organisation yet. If your organisation was not found, you will be able to create its profile yourself.



Check if your organisation is already in the database. If not, you can create it

A PIC number is required for each organisation



# PIC (Participant Identification Code)

- PIC (Participant Identification Code) is needed to add a listing in the Erasmus+ Tools on the School Education Gateway.
- PIC (a 9-digit code) is also needed anytime your organisation wants to participate in a EU-project proposal.
- To obtain a PIC for your organisation, please follow the instructions here:

<http://ec.europa.eu/research/participants/portal/desktop/en/organisations/register.html>

# Course Catalogue

[www.schooleducationgateway.eu/courses](http://www.schooleducationgateway.eu/courses)

A dedicated catalogue for  
professional development  
courses for school teachers and  
staff



# Course catalogue: Search

Click on the map to browse courses by country

Search by keyword, language, location or dates.

You can choose between a simplified and advanced search mode. You can also filter the results afterwards.

**Tip!** Select "Online" under Type if you want to browse only online courses.

## Course catalogue

Saved searches Favourited courses Add a course

Map view

Click to see courses by country

Upcoming courses

Competences for 21st Century Schools - Belgium

EU project design and project cycle - Netherlands

Teaching creativity in schools, inspired by - Slovenia

## Search courses

Enter topic, sentence, keywords

Type Select

Topic Select

Country Select

Language Select

Key competences Select

Target audience Select

Start date

End date

Search

Simple search

## Recent reviews

Effective Parental Engagement for Studen...

molto interessante  
Maria Antonietta Coravelli, Italy

## For course providers

All organisations are welcome to submit their training courses addressed to teachers and other school education staff. Before adding your courses, please read the [Terms & Conditions](#) including the requirements for courses in this catalogue.



## Members only

Shortcut to

- Saved searches
- Saved courses
- Add a new course

Upcoming courses (chronological order)

Latest reviews

# Courses: detailed view

1. Course details
2. Course provider's profile
3. Find more information through course links (website, social media)
4. Other courses organised by the same provider
5. Navigate using the Next/Previous buttons

## For registered users only

6. Shortcut to saved searches and saved courses
7. Add to favourites
8. Contact the course provider
9. Follow the organisation
10. Report a problem
11. Rate and review

6 Saved searches Favourited courses Add a course

5 2/1509 (Back to search results)

Bringing Creativity & Thinking Skills into the Educational Process ★★★★★ (3)

7 Add to favourites

Practically everyone agrees that it is important to develop creativity and thinking skills of learners. However, when it comes to specific thinking tasks, lessons or curricula, it becomes evident that there are more questions than answers. What do we actually mean by thinking? When can you say that we help our learners become better thinkers? Can thinking be assessed?

2 Go to organisation's page

Contact the course provider here or by using the additional contact details provided (e.g. website)

8 Contact

9 Follow organisation

3 Course webpage

Other courses offered by the provider

4 Competences for a Modern Teacher: a Path from Teaching to Learning France

10 Report a problem

Course organiser	TA Group
Location	Riga, Latvia
Language	EN
Topics	Entrepreneurship, creativity; Pedagogy and didactics
Price	1250 Euro
Included in price	Accommodation; Course; Meals
Number of participants	20
Certification on completion	Yes

Sessions

17.07.2016 > 23.07.2016	Register before 15.06.2016
08.04.2017 > 14.04.2017 (Confirmed)	Register before 27.02.2017
23.07.2017 > 29.07.2017	Register before 02.06.2017

Rate & review

Rate this course 11 ★★★★★

raluca murarasu rated this course ★★★★★

Attended 17.07.2016 - 23.07.2016

extremely interesting and almost entirely based on practical advice. I strongly recommend this course to anyone who wishes to make their lessons more challenging and motivating for their students, whatever the subject they teach. And the course location (Riga, Latvia) is fabulous! Raluca

Translate

Report a problem Reviewed on 28.07.2016 11:33

# How to select a course?

- There are thousands of courses in the course catalogue. They have not been pre-approved or filtered before publishing.
- See here the tutorial “[How to select a teacher training course abroad](#)”

## Contacting the course provider:

- When you find an interesting course, please **contact the course provider directly** to obtain further information or to book your place.
- Use the “Contact” button on the course detail page or the course website link.
- **School Education Gateway does not organise any on-site courses, therefore we can't answer any inquiries about individual courses.**

# For course providers: Add a course

Please remember to first log in and add an organisation to your profile!

