

# Ladok – reporting results

Introduction  
News in Ladok  
Demonstration



## Ladok is a national project

- Used and developed by 37 higher education institutions and CSN
- All participants follow a release schedule
- The system is developed and tested by the participants

40	42	44	46	48
Högskolan Dalarna	Karolinska institutet	Stockholms universitet	Örebro universitet	Linnéuniversitetet
GIH	Högskolan Väst	Konstfack	SLU	Högskolan Halmstad
Sophiahemmet	Ersta Sköndal		Högskolan Kristianstad	

- Ladok will be closed
  - Students will not be able to register to courses or examinations
  - Results can not be reported
- Other systems will be affected
  - Internal systems, ex Mondo
  - External systems, ex NyA

New Ladok  
week 44  
(28th Oct – 5th Nov)



Stockholms  
universitet

# News in Ladok

# What is new?

- Web-based. Sign in with your SU-account
- Result reporting by teachers (less paperwork)
- Certification by decision-maker in Ladok- ~~archive lists~~
- Results listings (resultatnoteringar)
- Activity sessions (aktivitetstillfällen)
- Research course: can be handled the same way as first level courses.
- Study plans

Ladok Study documentation Course information Follow-up System administration IC

Home page Student Session Course package Activity sessions Student cases

Personal identity no. Last name First name  Extend with national search Search

Name Edu. code Sess. code Search

My ongoing cases

My courses

Display: Semester Autumn semester 2017

**History I. The history of the world from ancient civilizations to globalized societies 30.0 hp HI1011**

[99999 2017-09-10 - 2018-01-14 100% Normal teaching](#)

[12135 2017-09-11 - 2018-01-08 100% Normal teaching](#)

My certifications

**Basic Course in the History of Ideas 30.0 hp IH1200**

[14367 2016-08-29 - 2017-01-15 100% Normal teaching Stockholm](#) **Ready for certification: 2 pcs**

# New user interface for students

- Self service
- Mobile interface

Current education Completed education Certificate Qualification and certificate Cases

## Current education

### CURRENT

There is no current education

### UPCOMING

#### Freestanding courses

[History Bachelor's Course | 30.0 hp | HI4000](#)

2017-08-30 – 2018-01-08 | 12139 | 100 %

**ENG\_Registrera dig under perioden**

2017-06-13 - 2017-12-28

Register

### PLANNED STUDIES

There are no study selections to do

### UNCOMPLETED

Information about discontinued courses is not available right now.

#### Gerbile science | 240.0 hp

[Gerbilavhandling | 200.0 hp | GERBA](#)

2016-10-01 – 2016-12-31 | | %

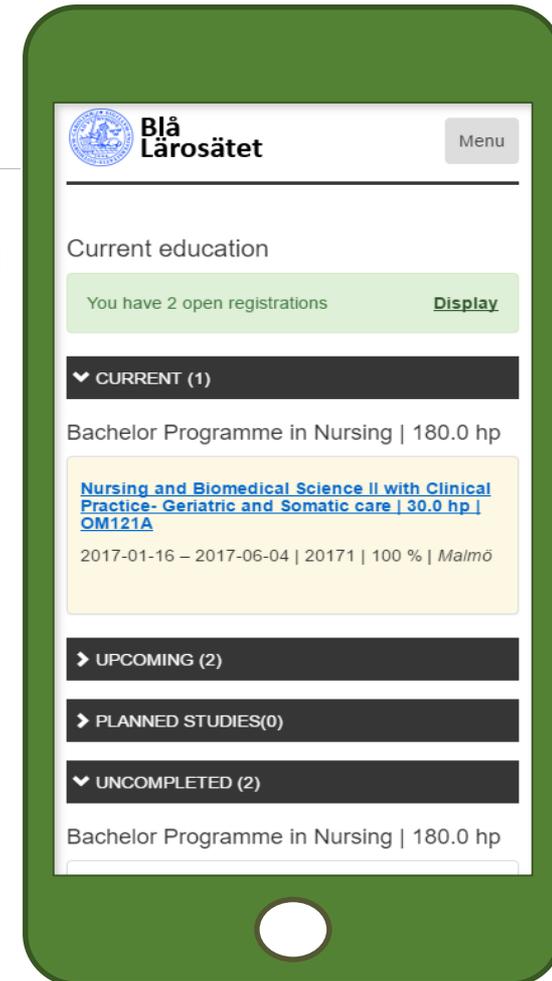
#### Freestanding courses

[Environmental Management, Introductory Course II | 15.0 hp-k | NG6020](#)

1992-08-22 – 1993-01-16 | NG602 | 50 % | Stockholm

[Mathematics, Degree Project | 15.0 hp | MM6004](#)

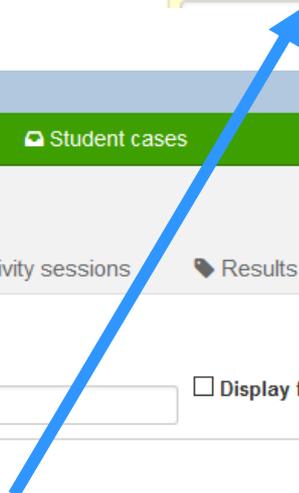
2017-01-16 – 2017-06-04 | 48797 | 50 % | Stockholm



# Results listings (resultatnoteringar)

- Uncredited but compulsory
- Prepared by administrator or teacher
- Checkbox, exam credits, date, numerical, free text

Oral presentati...	Paper	Presence 7/9
✕ Date <input type="text"/>	✕ Selc <input type="text"/>	✕ 12 OK



Ladok Study documentation Course information System administration IC Stenius, Susanne

Home page Student Session Course package Activity sessions Student cases

History. Bachelor's Course 30.0 hp HI4000 *Ladok - utb2*

Reports Certify Results follow-up Participants Activity sessions Results listings Connect employees Groups

