

PROVA 1

Funzioni del Senato Accademico

I principi che regolano il procedimento amministrativo, ai sensi della legge 241/90

Qual è la differenza tra hardware e software

"I'd love to work there," Alan whispered. "But I never do well at interviews." "Just be confident!" said Alan's mum. Alan rang the bell outside the tall office building. The sign above the bell said 'Super Software Ltd'. Inside the building, Tanya, the company owner, heard the bell.

PROVA 2

Quali sono, ai sensi dello Statuto di Ateneo, i compiti del Senato Accademico

La funzione del "titolare dei dati" in un'amministrazione universitaria

Che cosa è un motore di ricerca

She rubbed her forehead. Alan was the twelfth, and final, candidate. All the other candidates had answered her questions perfectly. Any of them would be a good Junior Software Developer. But she couldn't tell Alan to go away. She had to interview him as well. Tanya read Alan's CV while she walked to the front door.

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PROVA 3

Le funzioni del Consiglio degli Studenti

Cosa si intende per adempimenti sulla trasparenza

Cosa è un indirizzo IP

He had studied at the best school in the country, and all his grades were excellent. 'People like that think they're better than everyone else,' she thought. 'And they're always too confident. Over-confident people make mistakes.' Then she had an idea. 'Alright, Alan,' she thought. 'If you're so clever, I'll make the questions more difficult.'

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PROVA 4

Codice etico e di comportamento

Che cosa è l'autotutela amministrativa

Come si crea un file PDF

'The door opened and Alan shook hands with Tanya. He followed her into a meeting room and they sat down. After some small-talk, Tanya said, "Let's talk about your experience." Alan felt nervous: he didn't have a lot of experience. But then he remembered his mum's advice: 'Be confident!'

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PROVA 5

Il Consiglio di Dipartimento: composizione

Il procedimento amministrativo ai sensi della legge 241/90, con particolare riferimento alla fase dell'iniziativa

Come si crea una cartella in Windows

So he sat up straight, and said, "I have a lot of relevant experience." "Great. Tell me about a time when you accidentally deleted everyone else's files. Why did you do it?" "I've never done that. I would never cause that kind of problem." "You sound very confident about that," said Tanya. "I am."

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PROVA 6

Modalità di nomina del Direttore Generale

Le motivazioni per le quali un'amministrazione può negare una richiesta di accesso agli atti

In cosa consiste un backup

Tanya wrote a note: 'Thinks he never makes mistakes.' "Next," she said, "let's think about a difficult situation." "No problem!" said Alan with a smile. "Imagine that our software has completely stopped working. Would you panic?" Without hesitating, Alan responded: "Not at all.

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PROVA 7

Il Garante di Ateneo

Differenza tra nullità ed annullabilità del provvedimento amministrativo

Che cosa è un browser

First, I would log in and — “In this situation, all our computers have stopped working as well. Now would you panic? ” Alan didn’t pause. “Absolutely not. I would arrange a meeting —” “The problem occurred at midnight. ” “I — I — I would come to the office and —” “You can’t get into the office.

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PROVA 8

Funzioni del Consiglio di Amministrazione

I controlli amministrativi sugli atti

E' possibile ripristinare un file che per errore è stato spostato nel cestino?

We've lost the key. The office is on fire." "Well, in that case, I'd stay calm, and —" "We've discussed this situation enough," Tanya interrupted. She made another note: 'Doesn't take problems seriously.' Thirty minutes later, both Alan and Tanya felt exhausted. "I'm sorry, Alan," said Tanya. "You're not the kind of person I'm looking for.

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PROVA 9

Il Nucleo di Valutazione di Ateneo: modalità di designazione dei membri

- Cosa si intende per "controinteressato" ai sensi della L. 241/90

Che cosa è la PEC? E la differenza con la posta elettronica

Thank you for your time. " Alan looked down. "Thank you for the opportunity," he whispered. Outside the building, Alan called his mum. "I didn't get the job," he said. "I think I was too confident. " "I'm sorry I gave you bad advice," said his mum. "It's ok," said Alan.

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PROVA 10

Percorsi formativi post-lauream

Cause di invalidità di un atto amministrativo

A cosa serve Microsoft Excel

“You were only trying to help. But I should have been honest. I’m not very confident. I don’t have a lot of experience. But I do learn quickly, I do work hard, and I did want the job. Nevermind. At least I don’t have to work with Tanya.” Alan put the phone down, turned around, and saw that Tanya was standing just behind him.

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PROVA 11

Modalità di elezione del Rettore

I vizi del provvedimento amministrativo

Cosa è un server

" Alan put the phone down, turned around, and saw that Tanya was standing just behind him. She was leaving the office to go home. Alan walked away quickly. "Alan! " Tanya shouted. She ran towards him. "I have one more question. " "Uh... ok? " Alan mumbled.

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PROVA 12

Composizione del collegio dei revisori dei conti e relativa nomina

Il principio di tipicità nei provvedimenti amministrativi

Cosa significa file in sola lettura

“Tell me about a time when you went to an interview at Super Software Ltd. ” Alan laughed. “I pretended to be someone that I’m not. It didn’t go well. ” Tanya held out her hand. “You admitted that you made a mistake. So can I. ”

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PROVA 13

Incompatibilità e decadenza da membri del Senato Accademico

Il principio di pubblicità degli atti amministrativi

Come si inseriscono le immagini in un documento di Microsoft Word

"This is a very fine clock," said Lawrence's friend, stopping in the hallway. "Of course, you're a collector," Lawrence replied. He gave his friend the drink. "Where did you get it?" "It was my dad's. He collected clocks too. He bought them at auction, even if they were old and broken and dirty.

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PROVA 14

Diritto allo studio ai sensi dello Statuto di Ateneo

Comunicazione di avvio del procedimento

Che cosa è un font

Then he fixed them and made them beautiful again. This was his favourite. " "But I thought your father left you nothing in his will? " "That's not completely true. When he died, my brothers and I met his lawyer..."

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PROVA 15

Composizione del Senato Accademico

Cosa è il Piano integrato di attività e organizzazione (PIAO)

Nell'invio di una mail cosa significa il campo CC e CCN? A cosa servono?

Thirty years earlier, the three brothers sat down in the lawyer's office. "Just tell us what he's giving us," said Lawrence's older brother. The lawyer turned the paper over, and read aloud: "My house and all my belongings shall be auctioned. The money shall be given to my sons..." "Hooray!" said Lawrence's younger brother. "...who must decide which charity to donate it to."