Then you can **Add a course**:

- On the Course Catalogue page
- Under Profile >> Courses >> Add a course

Please note that you cannot add online courses – only on-site courses.

## Profile & settings

**EDIT PROFILE**

**VERIFICATIONS**

**YOUR COMMENTS**

**MANAGE NOTIFICATIONS**

**FAVOURITED ARTICLES**

**COURSES**

**MOBILITY OPPORTUNITIES**

**STRATEGIC PARTNERSHIPS**

**ORGANISATIONS**

Your courses | Online courses | Favourites | **+ Add a course**

You have one or more listings saved as draft. To publish or edit them further, open the Draft section below.

**Support materials for the Erasmus+ tools**

These are the on-site courses created by you and other members of your organisation.

**DRAFTS:** the listings are not publicly visible, and they can be published and/or further edited.

**Published:** the listings appear on the public platform.

**Completed:** the listings are over (i.e. they happened in the past) but

DRAFT (8)	▼
PUBLISHED (8)	▼
COMPLETED (40)	▼

# Add a course: form

- Fill in all the fields; compulsory fields are marked with (\*)
- In the description field you can use **basic html** tags to shape your text (bullet lists, bold, italic)
- **Saving and publishing your course:**
  - A new course is saved as 'draft'
  - To publish the course, go to your list of courses where you can edit it further or publish it directly.

## Add a course

Course title \*

Course URL \*

Type \* Face to face

Teacher academy ID

Topics \*

- Active citizenship, European dimension
- Adult literacy, basic skills
- Arts, cultural studies, ethics, philosophy
- Career guidance and counselling
- Combating failure in education, reducing early school leaving
- Communication skills
- Early childhood education and care
- Education and project management

Key competences \*

- Civic
- Cultural awareness a
- Digital
- Entrepreneurship
- Languages
- Literacy
- Mathematical, scienc
- engineering
- Personal, social and I

Support materials for the Erasmus+ tools

**Instructions**

To get started, please read the [Terms & Conditions](#) and explore the [support materials](#) for practical guidance to publish your listings.

All the people associated to your organisation can see and edit this listing.

When you save your listing for the first time, it will be saved as a draft. You can further edit and/or publish it from your profile.

**You have one or more listings saved as draft. To publish or edit them further, open the Draft section below.**

**DRAFT (9)**

**Raising Awareness about the Situation of Newly Arrived Migrants**

[Edit](#)  [Duplicate](#)  [Delete](#)

# Listing statuses









- **Drafts:** the listings are not publicly visible, and they can be published and/or further edited.
- **Published:** the listings appear on the public platform.
- **Completed:** the listings are over (i.e. they happened in the past) but they are still publicly accessible on the platform.
- **Blocked:** the listings have been blocked by the administrators.







# Adding multiple sessions

- You can create and view multiple sessions within one course item
- **Course status:** option to mark if session is fully booked or cancelled
- The multiple sessions will appear in the course catalogue and the course detail view

Sessions	
01.09.2015 > 02.09.2015	Fully booked
16.10.2015 > 17.10.2015	Cancelled
03.12.2015 > 04.12.2015	Register before 09.11.2015

27.07.2015 - 28.07.2015	 
26.08.2015 - 30.08.2015	 
17.09.2015 - 24.09.2015	 
01.10.2015 - 08.10.2015	 


---

Start date *	17.09.2015 
End date *	24.09.2015 
Registration start date	
Registration end date	
Fully booked?	<input checked="" type="checkbox"/>
Cancelled?	<input type="checkbox"/>