Overview / Degree Project 15.0 hp EXAM

Display participants for session KONV-099C10 | 2016-08-29 - 2017-01-15  Display from all Filter on group Select

Save Mark as ready Display compressed mode There are unsaved changes No. of hits: 3

Personal identity no.	Name	Oral presentati...	Paper	Presence 7/9	Title / Alternative title *	Grade	Date	Status
<input type="checkbox"/>		✕ Date <input type="text"/>	✕ Selc <input type="text"/>	✕ 12 OK		✕ Selc <input type="text"/>	✕ Date <input type="text"/>	
<input checked="" type="checkbox"/>	BEXELIUS, ANTON	2017-06-11 <input type="text"/>	<input checked="" type="checkbox"/>	8	History of the world	B	2017- <input type="text"/>	<input checked="" type="checkbox"/> Draft
<input checked="" type="checkbox"/>	ELESTEDT, ERIK	Date <input type="text"/>	<input type="checkbox"/>	6	(Mandatory text)	<input type="text"/>	Date <input type="text"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	SOHLSTRÖM, KRISTIAN	Date <input type="text"/>	<input type="checkbox"/>	7	(Mandatory text)	<input type="text"/>	Date <input type="text"/>	<input checked="" type="checkbox"/>

# Activity sessions

- Activities a level beneath module
- Can be used when students need to sign up for activities
  - examinations
  - seminars
  - study visits
  - etc.

Ladok Study documentation Course information Follow-up System administration IC

Home page Student Session Course package Activity sessions Student cases

Microeconomic theory and applications 15.0 hp EC1111

Reports Certify Results follow-up Participants Activity sessions Results listings Connect employees

Overview

Display participants for session

33756 | 2016-08-29 - 2017-01-15 | 100% | Normal teaching  Display from all

Name	Date	Scope	Code	Draft	Marked as re...	Certified	Sessions
<a href="#">Test 1</a>		2.5 hp	111B	4	2	1	
<a href="#">Test 2</a>		2.5 hp	111C	2	3	2	
<a href="#">Exam</a>		10.0 hp	111D	0	0	1	
<a href="#">Written Examination A=100, B=75-99, C...</a>	2017-06-16						33756
<a href="#">Ready for course results: 1 pcs</a>		15.0 hp		0	0	0	

# Study plans

New study plan | Show as Semester

## Bachelor's Programme in Economics and Sociology | 180.0 hp | SNATK

Bachelor's Programme in Economics and Sociology | 180.0 hp | 38635 | 2015-01-19 - 2018-01-14 | Normal teaching | 100%

Show details | Interruption | Termination | Block | Make available | New session... | Completed | Remove Started | Anteckning

Selection within session available for student from: 2015-01-19

Registration within session available for student from: 2015-01-19

### Spring semester 2015

Sociology with Eco... | 30.0hp | SON100  
38685 | 2015-01-19 - 2015-06-07 | 100% |  
Normal teaching | Stockholm

### Autumn semester 2015

Microeconomic the... | 15.0hp | EC1111  
33637 | 2015-08-31 - 2016-01-17 | 100% |  
Normal teaching | Stockholm

Macroeconomic th... | 15.0hp | EC1211  
33663 | 2015-08-31 - 2016-01-17 | 100% |  
Normal teaching | Stockholm

### Spring semester 2016

Sociology with Eco... | 30.0hp | SON200  
38787 | 2016-01-18 - 2016-06-05 | 100% |  
Normal teaching | Stockholm

### Autumn semester 2016

Intermediate Micro... | 7.5hp | EC2101  
33709 | 2016-08-29 - 2017-01-15 | 50% | Normal  
teaching | Stockholm

Labour Market Eco... | 7.5hp | EC2102  
33713 | 2016-08-29 - 2017-01-15 | 50% | Normal  
teaching | Stockholm

Intermediate Macro... | 7.5hp | EC2201  
33711 | 2016-08-29 - 2017-01-15 | 50% | Normal  
teaching | Stockholm

Empirical Methods ... | 7.5hp | EC2403  
33716 | 2016-08-29 - 2017-01-15 | 50% | Normal  
teaching | Stockholm