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PROVA 16

Il Direttore di Dipartimento

Istituti di semplificazione previsti dalla legge 241/90

Come si procede alla stampa di un documento da PC

“Charity?” “I suggest we donate it to medical research,” said Lawrence. “Dad’s disease was —” “Whatever,” said the older brother. “You decide. ” The lawyer coughed. “There is something else,” she said. She continued reading: “Before the auction, each son may choose any one item to keep for sentimental reasons. ”

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PROVA 17

Proclamazione degli eletti e nomina del Senato Accademico

Il procedimento amministrativo ai sensi della legge 241/90, con particolare riferimento alla fase decisoria

Un file con estensione .jpg indica quale tipo di contenuto

"I'm taking the TV," said the younger brother immediately. "I am now dead," the lawyer continued, "but I have one last piece of advice for my sons. There's —" Lawrence's brothers ran out of the room. Seconds later, he heard their cars drive away. "There's nothing more valuable than good memories," the lawyer finished, raising her eyebrows.

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PROVA 18

Il Codice etico e le sanzioni previste in caso di violazione

Il procedimento amministrativo ai sensi della legge 241/90, con particolare riferimento alla fase dell'istruttoria.

In che cosa consiste l'operazione di download

"What did your brothers take?" asked Lawrence's friend, thirty years later. "Did your younger brother really choose the TV?" "It was a really nice TV. It was gigantic, and it had high-quality speakers. Maybe it was sentimental for him. Dad loved science-fiction films. Although... did my brother ever watch any with him? I don't remember now."

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PROVA 19

Il Comitato Unico di Garanzia per le pari opportunità

Il silenzio amministrativo e i suoi possibili significati

Che cosa si intende per “cella” di un foglio di calcolo; quali elementi può contenere e quale è la sua funzione

“And your older brother?” “Dad’s car. He crashed it two weeks later.” “And you chose this clock?” “My dad would take clocks apart, fix every piece, and put them together again. I helped by bringing different tools, and he taught me how everything worked. We worked on this clock for weeks, when I was about fourteen. Those are good memories.”

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PROVA 20

Incompatibilità e decadenza dei membri del Consiglio di Amministrazione

L'efficacia dell'atto amministrativo

Come si sommano due o più caselle in Microsoft Excel

"But, Lawrence, do you realise how good your choice was? This is a Ludovic Évrard Horstenbach clock! It must be the only one in the world that's in complete working condition. Lawrence, you could sell it for millions!" "I know. Someone else also told me that... about twenty-six years ago."

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PROVA 21

Il Collegio di Disciplina, ai sensi dello Statuto di Ateneo

Le varie forme di accesso agli atti previste nell'ordinamento

In informatica, che cosa è un virus

"Someone else also told me that... about twenty-six years ago." "Sweet dreams, darling," said Dorothy's mum. She switched off the light and closed the door. Dorothy felt safe. Her pillow was soft and her duvet was thick and warm. Around her bed were her favourite toys: lots of different kinds of aeroplanes.

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PROVA 22

Quali sono gli Organi di Governo dell'Ateneo e le relative funzioni

Differenza tra annullamento d'ufficio e revoca

L'estensione .doc che tipo di file identifica

It was her dream to become a pilot. She closed her eyes, then she opened them again. She had heard a sound under her bed. She didn't believe in monsters. So she got out of bed and looked under it. There were two large white eyes looking at her.

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PROVA 23

Libertà di Ricerca e di insegnamento, ai sensi dello Statuto di Ateneo

La nullità del provvedimento amministrativo

Come si numerano le pagine in Microsoft Word

Dorothy gasped. The monster made a squeaking sound and ran towards the window. Dorothy could see it in the moonlight. It looked like a big ball of hair with two bright eyes. "Don't be frightened," said Dorothy. "I'm a human. What are you?" "I don't know what I am," said the monster.

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PROVA 24

Doveri del personale, ai sensi dello Statuto di Ateneo

Il procedimento amministrativo ai sensi della legge 241/90, con particolare riferimento alle fasi in cui lo stesso si articola

Come si applicano grassetto, corsivo e sottolineatura in Microsoft Word

It had a squeaky voice. "I live under beds. Everyone is scared of me. When someone finds me, I have to find a new bed. " "You can live under my bed," said Dorothy. "Are you hungry? What do you eat? " "Dust, hair, fingernails..." "Eww! " Dorothy giggled.

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PROVA 25

Modalità di elezione dei rappresentanti in Consiglio di Amministrazione

Definizione di atto amministrativo

Come si rinomina un file o una cartella

"Spiders, flies," the monster continued, giggling too. "Woodlice, ants..." "Stop it!" Dorothy laughed. "Who are you talking to?" called Dorothy's mother. "I was dreaming!" Dorothy shouted. She and the monster couldn't stop laughing. Twenty years later, Dorothy relaxed in her seat. It was a beautiful day.

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PROVA 26

Incompatibilità e decadenza dalla carica di Rettore

Ai sensi della legge 241 del 1990, ai fini del diritto di accesso ai documenti amministrativi, cosa si intende per "interessati"

Come si inserisce una nuova colonna in Microsoft Excel

There were a lot of clouds, but Dorothy could feel the sun on her skin, because she was above the clouds. "All systems are normal," she said to the co-pilot. "We are on course and will arrive on time." "No storms have been reported," said the co-pilot. "This will be an easy, normal flight."

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PROVA 27

Il Nucleo di Valutazione di Ateneo: compiti

Cosa si intende per silenzio-assenso e silenzio-rifiuto

Cosa si intende per "giustificato" in Microsoft Word

Oh my god, what is that? " Dorothy's monster had jumped onto her lap. "Get back in my bag! " Dorothy said quickly. "But I miss you! " the monster squeaked. "Shoo! " The monster jumped back in. "Was that a cat? You can't bring your pet into the cockpit!

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PROVA 28

Indizione delle votazioni del Direttore di Dipartimento

La motivazione dell'atto amministrativo

Cosa si intende per desktop e barra delle applicazioni

"You're imagining things," Dorothy said. "I didn't see anything." "This is very serious," said the co-pilot. He called the senior air hostess, and she came into the cockpit. "Please look in Dorothy's bag." As soon as the air hostess opened the bag, the monster jumped out.

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PROVA 29

Costituzione e disattivazione dei Dipartimenti

Gli elementi dell'atto amministrativo

A cosa serve il programma Microsoft Outlook

The air hostess screamed, and the co-pilot got out of his seat. He tried to catch the monster, but it bounced all over the cockpit. "Leave it alone!" Dorothy cried. The air hostess tried to kick it, but she kicked Dorothy's controls by accident. The plane sped up.

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PROVA 30

La Giunta di Ateneo

L'esecutività del provvedimento amministrativo

Qual è la differenza tra salva e salva con nome in Microsoft Word

"STOP!" Dorothy shouted. She grabbed the monster and put it on her head. "You idiots!" Dorothy shouted. "You're attacking my wig!" "Your wig?" cried the air hostess. "But it was jumping!" "It's an elastic wig!" said Dorothy, thinking quickly. "It has a rubber base."