# Add a course: Contact

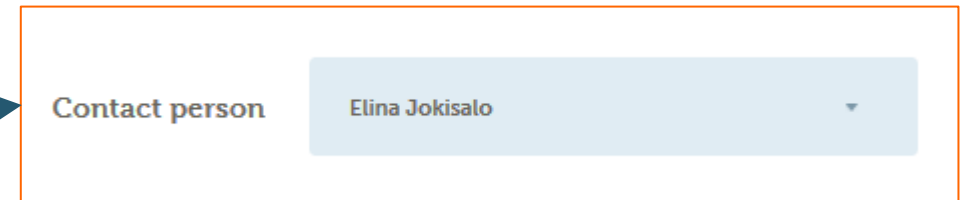
Select in the form how you want to be contacted

- **By email** – specify your email address
- **Via contact person** (someone in your organisation)
  - Make sure the **Notifications** are activated!

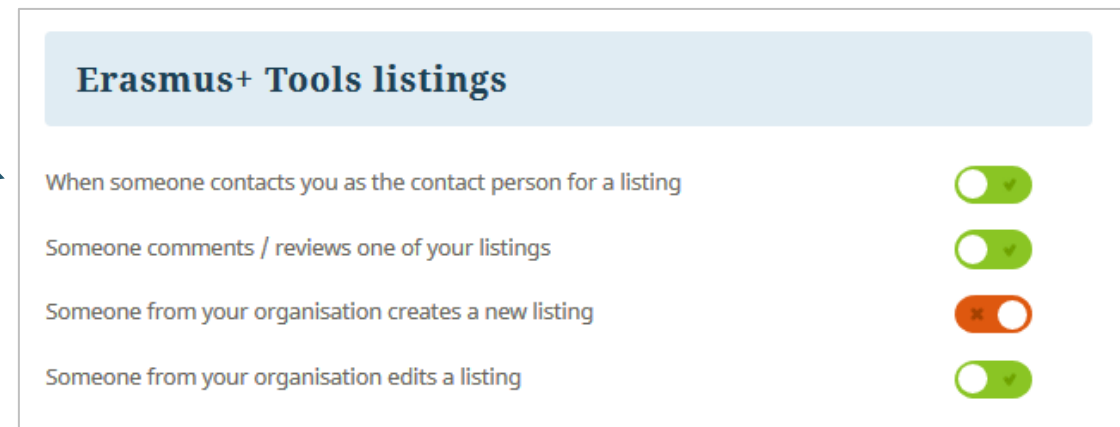


Contact person: Email address

Contact email: fcl@eun.org



Contact person: Elina Jokisalo



**Erasmus+ Tools listings**

When someone contacts you as the contact person for a listing	<input checked="" type="checkbox"/>
Someone comments / reviews one of your listings	<input checked="" type="checkbox"/>
Someone from your organisation creates a new listing	<input type="checkbox"/>
Someone from your organisation edits a listing	<input checked="" type="checkbox"/>

# Course management

You can **view** and **edit** all courses created by members of your organisations in **Profile >> Courses >> Your courses**

**1. Within Profile select "Courses"** →

## Profile & settings

- EDIT PROFILE
- VERIFICATIONS
- YOUR COMMENTS
- MANAGE NOTIFICATIONS
- FAVOURITED ARTICLES
- COURSES**
- MOBILITY OPPORTUNITIES
- STRATEGIC PARTNERSHIPS
- ORGANISATIONS
- TOOLKIT FOR SCHOOLS
- WEBINARS
- EVENTS

View public profile

**2. The courses created by your organisation can be found here**

**Your courses** | Online courses | Favourites

[+ Add a course](#)

You have one or more listings saved as draft. To publish or edit them further, open the Draft section below.

[Support materials for the Erasmus+ tools](#)

**DRAFT (9)** ▾

**PUBLISHED (8)** ▲

**Active learning in my school and classroom**  
Created by [Elina Jokisalo](#) on 10.10.2019

[View](#) [Edit](#) [Duplicate](#) [Delete](#)

**Addressing the Global Climate Crisis in Your Classroom**  
Created by [Ismiini Georgjadj](#) on 16.03.2020

[View](#) [Edit](#) [Duplicate](#) [Delete](#)

**Digital skills, media literacy and citizenship for the Future Classroom**  
Created by [Elina Jokisalo](#) on 18.11.2016

[View](#) [Edit](#) [Duplicate](#) [Delete](#)

**Enhancing STEM practice and strategy in secondary schools**  
Created by [Elina Jokisalo](#) on 05.11.2018

[View](#) [Edit](#) [Duplicate](#) [Delete](#)

These are the on-site courses created by you and other members of your organisation.