## Self-contained courses

Self-contained courses

Show details

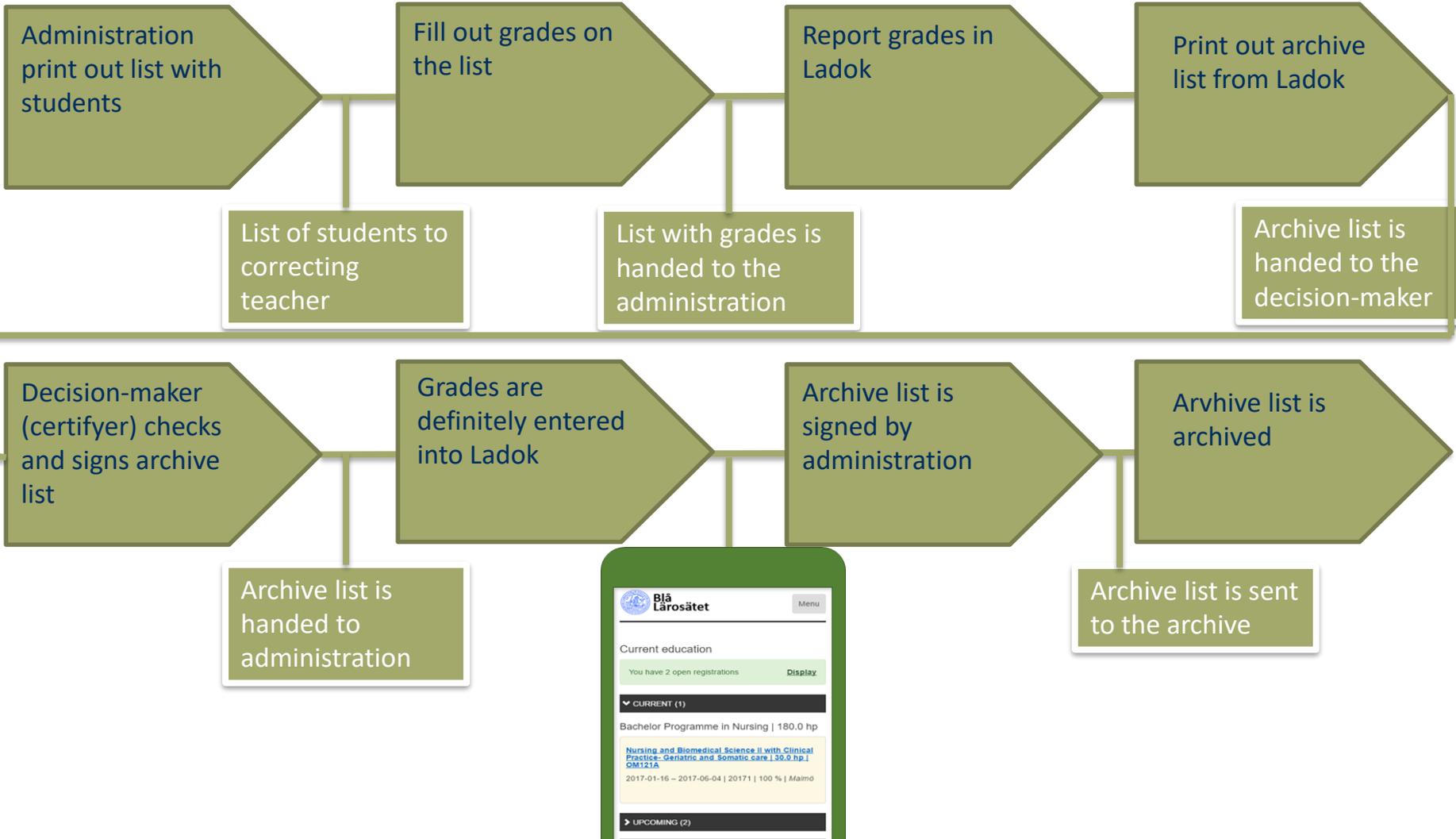
### Autumn semester 2017

History I. The histor... | 30.0hp | HI1011  
99999 | 2017-09-10 - 2018-01-14 | 100% |  
Normal teaching

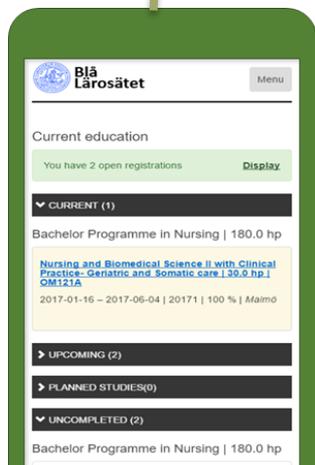
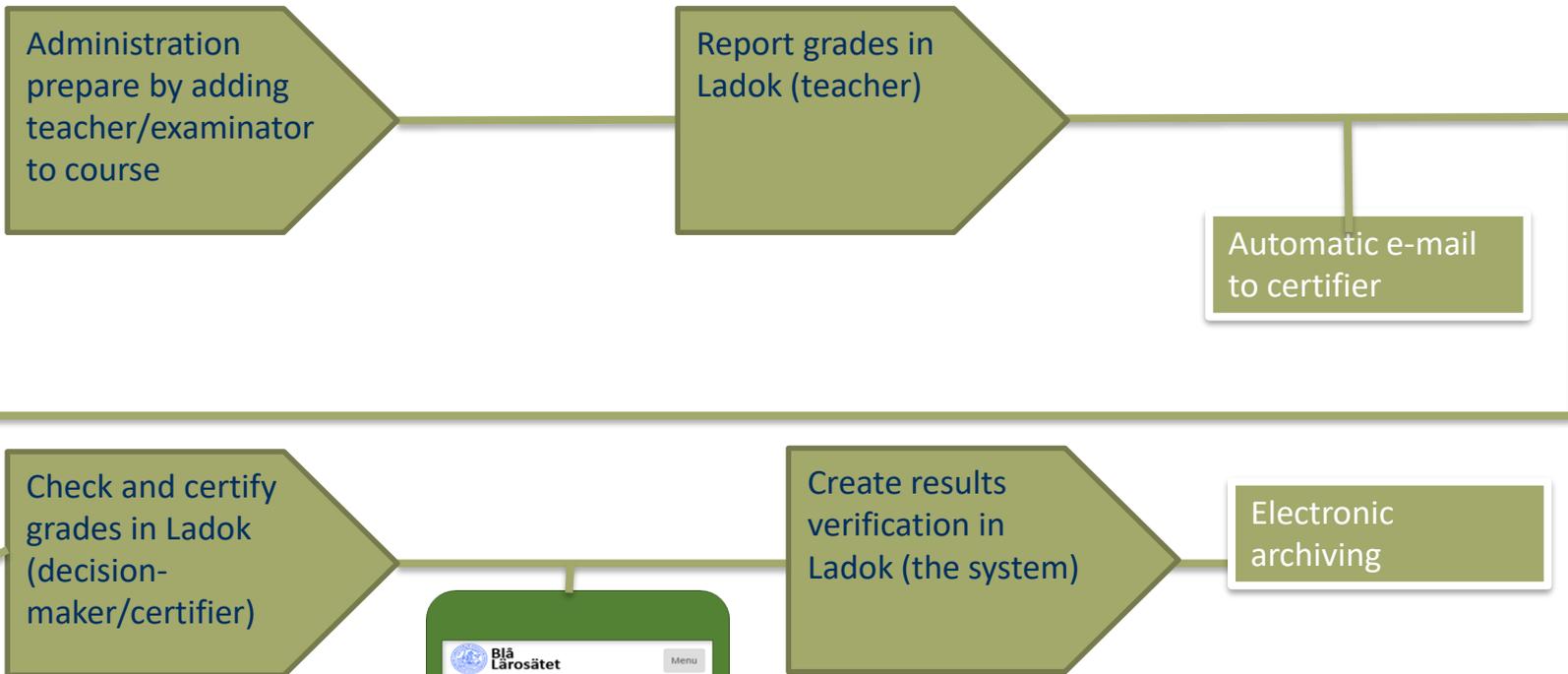
# Reporting results