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PROVA 31

Pro-Rettore Vicario

Quali tipi di responsabilità giuridica sono configurabili in capo alla Pubblica Amministrazione

A cosa serve il comando interruzione di pagina in Microsoft Word

So it sticks to my head. " "But you don't need a wig! " said the co-pilot. "You have plenty of hair! " "I want to change my hairstyle. Do I need your permission? " The co-pilot returned to his seat. The air hostess put her hat back on.

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PROVA 32

Le incompatibilità alla carica di Rettore:

I rimedi giuridici disponibili per contestare una decisione amministrativa

Nella posta elettronica cosa è lo spam

Later on, she wondered: Did the pilot's wig have eyes? Fifty years later, Dorothy got into bed and under her warm duvet. She read a book for a little while. It was one of her favourites, about travelling the world. Eventually, she put the book down. The house was very quiet.

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PROVA 33

Validità delle sedute e delle delibere degli Organi collegiali, ai sensi dello Statuto e del Regolamento Generale di Ateneo

Quali sono le modalità di accesso ai documenti amministrativi

Quali sono le sono le combinazioni rapide da tastiera per i comandi copia-incolla e taglia

“Goodnight,” she said. Slowly, the monster came out from under the bed. It sat on her lap. All of its hair was grey. Dorothy stroked it. “Sweet dreams, Dorothy,” croaked the monster. It went back under her bed, and Dorothy switched off the light. The taxi arrived and Jennifer got inside.

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PROVA 34

Organizzazione amministrativa, ai sensi dello Statuto dell'Ateneo

L'eccesso di potere

Che cosa è l'interlinea in Microsoft Word

She opened her Tourist's Guide book. "I want to see The Dancers' Statue," she said, reading the page. The taxi driver turned around. He was a young man with bright eyes and messy hair. "Whose statue? " Jennifer showed him her book. "When was this published? It doesn't even have pictures," he laughed.

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PROVA 35

I Dirigenti, ai sensi dello Statuto di Ateneo

Cosa sono eccesso di potere, incompetenza e violazione di legge

Cosa significa zippare un file

He looked on the back. "Nineteen eighty-six!" "It's a classic guide for tourists!" Jennifer explained. "It's much more authentic." "You should take it to the Museum, they'll love it." "If you don't know where the statue is, just tell me." "I know every inch of this city," said the driver.

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PROVA 36

Il Consiglio di Dipartimento: funzioni

I requisiti di efficacia dell'atto amministrativo

A cosa serve il programma Microsoft Powerpoint

"I've lived here all my life. " "Which began after nineteen eighty-six," said Jennifer. "Listen, we're proud of our history. The statue is still there, but the name must have changed. Can you describe it for me? " "Why? There are hundreds of statues in this city! " "I said I know every inch of it.

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PROVA 37

La composizione del Consiglio degli Studenti

Differenza tra atto amministrativo e provvedimento amministrativo

Qual è il comando per localizzare una particolare frase o parola in Microsoft Word

“You don’t believe me?” “Well... I saw a photo in the library. But what can I say? It’s made of stone. The dancers are dancing. They are wearing traditional clothes. ” The driver thought about it. “There are eight statues it could be,” he said at last. Jennifer looked impressed, but sceptical.

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PROVA 38

Modalità di elezione del Consiglio degli studenti

Quali sono i vizi di legittimità del provvedimento amministrativo

Che cosa è un antivirus e a cosa serve

"You still don't trust me? Alright, listen. I'll take you to each of the eight statues, one by one. If we don't find the right one, you won't pay anything. Deal?" The driver offered his hand. Jennifer laughed, and shook it. "Hugh," said the driver. "Jennifer.

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PROVA 39

Il Collegio dei Revisori dei Conti

Nozione di interesse legittimo e di diritto soggettivo e differenze

Che cosa è un file PDF e per cosa si utilizza

It was a beautiful day, and Jennifer enjoyed seeing the city through the window. Hugh talked about the city as they drove. Because of him, she noticed amazing details and appreciated the city like a native. Soon, Jennifer put her book away. The first statue wasn't the right one, but Hugh was still smiling.

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PROVA 40

Natura e fini dell'Università

Quali sono i ricorsi amministrativi

Un file con estensione. p7m che tipo di documento contraddistingue

"You're in luck," he said. "Now you'll see the river, on the way to statue number two. " "Not this one either," said Jennifer when they arrived at the second statue, and again when they arrived at the third. "Even better," said Hugh. "Next, we can take a shortcut through some beautiful streets, and we'll pass the old church.

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PROVA 41

Elettorato attivo e passivo nelle votazioni del Direttore di Dipartimento

Gli accordi tra pubbliche amministrazioni, ai sensi della L. 241/90

In informatica che cosa è il phishing

" Jennifer's tour of the city continued. By the time they arrived at statue number eight, it was sunset. "That's not it either!" said Jennifer with a laugh. Hugh didn't charge Jennifer for the journey. He apologised for failing to find the statue. "Please, don't apologise," said Jennifer.

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PROVA 42

Compiti del Direttore Generale

L'annullamento d'ufficio del provvedimento amministrativo

Nei programmi per windows la sequenza ctrl + C a quale operazione è normalmente associata

“Listen, I’ve made you drive all over the city, and I didn’t even pay. Can I buy you dinner?
” There was a little restaurant just across the road. They were given a table quickly, and Hugh helped Jennifer to understand the menu. Soon, they were both enjoying some delicious local food, and talking happily.

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PROVA 43

Il Rettore: durata in carica e funzioni

Il responsabile del procedimento amministrativo e i suoi principali compiti

Come si inserisce una intestazione o piè di pagina in Microsoft Word

"I have to tell you something, Jennifer," said Hugh, as they drank coffee that evening. "I should have stopped working at midday. I just... didn't want to say goodbye." "I have to tell you something as well," said Jennifer, looking at him over her cup. "The Dancers' Statue... it was the second one."

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PROVA 44

Compiti del Consiglio degli Studenti, ai sensi dello Statuto di Ateneo

Cos'è il giudizio di ottemperanza

Come si inserisce una tabella in Microsoft Word

" There were no other cars on the road that night. Adrian was driving home through a large forest, feeling sad and lonely. Between the trees it was completely dark. He turned on the radio, but there wasn't any signal. So he started to sing an old song from his youth.

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PROVA 45

Il Rettore: elettorato passivo

Definizione di provvedimento amministrativo

Come si inserisce un collegamento ipertestuale in Microsoft Word

He sang the final line at the top of his voice: "My heart will – always – be – with you!" When he finished, the silence seemed the loudest sound of all. Adrian stopped the car suddenly. A car had crashed into a tree on the side of the road.