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**Blocked:** the listings have been blocked by the administrators.

### Draft courses

(to publish, click "edit" and change status to "Published")

Use "**Duplicate**" to make a copy of a course to create a similar one. You can then edit the details as required.

Use "**Delete**" to remove a course that is not needed anymore. You can't delete a course that has reviews.

# Course management: Notifications

In your Profile, under “**Manage Notifications**”, you can define how and when to receive notifications about your courses.

## Profile & settings

[EDIT PROFILE](#)[VERIFICATIONS](#)[YOUR COMMENTS](#)[MANAGE NOTIFICATIONS](#)[FAVOURITED ARTICLES](#)[COURSES](#)[MOBILITY OPPORTUNITIES](#)[STRATEGIC PARTNERSHIPS](#)[ORGANISATIONS](#)[TOOLKIT FOR SCHOOLS](#)[EVENTS](#)[COLLABORATIVE SPACES](#)[View public profile](#)

## Manage notifications

You receive automatic notifications on the platform in your "Messages & notifications" folder. If you want to receive notifications also by email, you can make the selection here.

The Erasmus+ Tools listings refer to the Course Catalogue, the Mobility Opportunities announcements and the Strategic Partnership requests.

You can also receive email alerts for the saved searches in each of the tools: to manage these alerts, use the left-hand side column to access the tool settings.

### General settings

When you're the contact person of your organisation



When someone signs up with your organisation



When someone edits your organisation



### Erasmus+ Tools listings

When someone contacts you as the contact person for a listing



Someone comments / reviews one of your listings



Someone from your organisation creates a new listing



Someone from your organisation edits a listing



### Newsletter

Receive newsletter



# Mobility Opportunities

[www.schooleducationgateway.eu/mobility](http://www.schooleducationgateway.eu/mobility)

Opportunities for school staff to undertake teaching assignments and job shadowing in a host school/organisation abroad



# Mobility Opportunities: Search

You can search for either:

- **Mobility Opportunity offers** posted by organisations available to act as a host
- **Mobility Opportunity requests** posted by anyone looking for a hosting organisation

You can choose between a simple and advanced search mode.

## Members only:

Shortcut to

- Saved searches
- Saved courses
- Add a new MO

Search by keyword, type of mobility opportunity, language, location or dates.

The screenshot shows the top of the search interface. At the top right, there are links for 'Saved searches', 'Favourited Mobility Opportunities', and 'Add a mobility opportunity'. Below this is the main heading 'Mobility Opportunity search'. On the left, there is a 'Map view' section with a world map and a button that says 'Click to see opportunities by country'. To the right, under 'Upcoming Mobility Opportunities', there are three cards: 'English job shadowing and educational fairs' (France, 01.06.2016 - 31.05.2018), 'Native speakers for conversation' (Italy, 02.10.2017 - 31.05.2018), and 'Erasmus Students Placements in' (Denmark, 05.09.2018 - 19.04.2019).

This screenshot shows the search filters and a recent review. Under 'I would like to see \*', there are two radio buttons: 'Mobility opportunity offers posted by organisations' (selected) and 'Requests posted by individuals looking for mobility opportunities'. Below is a text input field 'Enter topic, sentence, keywords'. There are several dropdown menus: 'Member type' (Select), 'Key competences' (Select), 'Opportunity type' (Select), 'Located in' (Select country), 'Language' (Select language), 'Start date' (calendar icon), and 'End date' (calendar icon). At the bottom right is a 'Simple search' link and a 'Search' button. On the right side, there is a 'Recent reviews' section with a card for 'Job shadowing Erasmus-KA1' by Maria Isabel Ruiz, Spain, and a text box with instructions about mobility opportunities and a link to 'Terms & Conditions'. The Erasmus+ logo is at the bottom right.