# Reporting results - The process today



# Reporting results – The new process



# The new process

## Result Status

### A student's result – grade and date – has three status levels

**Draft:** You enter the grade and date and save the input. The result will be saved as a Draft. You can still change the result.

**Marked as ready:** You mark the result as ready. The examiner will be notified. The result will be locked, you cannot change the result.

**Certified:** The examiner certifies the result. The student can see the result.



# Examination date!

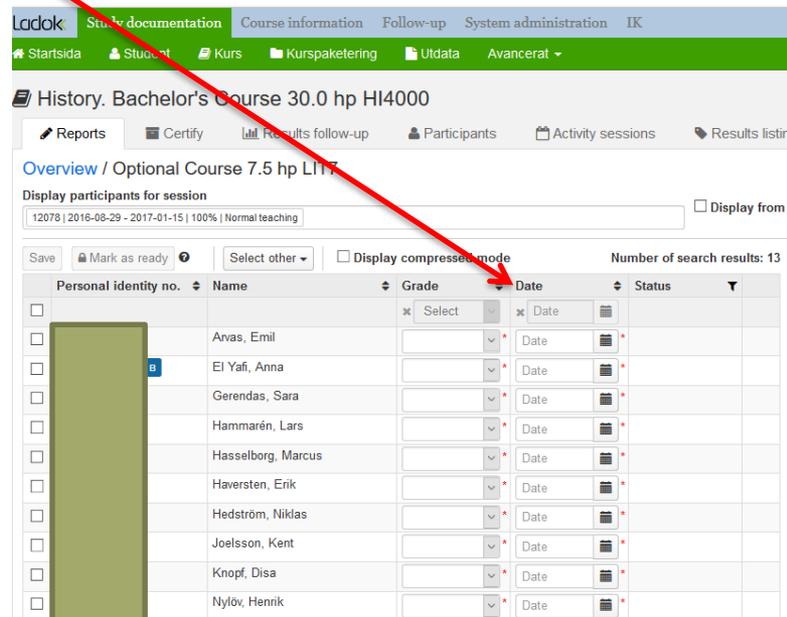
Examination date:

When a student completes the course/module.

Ex 1: A student participates in a written examination 5 Nov. The teacher reports results 23 Dec. Examination date = 5 Nov

Ex 2: A student finishes a course spring 2017 but one mandatory part of a module is missing. The student returns autumn 2017 and completes the missing part 7 Oct 2017. Examination date = 7 Oct 2017.

Ex 3: The student receives grade Fx and needs to complete a home assignment. Original examination date was 10 Sep 2017. The student receives Fx with examination date 10 Sep 2017. The student hands in the complement 20 Sep 2017 and the home assignment is approved with grade E. Examination date for grade E = 20 Sep 2017.



History: Bachelor's Course 30.0 hp HI4000

Overview / Optional Course 7.5 hp LIT7

Display participants for session: 12078 | 2016-08-29 - 2017-01-15 | 100% | Normal teaching

Personal identity no.	Name	Grade	Date	Status
	Avas, Emil	Select	Date	
	El Yafi, Anna		Date	
	Gerendas, Sara		Date	
	Hammarén, Lars		Date	
	Hasselborg, Marcus		Date	
	Haversten, Erik		Date	
	Hedström, Niklas		Date	
	Joelsson, Kent		Date	
	Knopf, Disa		Date	
	Nylöv, Henrik		Date	

# Reporting results – user roles and authorisations in Ladok

- **Administrator** – Ad teachers and examiner to courses/sessions. Can prepare results listings.
- **Result reporter/Teacher** - rapport grades into Ladok. Can prepare results listings.
- **Examiner (decision-maker/certifyer)**- certifies grades in Ladok. This is the same as signing archive lists.

# Education environment

Check in with your university account

<https://www.utb3.ladok.se>

Webbläsare:



Safari



Mozilla Firefox



Chrome



OBS!! Inte Internet Explorer  
eller Edge

# Start page: My courses/My certifications

Ladok Studiedokumentation Utbildningsinformation Uppföljning Systemadministration Hjälp

Startsida Student Kurstillfälle Kurspaketering Aktivitetstillfällen Studentärenden

Personnummer Efternamn Förnamn     Utöka med nationell utsökning  Benämning

▼ Mina pågående ärenden

Ärendenummer	Referens	Inkom	Ärendetyp	Ärendestatus	Personnummer	Namn
Du har inga tilldelade ärenden						

▼ Mina kurser

Visa:

**Algebra I 7.5 hp 1MA004**  
[71101 2017-01-23 - 2017-02-17 100% Normal Campusbaserad utbildning](#)

**Franska - masterkurs 30.0 hp FR775Z**  
[17177 2017-01-16 - 2017-06-16 100% Normal Campusbaserad utbildning](#)

▼ Mina attesteringar

Visa:

**Algebraisk talteori 7.5 hp 1MA207**  
[52104 2015-12-03 - 2016-01-24 100% Normal Campusbaserad utbildning](#) **Klara för attestering på kurs: 1 st**

Here you can see valid courses for which you are added...