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PROVA 46

Elezione del Direttore di Dipartimento

Entro quanto tempo la PA deve concludere il procedimento

Come si utilizza la funzione trova e sostituisci in Microsoft Word

Adrian got out. "Are you alright?" he shouted. He looked inside the car. It was empty. The driver's door was open. Adrian called the emergency services. "Hello, what is the emergency?" "Someone has crashed on the side of the road. They've left their car and I don't know where they are."

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PROVA 47

Decorrenza e durata dei mandati e delle cariche, ai sensi dello Statuto e del Regolamento Generale di Ateneo

L'aggravamento del procedimento amministrativo: in quale caso la legge n. 241/1990 lo ammette

Come si crea un file PDF

" He gave his location. "Thank you sir. We know that road. A lot of crashes happen there. We'll be there soon. Were you driving alone, sir?" "Yes, I – I was just driving home."
" "And where is your home, sir? I need the information to file a complete report.

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PROVA 48

I fini principali dell'Università degli Studi di Perugia, così come indicati nello Statuto di Ateneo

Le conseguenze del mancato rispetto del termine per il completamento di un procedimento amministrativo

A cosa serve il programma Microsoft Word

" After Adrian gave his address, there was a long pause. "That address doesn't match any of my records, sir. " "What? — Oh, maybe you have my old address. " He gave it. "That's a nice town, sir. Is that where you were driving from this evening? " "Yes — I was visiting my parents.

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PROVA 49

Modalità di svolgimento delle votazioni e presentazione delle candidature alla carica di Direttore di Dipartimento

Trasparenza e riservatezza delle informazioni sensibili durante il processo di accesso agli atti

Come si crea un nuovo foglio di calcolo in Microsoft Excel

That's my parents' address. Is this important? " "You said you were driving home, sir. But that's not true, is it? " "What do you mean? " "You were driving to the place where you live, in the city. But the city isn't your home, is it? You didn't grow up there.

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PROVA 50

Delegati e Sotto-delegati del Rettore

L'accesso civico nel d.lgs 33/2013 e s.m.i.

Qual è la differenza tra grafico a torta e un grafico a colonne in Microsoft Excel

You didn't learn to ride your bike there, or play in the fields with your parents, or sing with your friends. The truth is, you were driving away from your home. " "What is this?" shouted Adrian, feeling frightened. "Who are you? Is this the emergency services?"

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PROVA 51

Il Rettore: durata e cessazione dalla carica

Gli obblighi di pubblicazione previsti dal d.lgs 33/2013 per le amministrazioni pubbliche

Come si assegna un nome a un foglio di lavoro in Microsoft Excel

" The other person ended the call. Adrian was terrified. What was going on? He looked all around. Was someone watching him? But he was still alone in the dark. Then, Adrian heard a sound that made him freeze. "— heart will always be — heart will always be —"
It was the broken radio in the crashed car.

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PROVA 52

Quali sono i Regolamenti di Ateneo ai sensi dell'art. 53 dello Statuto

Il provvedimento amministrativo e la relativa motivazione

Che cosa si intende per sistema operativo

Adrian turned quickly. He looked at the car again. He could see the driver now, in the car's mirror. The man was dead in his seat. Adrian looked at the man for a long time. Then he stared along the road, towards the city. Finally, he turned around, and began to walk home.

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PROVA 53

Designazione dei componenti del Consiglio di Amministrazione, ai sensi del Regolamento generale di Ateneo

La differenza tra accesso civico e accesso civico generalizzato

Come si allega un file ad un messaggio di posta elettronica

"It's definitely an alien language," Alison confirmed. The General nodded silently. Alison was standing inside a secret military base. There was computer equipment everywhere. There were two soldiers with guns standing by the door. Alison was an expert linguist. As soon as the satellites had received the strange signal, the military had brought her to the base.

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PROVA 54

Composizione del Consiglio di Amministrazione

L'istituto dell'accesso ai documenti amministrativi, ai sensi della L. 241/90

Come si riconosce una e-mail di phishing

"This is a matter of extreme importance to the whole planet," said the General. "It's the President's top priority. Name anyone you need, and I'll get them on your team. We need to understand what that message says. " Alison gave him a list of researchers she'd worked with in the past.

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PROVA 55

Quali sono, ai sensi dello Statuto di Ateneo, i compiti del Consiglio di Amministrazione

Quali sono i tipi di responsabilità della PA

Quale è la differenza tra eliminare un file e svuotare il cestino

The General left. The soldiers saluted. Alison and her team worked day and night to decode the alien message. At first, progress was slow. Then, they began to make breakthroughs. They learned to understand the alien language's unusual grammar. One by one, the words began to make sense. A few weeks later, Alison reported to the General.

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PROVA 56

Il Rettore: elettorato attivo

Cosa si intende per procedimento ad evidenza pubblica

Come si impostano margini e orientamento in Microsoft Word

“We’ve finished the translation,” said Alison timidly, looking at her feet. “It says —” “Stop right there,” the General interrupted. “You should tell the President, not me.” The next day, the President arrived with an army of advisors, ministers and journalists. She shook hands with everyone, then she sat down behind a large table.

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PROVA 57

Modalità di elezione dei rappresentanti nel Senato Accademico

I requisiti di legittimità del provvedimento amministrativo

Come si allinea il testo in Microsoft Word

"That's your cue," said the General. He pushed Alison forward. Alison sat down opposite the President. The cameras flashed. "Alison, the whole world thanks you and your team for your diligent work to determine the meaning of this alien signal," said the President. "Thank you," Alison whispered into the microphone.

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PROVA 58

Quali sono gli Organi del Dipartimento e le relative funzioni

Cosa sono gli accordi integrativi o sostitutivi del provvedimento (Legge 241/90)

Come si modifica l'interlinea in Microsoft Word

"Tell us straight away: is it a message of war?" "No," said Alison, without looking up. The journalists cheered and clapped. "Then it is a message of peace!" she said, smiling. "No," said Alison. The applause died down. The journalists began to murmur. "Well, what does it say?"

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PROVA 59

Quali sono gli organi di controllo dell'Ateneo e le relative funzioni

Il principio di imparzialità della pubblica amministrazione

Che cosa è una formula e a cosa serve in Microsoft Excel

" said the President at last. Alison gulped, and took a deep breath. "The local services will not collect rubbish bins that are too full." "Hi, I'm moving in today," said Jeremy, smiling. "Oh, me too!" said Victoria, twirling her hair. Jeremy was carrying his suitcase and his guitar.