# Mobility Opportunities: detailed view

1. Organisation's profile
2. Navigate using the Next/Previous buttons

## For registered users only

3. Shortcut to saved searches and saved items
4. Add to favourites
5. Contact the organisation
6. Follow the organisation
7. Report a problem
8. Rate and review

Home » Erasmus+ Opportunities » Mobility opportunities » Mobility detail

3 Saved searches Favourited Mobility Opportunities Add a mobility opportunity

21/304 (Back to search results)

ICT, Robotics and Enterprising culture Job-Shadowing ★★★★★

1 Go to organisation's page

4 Add to favourites

An offer posted by an organisation

Opportunity type: Job shadowing  
City: Jaén  
Country (languages): Spain (EN)  
Dates: »  
Key competences: Digital; Initiative and entrepreneurship; Learning to learn  
Target audience: Teachers & school staff: secondary level

1 I.E.S. Jaén AZ-ZAIT

Contact the organisation here or by using the additional contact details provided (e.g. website)

5 Contact

6 Follow organisation

7 Report a problem

IES Az-Zait  
School/Training center  
Jaén, Spain  
<http://iesaz-zait.net/>

f t g+ in e

We have experience in all these three subjects, but we would like to evaluate and improve them and look for new methodologies for teaching.  
In relation to the ICT tools, we are using several LMS in some of our subjects, mainly Schoology, Quizlet, Kahoot, Socrative and some more. The success with this type of teaching is being really great.  
About robotics, the high-school has participated in a lot of robot competitions, with very good results (<http://azzaiteros.blogspot.com.es/>).  
About the enterprising culture, several projects have been developed these last years, which have been wonderful experiences for the students.

8 Rate & review

Rate this mobility opportunity ★★★★★

**Tip!** Learn about the Mobility Opportunity types in the Frequently Asked Questions.

# Add a Mobility Opportunity

Please remember to first log in and add an organisation to your profile!

Go to Add a Mobility Opportunity

- On the Mobility Opportunities page
- Under Profile >> Mobility Opportunities >> Add a Mobility Opportunity

**Tip!** If you're looking for a mobility period abroad, post your own announcement now!

## Profile & settings

**Your mobility opportunities** **Favourites** **Add a mobility opportunity**

**DRAFT (8)** **BLOCKED (1)**

**Support materials for the Erasmus+ tools**

These are the mobility opportunities created by you and other members of your organisation.

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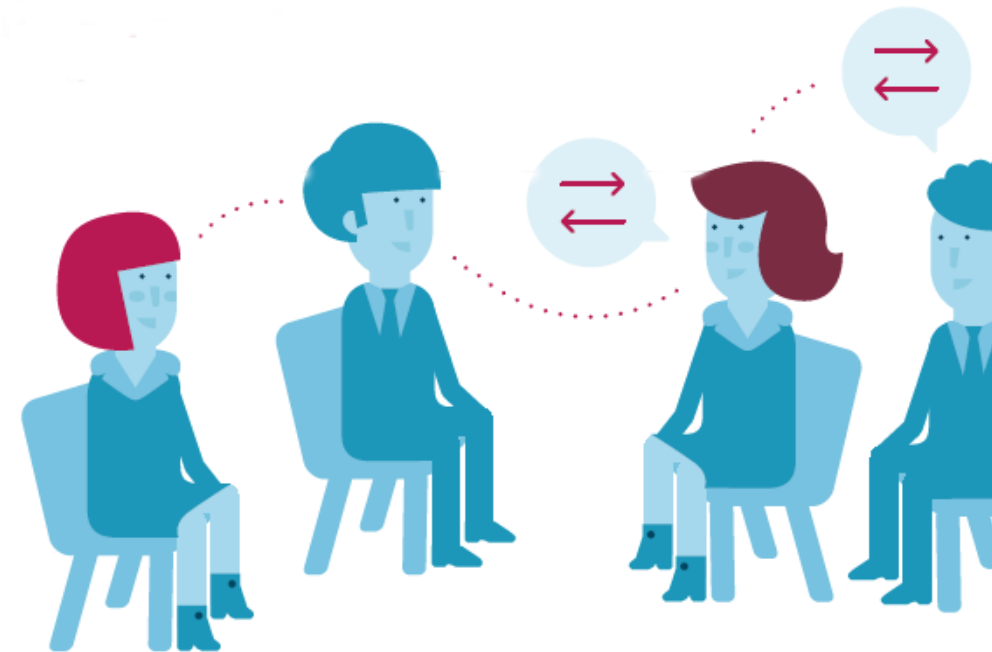
For more information on the following topics, please refer to the guidelines under **Course Catalogue**, as the same features apply to Mobility Opportunities:

- Submission form
- Contact function
- Notifications
- Management of your Mobility Opportunities

# Strategic Partnership request

[www.schooleducationgateway.eu/partnerships](http://www.schooleducationgateway.eu/partnerships)

Partner search for schools and organisations across Europe to carry out joint projects aimed at improving standards and the quality of teaching and learning



# Strategic Partnerships: Search

You can choose between a simple and advanced search mode. →

Search by keyword, type of organisation, your country or dates.

## Members only:

- Shortcut to
- Saved searches
- Saved courses
- Add a new SP

The screenshot shows the 'Strategic Partnership search' page. At the top, there are navigation links: 'Saved searches', 'Favourited strategic partnerships', and 'Create a Strategic Partnership request'. The main heading is 'Strategic Partnership search'. Below this, there's a 'Map view' section with a world map and a button 'Click to see opportunities by country'. To the right, under 'Upcoming Strategic Partnership Requests', there are three cards:

- Manuel bilingue de physique**: 01.09.2015 - 31.08.2018, France.
- Fostering internationalisation of**: 01.09.2015 - 31.12.2017, Austria, Czech Republic, Hungary, Poland, Slovakia, United Kingdom.
- ERASMUS+ Projekt der EU (Leitaktion 2)**: 01.09.2015 - 31.07.2018, Austria, Denmark, Estonia, Finland, Germany, Latvia, Netherlands, Poland, Sweden, Switzerland.

Below the requests, there's a search bar 'Enter topic, sentence, keywords'. To the right is a 'Recent reviews' section with a review titled 'We play with languages and culture - wit...' by Ermioni Tsiligirian, Greece. Below the search bar are filters for 'My organisation' (Select organisation type), 'My country' (Select country), 'Start date', and 'End date'. A 'Search' button and a 'Simple search' link are at the bottom of the search area.

# Strategic Partnerships: detailed view

1. Organisation's profile
2. Navigate using the Next/Previous buttons

## For registered users only

3. Shortcut to saved searches and saved items
4. Add to favourites
5. Contact the organisation
6. Follow the organisation
7. Report a problem
8. Rate and review

3 Saved searches Favourited strategic partnerships Create a Strategic Partnership request

22/402 (Back to search results)

ARTrails: experience, share, connect. ★★★★★ (1)

4 Add to favourites

1 Go to organisation's page

5 Contact

6 Follow organisation

7 Report a problem

8

Rate this strategic partnership request ★★★★★

**1** [Go to organisation's page](#)

**2** [22/402 \(Back to search results\)](#)

**3** [Saved searches](#) [Favourited strategic partnerships](#) [Create a Strategic Partnership request](#)

**4** [Add to favourites](#)

**5** [Contact](#)

**6** [Follow organisation](#)

**7** [Report a problem](#)

**8** [Rate this strategic partnership request](#)

ARTrails: experience, share, connect. ★★★★★ (1)

Type of organisation sought: Higher education  
Country of organisation sought: Austria; Belgium; Denmark; Estonia; Finland; France; Germany; Ireland; Latvia; Lithuania; Luxembourg; Malta; Netherlands; Portugal; Spain; Sweden; United Kingdom  
Dates: 01.09.2017 >

**Educandato SS Annunziata**  
Higher education  
Firenze , Italy  
<http://poggio-imperiale.it/poggio/>

f t G+ in e

Boarding School in Florence, Tuscany (central Italy), is applying for an Erasmus+ KA2 project and we are looking for partner schools around Europe.