- **Result reporter** (teacher)
- **Examinator**. Courses will be shown only when there are something to certify

# Prepare – Results listings

Ladok **Study documentation** Course information Follow-up System administration IC

Home page Student **Session** Course package Activity sessions Student cases

## History. Bachelor's Course 30.0 hp HI4000

Reports Certify Results follow-up Participants Activity sessions **Results listings**

Display results notes for:

12001 | 2016-01-18 - 2016-06-05 | 100% | Normal teaching  Display from all

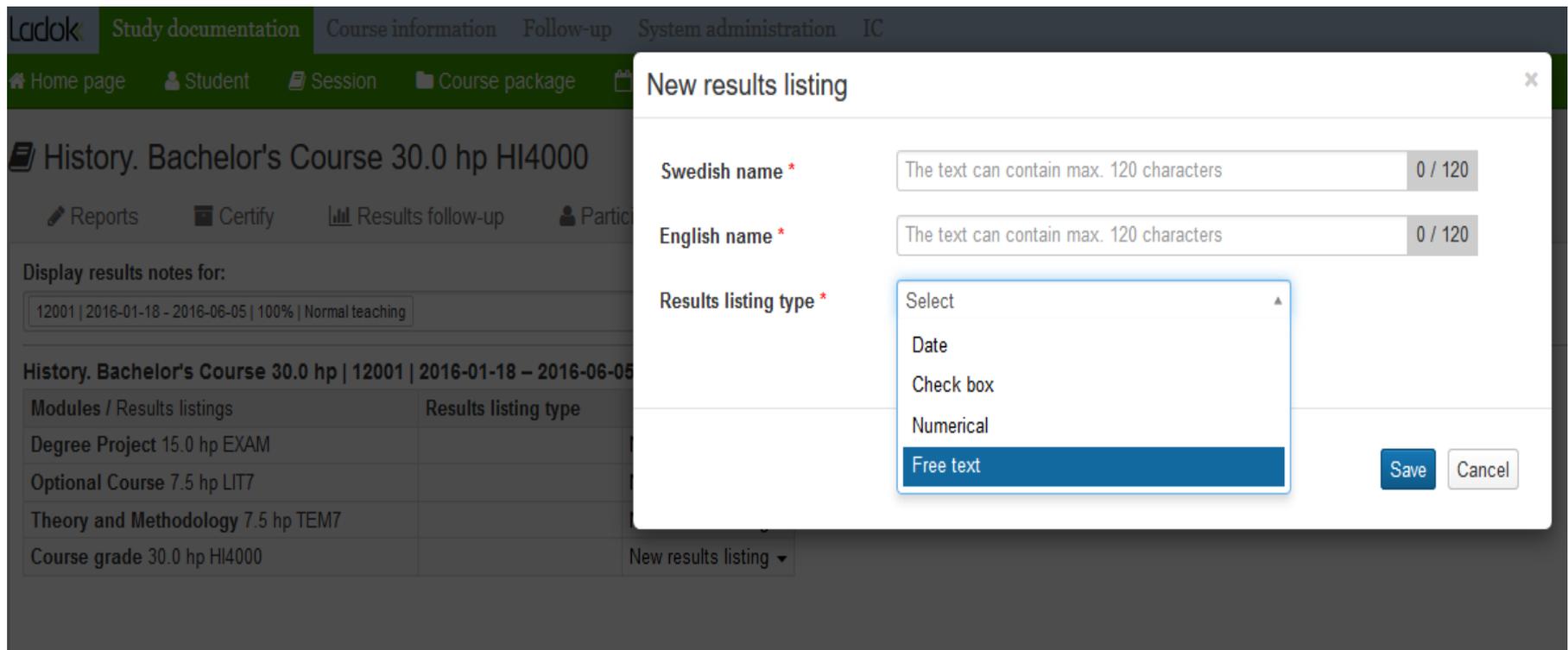
### History. Bachelor's Course 30.0 hp | 12001 | 2016-01-18 – 2016-06-05

Modules / Results listings	Results listing type	
Degree Project 15.0 hp EXAM		New results listing ▼
Optional Course 7.5 hp LIT7		New results listing ▼
Theory and Methodology 7.5 hp TEM7		New results listing ▼
Course grade 30.0 hp HI4000		New results listing ▼

New results listing

New results listing exam credits

# Results listings



The screenshot shows the Ladok interface with a 'New results listing' dialog box open. The background page displays course information for 'History. Bachelor's Course 30.0 hp HI4000' and a table of modules. The dialog box contains the following fields:

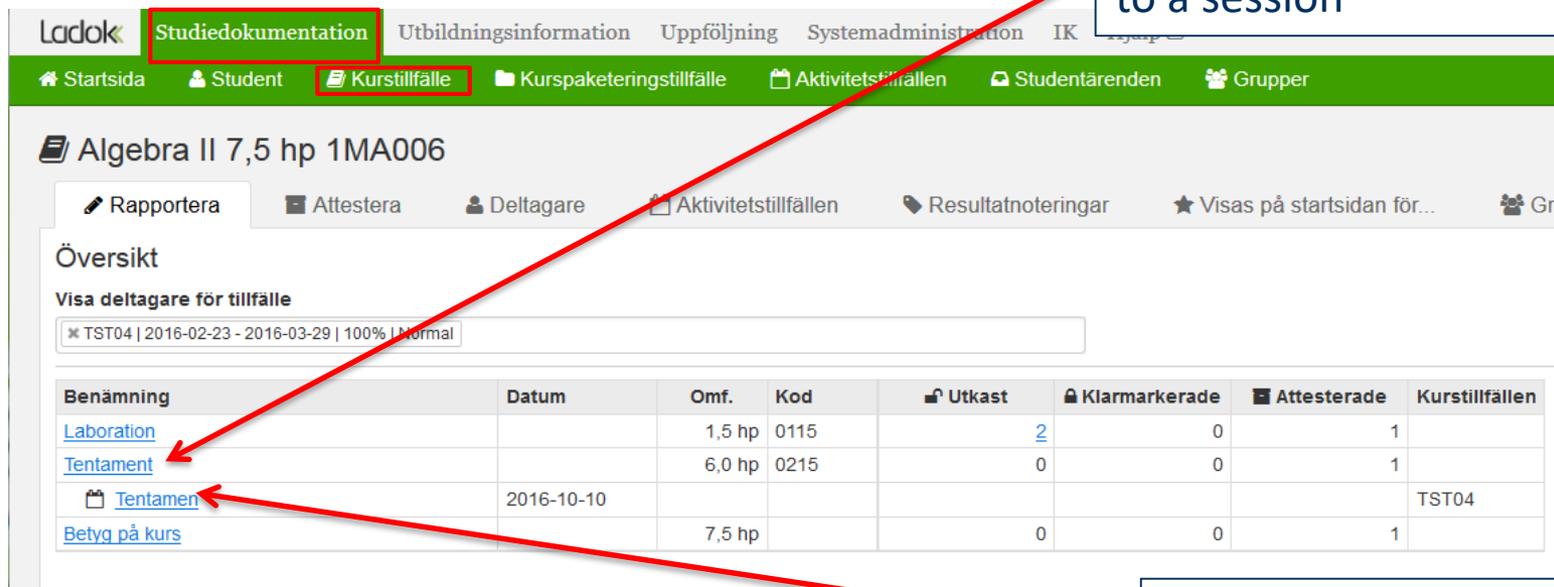
- Swedish name \***: Text input field with a character count of 0 / 120.
- English name \***: Text input field with a character count of 0 / 120.
- Results listing type \***: A dropdown menu with the following options: Select, Date, Check box, Numerical, and Free text (which is currently selected).

Buttons for 'Save' and 'Cancel' are located at the bottom right of the dialog box.

Modules / Results listings	Results listing type
Degree Project 15.0 hp EXAM	
Optional Course 7.5 hp LIT7	
Theory and Methodology 7.5 hp TEM7	
Course grade 30.0 hp HI4000	New results listing ▾

# Module och activity session

Module. Contains a list of all students connected to a session



Algebra II 7,5 hp 1MA006

Översikt

Visa deltagare för tillfälle

TST04 | 2016-02-23 - 2016-03-29 | 100% | Normal

Benämning	Datum	Omf.	Kod	Utkast	Klarmarkerade	Attesterade	Kurstillfällen
<a href="#">Laboration</a>		1,5 hp	0115	2	0	1	
<a href="#">Tentament</a>		6,0 hp	0215	0	0	1	
<a href="#">Tentamen</a>	2016-10-10						TST04
<a href="#">Betyg på kurs</a>		7,5 hp		0	0	1	

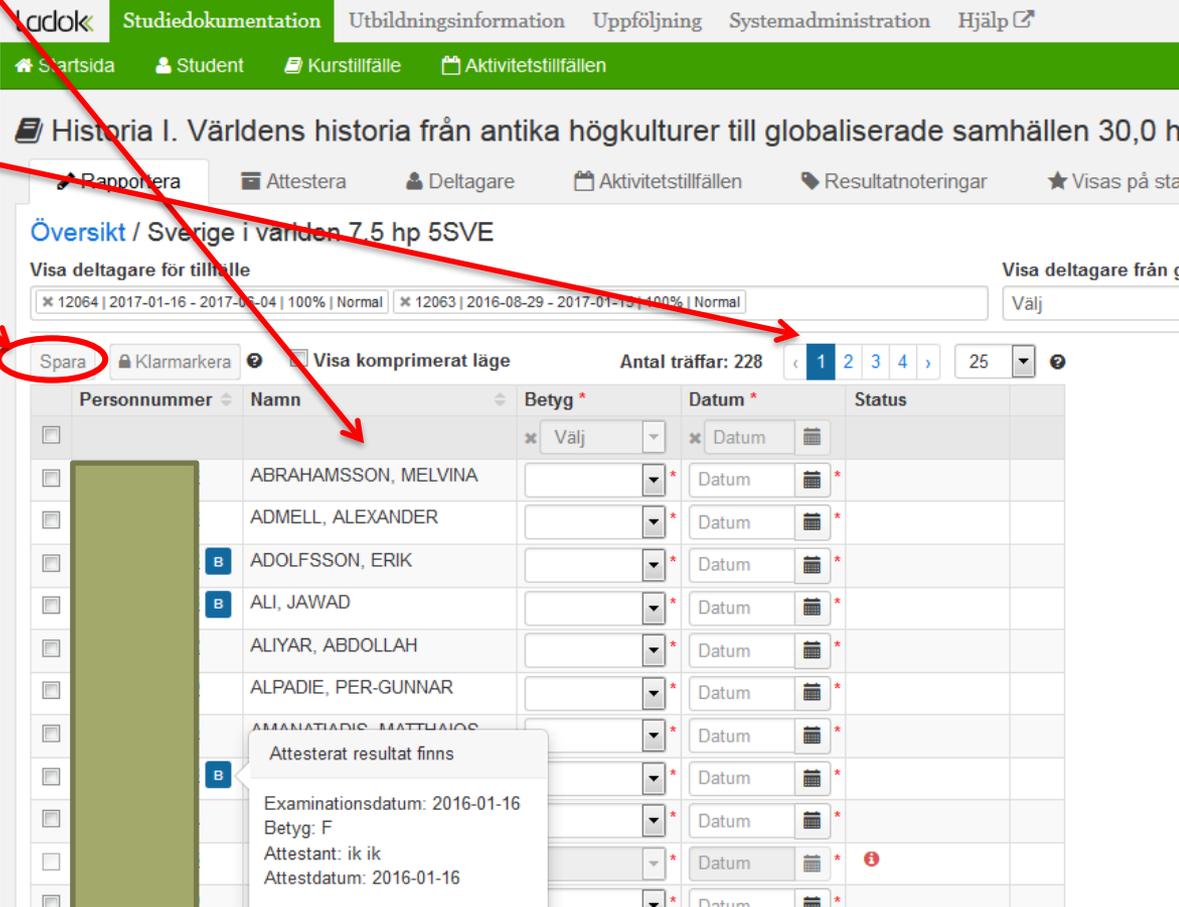
Activity session. List of students enrolled to this activity session

# Report results

All students not passed,  
connected to this session

To continue, first save and then  
change page

Ctrl F = search for a student.