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PROVA 60

Consulta del personale tecnico-amministrativo, bibliotecario e CEL

I principi di efficienza ed efficacia dell'attività amministrativa

Quali sono gli strumenti utilizzati per una videoconferenza

Victoria was wearing a business suit and was holding lots of papers. They walked into the apartment block together, talking happily. Then they both stopped in front of the same door. They checked their contracts again. It was very clear. They hadn't noticed it before. But it was too late now.

omissis

PROVA 61

Professori a tempo pieno e professori a tempo definito

Iter di approvazione del Bilancio di Ateneo

Come si inserisce una nuova riga in Microsoft Excel?

They were going to be flatmates. "I've never lived with someone else," said Victoria, worried. "I'm sure we'll get along really well," said Jeremy. They didn't get along well at all. Victoria was an entrepreneur, and she needed peace and quiet to plan her business strategy.

omissis

PROVA 62

Il controllo esercitato dal Ministero sugli Statuti di Ateneo

Quali sono gli organi di rappresentanza degli studenti?

Che cosa è e come si usa la funzione copia formato in Microsoft Word?

Jeremy was an aspiring musician, and he played his guitar both day and night. Jeremy liked to keep the house clean, to clear his mind. Victoria was too busy, and left her clothes and plates everywhere. "I've had enough!" shouted Victoria. "Stop playing that awful guitar! You will never be successful".

omissis

PROVA 63

Quali sono i titoli di studio rilasciati dalle Università

Modalità di accesso ai pubblici uffici

“ Come si elimina una riga in Microsoft Excel?

Your music sounds like a donkey fell on the strings! ” “This house is such a mess, I can’t be creative!” Jeremy retorted. “You’re so disorganised, your business will never have any customers. Even if someone gave you some money, you’d lose it under all these clothes!

omissis

PROVA 64

Ai sensi della normativa vigente, quale è l'iter di attivazione e soppressione dei corsi di studio

I pareri facoltativi e obbligatori nel diritto amministrativo

Un file con estensione .xlsx che tipo di documento contraddistingue

They both went to their bedrooms and slammed the doors. In the morning, they agreed: "We'll both move out." Over the next week, they packed their things. They didn't talk. The mood was very strange. Jeremy wanted to play his guitar, but he didn't want to make Victoria even angrier.

omissis

PROVA 65

Quale è l'organo titolare della complessiva gestione e organizzazione dei servizi delle risorse strumentali e del personale tecnico amministrativo dell'Ateneo

Regole generali per il funzionamento degli organi collegiali

Cosa si intende per "stampa PDF"

For the same reason, Victoria cleared up her plates when she finished eating. Finally it was the day they were leaving. Victoria's taxi had arrived. "Don't forget this," said Jeremy, with a little smile. He gave Victoria one of her socks. "Oh, thanks," Victoria replied, looking shy. Victoria walked to the door with her suitcase.

omissis

PROVA 66

Ai sensi dello Statuto di Ateneo, a chi spetta l'iniziativa delle proposte di modifica dello Statuto.

Le conseguenze della illegittimità dell'atto amministrativo

Che cosa è un upload

"Well... goodbye," she said. "Bye," said Jeremy. Jeremy went into his bedroom. He heard the door slam. He sighed. He got out his guitar and he began to play. "She came into my life / Now she's gone away," he sang softly. "When she achieves her dream / I won't be there... to see her smile.

omissis

PROVA 67

Le strutture didattiche definite dallo Statuto di Ateneo

Il trattamento dei dati personali

Come si sposta un file

"I said some awful things / I didn't mean them at all," sang Victoria, out of tune. She had come into the room quietly. "I thought I wanted silence / But I keep singing his songs. " Amelia was in an antiques shop, looking for something to put on her wall.

omissis

PROVA 68

Che cosa si intende per valutazione della qualità della didattica

Quali dati personali sono trattati dalle università

Cosa sono le FAQ?

In the dark at the back, she spotted a beautiful, ancient mirror. It had an ornate frame carved in the shape of a snake with two heads. "You don't want that one," came a harsh voice. It was the antiques dealer. "But I do!" said Amelia. "I want it very much."

omissis

PROVA 69

Quali sono i corsi di studio post-lauream?

I vizi dell'atto amministrativo

In una e-mail indicare a cosa serve il campo oggetto

"I'll pay any price." "Take it!" grumbled the dealer. "There is no price. But it will cost you dearly – in the end!" And the old man rushed into his office, laughing to himself. Amelia had met many antiques dealers. Many of them were even stranger.

omissis

PROVA 70

Ai sensi della normativa vigente, al fine di migliorare la qualità, l'efficienza e l'efficacia dell'attività didattica, di ricerca e gestionale, due o più Università cosa possono fare

Che cos'è la "terza missione" dell'Università

Come si collegano due celle in Microsoft Excel

Delighted with her good luck, she picked up the mirror and left. She brought the mirror home, cleaned it meticulously, and hung it on her bedroom wall. It looked extremely grand. It made her feel like a queen when she got dressed the next morning.

omissis

PROVA 71

Cosa disciplina la legge n.240/2010

Organi eletti e organi designati ai sensi dello Statuto di Ateneo

Che cosa è un file condiviso

A few weeks later, Amelia was looking in the mirror as she got ready for bed. Suddenly, she heard a hissing sound. The next moment, although she didn't move, her reflection turned around and walked away. "Come back!" Amelia exclaimed, in shock. Her reflection jumped with fright and turned back.

omissis

PROVA 72

Ai sensi dello Statuto d'Ateneo, chi partecipa alle riunioni del Consiglio di Amministrazione senza diritto di voto?

La sanatoria dell'atto amministrativo viziato

Come si cambia il font in Microsoft Word

It stared at her, equally surprised. For a moment, they just stood still and looked at each other. "Who are you?" Amelia asked. "I'm me," said her reflection. "I'm Amelia." "No, I'm Amelia," Amelia insisted. "You're my reflection." "I don't mean to be rude," said her reflection, "but that's complete nonsense.

omissis

PROVA 73

Che cos'è la CRUI e qual è il suo ruolo

L'Abilitazione Scientifica Nazionale ai sensi della L. 240/2010

Cosa permette di fare la formula =SOMMA(B1:B10) ?