Our school is 150 years old and is hosted in a unique example of neo-Classical Italian villa that was the former noble residence of the Medici and Lorraine family. The classrooms, the offices and the museum are located within the villa itself, the main building is surrounded by a garden, a park and a farm.

Rate this strategic partnership request ★★★★★

# Create a Strategic Partnerships request

Go to Create a Strategic Partnership request

- On the Strategic Partnerships page
- Under Profile >> Strategic Partnerships >> Create a Strategic Partnership request

## Profile & settings

**EDIT PROFILE**

**VERIFICATIONS**

**YOUR COMMENTS**

**MANAGE NOTIFICATIONS**

**FAVOURITED ARTICLES**

**COURSES**

**MOBILITY OPPORTUNITIES**

**STRATEGIC PARTNERSHIPS**

**ORGANISATIONS**

Your strategic partnerships

Favourites

**+** Create a strategic partnership request

DRAFT (8) v

BLOCKED (1) v

? Support materials for the Erasmus+ tools

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For more information on the following topics, please refer to the guidelines under **Course Catalogue**, as the same features apply to Strategic Partnerships:

- Submission form
- Contact function
- Notifications
- Management of Strategic Partnerships

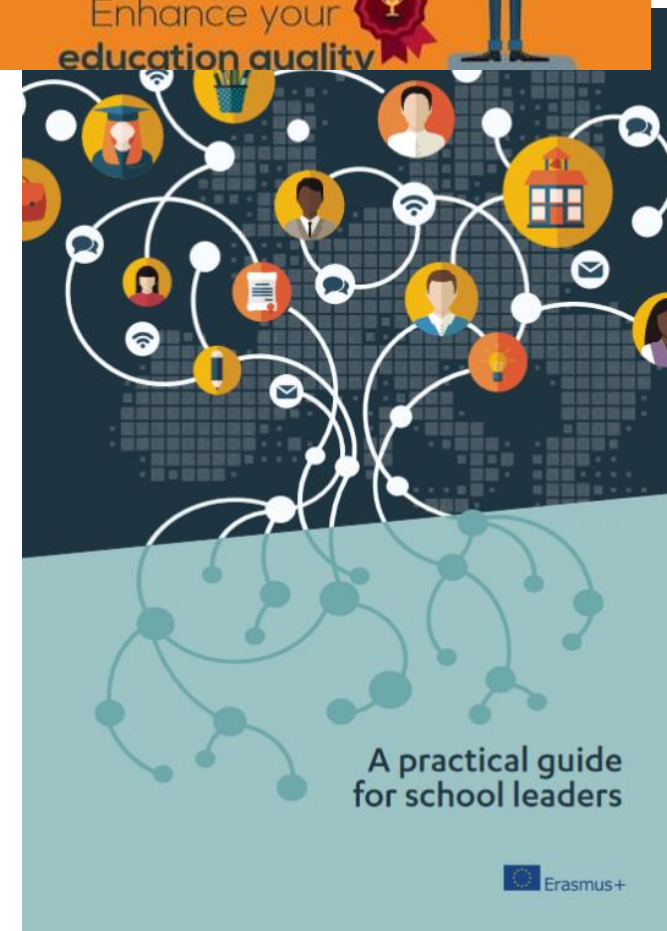
# Support materials

## Erasmus+ Tools:

- [Frequently Asked Questions](#) (in 23 languages)
- [Terms and conditions](#) (in 23 languages)
- **Tutorial:** [How to Select a Teacher Training Course Abroad](#) (in 23 languages)
- [Video tutorials](#) to use the tools

## Erasmus+ Programme:

- [Erasmus+ Programme website](#)
- Publication: [Erasmus+ A practical guide for school leaders](#) (in 6 languages)
- Online course: [Erasmus+ funding opportunities for schools](#) at the Teacher Academy (free of charge)



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