Ladok Studiedokumentation Utbildningsinformation Uppföljning Systemadministration Hjälp

Startsida Student Kurstillfälle Aktivitetstillfällen

Historia I. Världens historia från antika högkulturer till globaliserade samhällen 30,0 h

Rapportera Attestera Deltagare Aktivitetstillfällen Resultatnoteringar Visas på sta

Översikt / Sverige i världen 7.5 hp 5SVE

Visa deltagare för tillfälle

12064 | 2017-01-16 - 2017-06-04 | 100% | Normal 12063 | 2016-08-29 - 2017-01-13 | 100% | Normal Valj

Spara Klarmarkera Visa komprimerat läge Antal träffar: 228 1 2 3 4 25

Personnummer	Namn	Betyg *	Datum *	Status
	ABRAHAMSSON, MELVINA	Välj	Datum	
	ADMELL, ALEXANDER		Datum	
	ADOLFSSON, ERIK		Datum	
	ALI, JAWAD		Datum	
	ALIYAR, ABDOLLAH		Datum	
	ALPADIE, PER-GUNNAR		Datum	
	AMANATADIS, MATTHAIOS		Datum	
	Attesterat resultat finns		Datum	
	Examinationsdatum: 2016-01-16		Datum	
	Betyg: F		Datum	
	Attestant: ik ik		Datum	
	Attestdatum: 2016-01-16		Datum	

# Report results

Ladok Studiedokumentation Utbildningsinformation Uppföljning Systemadministration Hjälp

Startsida Student Kurstillfälle Aktivitetstillfällen

Historia I. Världens historia från antika högkulturer till globaliserade samhällen 30,0 hp HI1011

Rapportera Attestera Deltagare Aktivitetstillfällen Resultatnoteringar Visas på startsidan för... Grupper

Översikt / Sverige i världen 7,5 hp 5SVE

Visa deltagare för tillfälle

Visa deltagare från grupp

Visa

1 2 3 25

Personnummer	Namn	Betyg *	Datum *	Status
<input checked="" type="checkbox"/>	ALI, JAWAD	D	2017-02-01	Utkast
<input type="checkbox"/>	ALIYAR, ABDOLLAH	B	Datum	Utkast
<input checked="" type="checkbox"/>	AMANATIADIS, MATTHAIOS	A	2017-02-01	Utkast
<input type="checkbox"/>	ANDERSSON, MALIN		Datum	
<input type="checkbox"/>	ATKINSON, JOSEPH		Datum	
<input type="checkbox"/>	BERGMAN, LINA		Datum	
<input type="checkbox"/>			Datum	
<input type="checkbox"/>			Datum	
<input type="checkbox"/>			Datum	
<input type="checkbox"/>			Datum	

Attesterat resultat finns

Examinationsdatum: 2016-05-31  
Betyg: F  
Attestant: ik ik  
Attestdatum: 2016-05-31

2. 1. Ad sessions  
2. Filter on Group  
3. The box is automatically checked when a result is reported.

# Report results of more than one session or choose session

Ladok Studiedokumentation Utbildningsinformation Uppföljning Systemadministration Hjälp Steniu

Startsida Student Kurstillfälle Kurspaketering Aktivitetstillfällen

## Historia - kandidatkurs 30,0 hp HI4000

Rapportera Attestera Deltagare Aktivitetstillfällen Resultatnoteringar Visas på startsidan för...

Grupper

### Översikt

Visa deltagare för tillfälle

Klarmarkerade	Attesterade	K
0	0	
0	0	
0	0	
0	0	

12079 | 2017-01-16 - 2017-06-04 | 100% | Normal

12078 | 2016-08-29 - 2017-01-15 | 100% | Normal

12101 | 2016-08-29 - 2017-01-15 | 100% | Normal

KONV-099C10 | 2016-08-29 - 2017-01-15

12001 | 2016-01-18 - 2016-06-05 | 100% | Normal

12905 | 2016-01-18 - 2016-06-05 | 100% | Normal

KONV-00C592 | 2016-01-18 - 2016-06-05

12906 | 2015-08-31 - 2016-01-17 | 100% | Normal

12977 | 2015-08-31 - 2016-01-17 | 100% | Normal

Choose sessions that you want to include. You can add more sessions by marking them one by one

# Find a student and report results

Ladok **Study documentation** Course information Follow-up System administration IC

Home page **Student** Session Course package Activity sessions Student cases

 Aden, Omar

Overview  Study participation (beta) Study plans Cases/Decisions Student information

Results at the higher education institution 0 hp Filter courses Show as Semester

HIDEK Bachelor's programme in historical studies 180.0 hp

Ongoing HT2014 - VT2017 12760 100% Normal teaching Stockholm

Total within course 0 hp

Name	Scope	Edu. code	Period	State
<a href="#">History I. The history of the world from ancient c...</a>	(0) 30.0 hp	HI1011	HT2014	<input type="checkbox"/> Not completed

Ladok **Study documentation** Course information Follow-up System administration IC

Home page Student Session Course package Activity sessions Student c

 Aden, Omar

Overview  Study participation (beta) Study plans Cases/Decisions

Overview / History I. The history of the world from ancient civilizations to globaliz

Enter modules required for grade Anteckning

Name	Scope	Edu. code	Grade	State
<a href="#">History as an academic discipline</a>	5.0 hp	1VET		
<a href="#">The history of the world I</a>	5.0 hp	2VHI		

2017-10-16 Nya Ladok

# Certify

To receive e-mail-notifications about results to certify you need to enter your e-mail address under My settings/messages.