I don't just live in this room, you know. I've got a whole life. There's a whole world here.
"Well, here too," said Amelia. "But your life is just a reflection of mine. You didn't exist until I put the mirror on my wall." "What are you talking about?"

omissis

PROVA 74

Chi stabilisce l'ordinamento didattico di un corso di studio

Obblighi nel trattamento dei dati personali

Come si cambia la dimensione di un testo in Microsoft Word

"I put the mirror on my wall." The two women stared at each other with frustration. They searched each others' faces, then the beds behind them, the furniture, and the whole room – but everything was identical. "Aha!" cried Amelia at last. "I can prove you are the reflection.

omissis

PROVA 75

Quali sono i compiti del Consiglio di Dipartimento

Chi è il Data Protection Officer (DPO)

Cosa è l'anteprima stampa

"Oh really? " Her reflection crossed her arms. "Yes. I can see the clock on your wall. Number one is to the right of number twelve! Just like in a mirror!" Her reflection thought about this. Then it smiled, picked up a large book, and threw it at the mirror.

omissis

PROVA 76

Verbalizzazione delle sedute degli Organi collegiali

Che cos'è la responsabilità amministrativo-contabile

Quali tipi di dato possono essere inseriti nelle celle di un foglio di calcolo

Amelia sighed. She picked up the pieces of glass and put them in the bin. Roxanne's food blog was one of the most popular cookery websites on the Internet. People loved her blog because it contained only the very best recipes that she'd discovered while travelling the world.

omissis

PROVA 77

L'organo, secondo lo Statuto di Ateneo, che svolge funzioni di governo, di indirizzo strategico e di controllo

Che cosa è la discrezionalità amministrativa

Che cosa è una mailing list

When Roxanne was in China, she knew she had to find the best recipe for Chinese dumplings. And everyone she asked said the same thing. "No one makes better dumplings than Mr Chen," they said. "But he'll never tell you the secret! " Roxanne found Mr Chen's house and knocked on his door.

omissis

PROVA 78

Che cosa sono i crediti formativi universitari (CFU)

Qual è il principio di pubblicità degli atti

E' possibile denominare due file con lo stesso nome?

The eighty-year-old man welcomed her in with a smile. He told her that he enjoyed her blog, and was delighted to make his dumplings for her. When Roxanne tried them, she could believe that they were the best in all of China. They were beautiful and full of delicious flavours.

omissis

PROVA 79

Chi delibera le sanzioni disciplinari nei confronti dei professori universitari?

Il titolare del trattamento e responsabile del trattamento dei dati

Che cosa è una estensione di un file

But when Roxanne asked for the recipe, Mr Chen politely refused. "I promise never to tell anyone else," said Roxanne. "I just want to know the secret!" Mr Chen thought about it. "You have to prove it," he said. "How can I do that?" Mr Chen smiled.

omissis

PROVA 80

Cosa disciplina il Regolamento Didattico di Ateneo

Che cosa è l'ANAC

Che cosa sono le bozze nell'applicativo di posta elettronica

"Mow my lawn for an entire year." "What?" "Nevermind," he said. "If you don't want to know the secret, that's no problem." "I'll do it," said Roxanne. So, Roxanne changed her plans. Her trip to China became a long stay. She learned all about its amazing history, culture and – most importantly – delicious food.

omissis

PROVA 81

I centri di ricerca dell'Ateneo

I motivi di estinzione del rapporto di pubblico impiego

Differenza tra copia e sposta

She wrote blogs about her experiences, and they became the most popular blogs on her website. Every week, she returned to Mr Chen's house and mowed his lawn. Mr Chen watched carefully, to check she did it properly. Then he served a plate of hot dumplings, and they talked for hours about food.

omissis

PROVA 82

I centri di servizio dell'Ateneo

In diritto amministrativo cosa si intende per conflitto di interessi

Cosa si intende per cloud

"Mr Chen, it's been one year," said Roxanne eventually. "It's time to reveal your secret." "I've already revealed it," said Mr Chen. "My secret is hard work. I've made dumplings over a hundred thousand times. That is the only way to make them so delicious. Dedication, practice and time.

omissis

PROVA 83

Cosa è il Consiglio Universitario Nazionale – CUN- e qual è il suo ruolo?

Quali attività rientrano nella terza missione dell'Università

Che cosa è un link?

Why did I make you mow my lawn again and again? Because now you truly understand this secret. "Roxanne was annoyed, amused and appreciative all at once. "You also wanted someone to mow your lawn for free," she said, laughing. Mr Chen offered a plate. "Dumpling?"

omissis

PROVA 84

Il Segretario Amministrativo del Dipartimento

Diritti e doveri del pubblico dipendente

Come si modifica l'intestazione di una colonna in Microsoft Excel

" Clare was a dedicated astronomer, but she was never the first to discover something. Then, one night, she spotted a huge meteor that seemed to be getting closer to the Earth. "It's coming right at us!" she exclaimed. She emailed her colleagues about it, but none of them responded.

omissis

PROVA 85

Votazione nelle sedute degli Organi collegiali

Come si realizza la partecipazione al procedimento amministrativo

Che cosa è la funzione "Annulla" e a cosa serve

So she started phoning them, but the calls all went to voicemail, and no one called back. Eventually, after calling fifty times, one of her colleagues picked up the phone. "You're always saying things like this," said the other astronomer. "And you're always wrong. We don't believe you." But Clare knew she was right.

omissis

PROVA 86

Presidenza e validità delle sedute degli Organi collegiali

Cosa si intende per "dati personali"

Che cosa è la barra di stato in Microsoft Word o Excel

And if no one believed her, the Earth would be destroyed. Clare decided to build a rocket. "I'll save everyone!" she declared. "Even if they don't believe me!" During the day she worked on her rocket. At night, she planned her mission. She would fly to the meteor and destroy it.

omissis

PROVA 87

Qual è il Ministero competente in materia di università e quali funzioni svolge

Illeciti per i quali è previsto il licenziamento disciplinare, ai sensi del decreto legislativo 165 del 2001

Che cosa significa aggiornare una pagina web

Finally, it was the day of the launch. Trembling, Clare climbed into her rocket and soared into space. She flew towards the meteor. It was exactly where she had predicted. "Wait a minute," she said, looking closely through her window. She felt very foolish. It wasn't a meteor.

omissis

PROVA 88

Le funzioni del Direttore di Dipartimento

Modalità di esercizio del diritto di accesso

Che cosa è un filtro in Microsoft Excel?

It was the Space Guard, a famous satellite that had stopped working years ago. "Well, now that I'm here, at least I can do something useful," she said. Clare put on her suit and went into space with her tools. She flew over to the satellite, and began to work.

omissis

PROVA 89

Modalità di svolgimento delle votazioni per l'elezione dei membri della Commissione paritetica per la didattica

Chi è il Responsabile della Prevenzione della Corruzione

Che cosa è la firma digitale

Eventually, she managed to fix the satellite. Feeling embarrassed, she started flying back to Earth. She had pestered all her colleagues, and flown to space, but she was wrong. She didn't look forward to admitting it. When she landed, all her colleagues were there. "I'm back," she said with a sigh.

omissis

PROVA 90

Ai sensi della legge n. 240/2010, chi è competente per valutare il complessivo impegno didattico di professori e ricercatori universitari al fine dell'attribuzione degli scatti triennali dello stipendio

Che cosa è la Conferenza dei servizi

Che cosa è una cartella di lavoro in Microsoft Excel

"I have to apologise. I thought there was a meteor, but —" "We're sorry for not listening to you," said the astronomer she'd spoken to on the phone. "We're lucky that you didn't give up, and you fixed the Space Guard. The satellite immediately identified the meteor you told us about.

omissis

PROVA 91

I centri di servizio: finalità e funzioni secondo la regolamentazione dell'Università degli Studi di Perugia

Cosa sono le scuole di specializzazione

Come si selezionano più file contemporaneamente in Windows

“Fixing the satellite was an excellent plan,” said another astronomer. “Its automatic systems destroyed the meteor quickly. You saved everyone!” Clare had crossed her arms. “Next time, pick up the phone!” she snapped. Edward was the librarian of the quiet city library.

omissis

PROVA 92

Distinzione tra professori a tempo pieno e a tempo definito

Gli elementi essenziali di un verbale delle sedute degli organi collegiali

Come si blocca la prima riga in Microsoft Excel

He lived among books. He gave people books and took them back. But he never read them himself. One day, he found a strange note in a returned book. It contained a riddle. "Hmm," said Edward, intrigued. "This seems like a treasure hunt. If I solve it, I'll be rich!"

omissis

PROVA 93

Delegati del Direttore di Dipartimento

Differenza tra organo e ufficio.

A che cosa serve la funzione "inoltra" nella posta elettronica?

The riddle described a famous statue. Edward went there, and found another note, in the statue's hand. The new note had another riddle, but it also had the title of a book. Edward found the book in the library. He had never read it. But now he read it with interest.

omissis

PROVA 94

Composizione del Consiglio di Dipartimento

Che cosa si intende per danno erariale

A che cosa serve la funzione "rispondi" nella posta elettronica

Once he had read the book, he understood what the riddle meant. It was talking about the old theatre. When he went there, he found another note hidden in the entrance hall. It contained another riddle, and the title of another book. The riddles sent Edward all over the city, and all around the library.

omissis

PROVA 95

Giunta del Dipartimento

I principi dell'azione amministrativa

Che cosa è una cartella

For weeks, he worked hard to read the books and solve the riddles. At last, he found the final clue. It led him to an old tree in the park. Hidden on a branch, he found a final note. It said: "Congratulations! You've solved the riddle of reading."

omissis

PROVA 96

Commissione Paritetica per la Didattica

Cosa si intende per attività di ricerca

Differenza tra la funzione "rispondi" e "rispondi a tutti" nella posta elettronica

Confused and disappointed, Edward returned to the library. He found a woman waiting for him. It was Professor Quill, a retired literature teacher known for her love of riddles. "You see, Edward," said the professor, "the real treasure has always been in your hands – the books!"

omissis

PROVA 97

Corsi di Studio di primo e secondo livello

Differenza tra dati personali e dati sensibili

Cosa permette di fare la formula `=SOMMA(B1;B10)`?

They're full of stories, knowledge and wisdom! " Edward laughed, realizing the truth. He had read the books so he could find the treasure, but he also really enjoyed reading the books. From that day on, every book he read became a treasure.

omissis

PROVA 98

Le differenze tra centri di ricerca e centri di servizio

Qual è la normativa sulla trasparenza nella PA

Cosa permette di fare la formula =MEDIA (B1:B10)”

And from time to time, he'd find another note from Professor Quill, leading him on a new adventure. Mr Thomas lived alone in a quiet town. He was a retired spy, so he kept watch over the neighbourhood. He was always looking for anything suspicious. One day, new neighbours moved in next door.

omissis

PROVA 99

L'iter di approvazione dello Statuto di Ateneo

I termini per la conclusione del procedimento e il potere sostitutivo in caso di inerzia

Cosa permette di fare la formula =CONTA(B1:B10)" ?

Mr Thomas watched them carefully. At first, they seemed like a normal couple. But soon, he saw them doing something strange. Every evening, they went into their garden. They were gardening. Even stranger, they were whispering at the same time. "That's suspicious," Mr Thomas thought, watching them from his window.

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PROVA 100

Elezioni dei rappresentanti del personale tecnico amministrativo nei Consigli di Dipartimento, come da Regolamento generale di Ateneo

Quali sono i finanziamenti per la ricerca universitaria

Cosa permette di fare la formula =CONTA.VALORI(B1:B10)'

"What are they whispering about? They're hiding something. " Mr Thomas decided to investigate. That night, he went into their garden. But he knocked over a spade, and it made a loud noise. His neighbour opened his bedroom window. "Who's there? " he said. "Err... just a cat! " Mr Thomas said, in a moment of confusion.

omissis

PROVA 101

Elezioni del Presidente del Consiglio di Corso di Studio o del Coordinatore, come da Regolamento generale di Ateneo

Che cos'è la valutazione della qualità della ricerca (VQR)

Come si inserisce un grafico in Microsoft Excel?

The next night, he tried to listen through his fence, but he only heard discussions about roses and daisies. "Code words, surely," he thought. "I need more information." So, the next night, he sent his robotic vacuum cleaner under the fence. He had attached a small camera on top.

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PROVA 102

L'organo che svolge funzioni di indirizzo generale, programmazione, coordinamento e raccordo delle attività istituzionali, secondo lo Statuto di Ateneo.

Quali forme di responsabilità esistono nella PA

Che cosa è una cartella compressa

The next morning, he turned on his computer to watch the video. But, the camera had fallen off on the other side of the fence. The video showed eight hours of the same rose. Mr Thomas was losing hope. But then it was all revealed. That afternoon, he saw lots of vans arrive.

omissis

PROVA 103

Come si modifica lo Statuto di Ateneo

Quali organi promuovono la ricerca negli Atenei

Come si copia un file?

Lots of people came out and ran into the neighbours' house. Then, the neighbours came out with them again, and waited in their garden. "Finally, the truth!" Mr Thomas exclaimed, watching closely. The people took a large sign out of the van, and put it in front of the house.

omissis

PROVA 104

L'accREDITAMENTO dei corsi di studio

Che cos'è il GDPR

Quale tipo di file è identificato con .PPT?

It said: "Welcome to the Gardening Show". They brought out big cameras, and turned them on. Everyone clapped, and the couple smiled at the cameras. "They've been getting ready to appear on television!" Mr Thomas said to himself, laughing. When the show came on television, Mr Thomas watched it.

omissis

PROVA 105

Attività mediche e assistenziali ai sensi dello Statuto di Ateneo

La rappresentanza degli studenti negli Organi di Ateneo

Come si dividono le celle in Microsoft Excel?

I just returned from the greatest summer vacation! It was so fantastic, I never wanted it to end. I spent eight days in Paris, France. My best friends, Henry and Steve, went with me. We had a beautiful hotel room in the Latin Quarter, and it wasn't even expensive. We had a balcony with a wonderful view.

omissis

PROVA 106

Ai sensi dello Statuto d'Ateneo, chi partecipa alle riunioni del Senato accademico senza diritto di voto?