# My Certifications

Ladok Study documentation Course information Follow-up System administration IC

Home page Student Session Course package Activity sessions Student cases

Personal identity no. Last name First name  Extend with national search Search Name

My ongoing cases

My courses

Display: Semester Autumn semester 2017

**History I. The history of the world from ancient civilizations to globalized societies 30.0 hp HI1011**

[99999 2017-09-10 - 2018-01-14 100% Normal teaching](#)

[12135 2017-09-11 - 2018-01-08 100% Normal teaching](#)

My certifications

**Basic Course in the History of Ideas 30.0 hp IH1200**

[14367 2016-08-29 - 2017-01-15 100% Normal teaching Stockholm](#) Ready for certification: 2 pcs

**Linguistics I 30.0 hp LIN130**

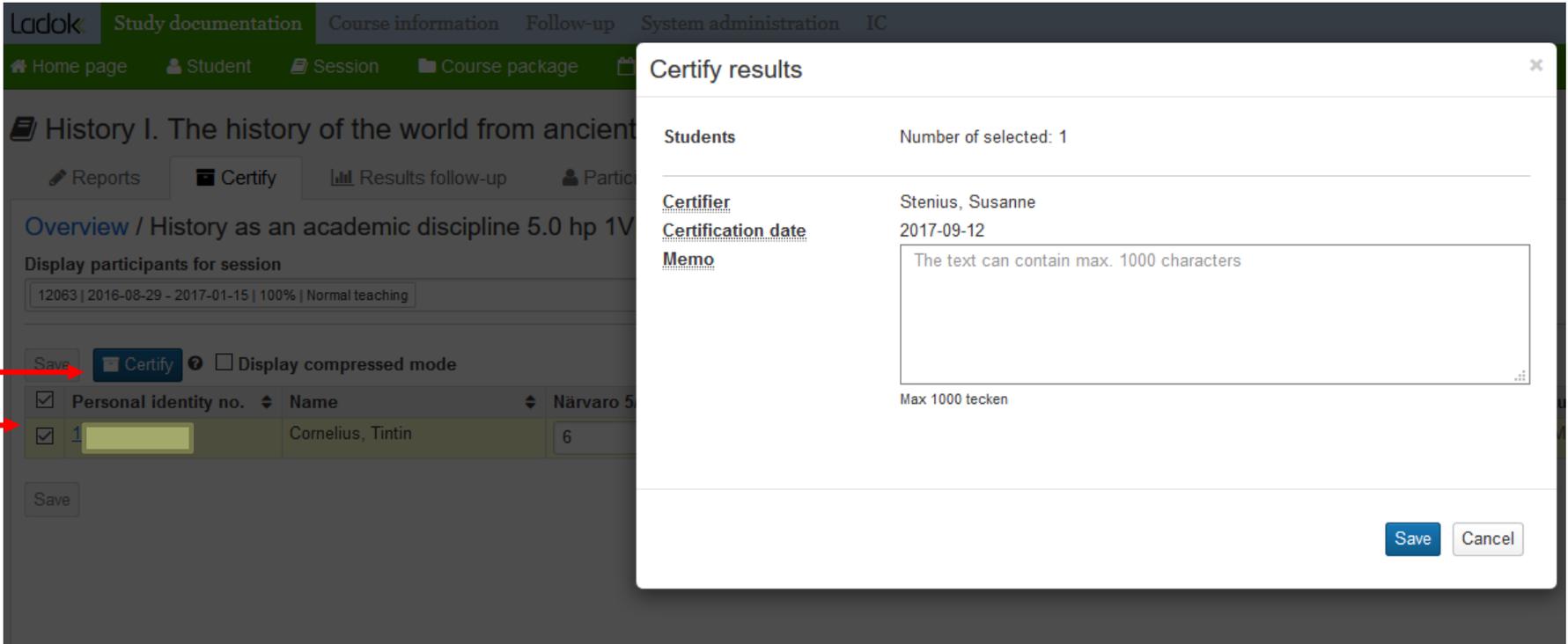
[20996 2016-08-29 - 2017-01-15 100% Normal teaching Stockholm](#) Ready for certification: 1 pcs

**Statistics with focus on Urban and Regional Planning 30.0 hp ST133G**

[39526 2016-08-29 - 2017-01-15 100% Normal teaching Stockholm](#) Ready for certification: 3 pcs

You will find cours-sessions here only when you have something to certify

# My Certifications



The screenshot shows the Ladok interface with a 'Certify results' dialog box open. The background page is for 'History I. The history of the world from ancient' and includes a 'Certify' button. The dialog box contains the following information:

- Students:** Number of selected: 1
- Certifier:** Stenius, Susanne
- Certification date:** 2017-09-12
- Memo:** A text area with the placeholder 'The text can contain max. 1000 characters' and a 'Max 1000 tecken' label.

At the bottom of the dialog box are 'Save' and 'Cancel' buttons. In the background, a table lists participants for certification, with one row highlighted:

Personal identity no.	Name	Närvaro
1 [redacted]	Cornelius, Tintin	6

## More information

- National project
  - <http://www.ladok.se/ladok/nya-ladok/>
- Homepage:
  - <http://www.su.se/nyaladok>
- Blog:
  - <https://ladok3su.wordpress.com/>
- Contact SU:
  - [ladok@su.se](mailto:ladok@su.se)



New Ladok  
week 44  
(28th Oct – 5th Nov)



Stockholms  
universitet