Qual è il ruolo dell'ANVUR nella valutazione della ricerca?

Come si inserisce un numero progressivo in un elenco in Microsoft Word?

We visited many famous tourist places. My favorite was the Louvre, a well-known museum. I was always interested in art, so that was a special treat for me. The museum is so huge, you could spend weeks there: Henry got tired walking around the museum and said "Enough! I need to take a break and rest."

omissis

PROVA 107

Qual è l'iter di attivazione e soppressione dei Dipartimenti

Chi esercita il controllo sulla gestione finanziaria degli atenei?

Come si copia una tabella da Microsoft Excel a Word

We took lots of breaks and sat in cafes along the river Seine. The French food we ate was delicious. The wines were tasty, too. Steve's favorite part of the vacation was the hotel breakfast. He said he would be happy if he could eat croissants like those forever. We had so much fun that we're already talking about our next vacation!

omissis

PROVA 108

Cosa si intende per autonomia didattica delle università

Il Centro servizi bibliotecari

Che cosa significa "formattare una tabella" in Microsoft Word

My job is a long distance from my home, almost 50 miles away. I have to wake up early every morning, as I'm always in a rush. There's never enough time for a relaxed breakfast. At exactly 6:00 AM, I get into my car and start the long drive.

omissis

PROVA 109

Ai sensi dello Statuto di Ateneo, in merito a cosa il Consiglio degli studenti formula pareri e proposte obbligatori agli organi competenti

Quali sono i requisiti per l'accesso ai corsi di studio universitari

Come si crea una nuova e-mail in Outlook

I usually like driving on the highway more than in the city. During the morning rush hour, though, it's not very enjoyable. The heavy traffic is a little bit annoying. So I always listen to my favorite classical music CD's in the car – Chopin, Mozart, and Bach. That cheers me up a lot.

omissis

PROVA 110

Ai sensi dello Statuto di Ateneo, qual è l'iter procedurale di istituzione e attivazione delle Scuole di specializzazione e dei Master universitari di primo e secondo livello

Descriva le categorie del personale Universitario

Come si imposta la stampa in orizzontale in Microsoft Excel

The drive to work takes about one hour. Going back home in the evening after work takes even longer, maybe around 70 minutes. Lately I've been thinking about trying to take the train to work instead of driving. That way, I could still listen to my music with headphones, and even read a novel at the same time.

omissis

PROVA 111

Quali sono le fonti normative primarie in materia universitaria

Il Presidio di qualità di Ateneo: composizione

Come si ordina un elenco di dati in Microsoft Excel

Jack was hungry. He walked to the kitchen. He got out some eggs. He took out some oil. He placed a skillet on the stove. Next, he turned on the heat. He poured the oil into the skillet. He cracked the eggs into a bowl. He stirred the eggs. Then, he poured them into the hot skillet. He waited while the eggs cooked. They cooked for two minutes. He heard them cooking. They popped in the oil.

omissis

PROVA 112

Che cos'è l'Agenzia Nazionale per la Valutazione Universitaria della Ricerca e quali sono i compiti principali

Le funzioni della Giunta di Dipartimento

Che cosa indica il simbolo ### in una cella Microsoft Excel

Next, Jack put the eggs on a plate. He placed the plate on the dining room table. Jack loved looking at his eggs. They looked pretty on the white plate. He sat down in the large wooden chair. He thought about the day ahead. He ate the eggs with a spoon. They were good.

omissis

PROVA 113

Cosa si intende per autonomia organizzativa degli atenei

Il Polo Scientifico Didattico di Terni

Come si allarga o restringe una colonna in Microsoft Excel

George is at the pet store, looking at what kind of pet he might want to get for his birthday. George asked if he could have a horse, but his parents said no because horses are too big.

First, he sees dogs and cats. Baby dogs are called puppies. Baby cats are called kittens. George likes them because they are easy to take care of and can play a lot, but they will get bigger. George wants a small pet.

omissis

PROVA 114

Quali sono le fonti di finanziamento principali degli Atenei

Le Piattaforme scientifiche ai sensi ai sensi dello Statuto e del Regolamento

Come si modifica il colore del testo in Microsoft Word?

Then George sees animals that have to live in a cage. He sees rabbits, guinea pigs, and mice. Mice are what you call more than one mouse. He likes these animals because they are small. Birds live in cages too. George sees a parrot and a canary. He likes them all, but he doesn't want to clean the cage.

omissis

PROVA 115

Quali sono le principali forme di autonomia riconosciute alle università

Il Presidio di qualità di Ateneo: funzioni

Che cosa significa selezionare un testo

George sees the animals in tanks. The tanks full of water have fish and turtles in them. He thinks about a goldfish but decides he likes the turtles more. There are also tanks with rocks and sand that have snakes, spiders, and scorpions, but George is afraid of them.

omissis

PROVA 116

Chi rappresenta il datore di lavoro per il personale universitario

I master universitari

Come si apre un file già esistente in Microsoft Word o Excel?

George likes the turtles best, but they won't fit in the little fishbowls. Turtles need bigger tanks, so they can swim sometimes and hide sometimes. George decides he wants to get a turtle for his birthday. He buys a book on how to take care of a turtle and a list of what types of turtles the store has.

omissis

PROVA 117

Cosa si intende per responsabilità disciplinare

Il Centro Linguistico di Ateneo

Come si salva un documento in Microsoft Word

Ten minutes later the alarm rings again. Antonino gets up slowly and makes his way to the bathroom, showers and shaves. He makes coffee and gets dressed: beige trousers, white shirt with blue stripes, brown moccasins. He takes his coffee into his study. On a chair is his briefcase. Antonino looks at it.

omissis

PROVA 118

In quali casi può sorgere responsabilità disciplinare? E quali sono le sanzioni disciplinari previste?

Il Codice Etico e di Comportamento dell'Università degli Studi di Perugia: i valori e i principi della comunità accademica

A cosa serve l'icona a forma di "graffetta" in un messaggio di posta elettronica?

Signor Antonino Consueti has been retired for two years. His life is very different now – no deadlines, no important work appointments, no rush hour traffic, few worries but then again, not much to do either. Now, at the age of 65, he has plenty of free time; he does a lot of walking around the city, he goes to the market every day with his wife, has long chats with his neighbours and can finally read all those books that have been piled up beside his bed for so long.

omissis

PROVA 119

Istituzione, attivazione e modifica di un Corso di Studi ai sensi dallo Statuto dell'Università degli Studi di Perugia

Che cos'è il Piano Triennale per la Prevenzione della Corruzione

In Excel da quale simbolo sono precedute le formule

Antonino picks up the newspaper that is lying under the bag and wanders into the sitting room. He sits down on the sofa and opens the paper at the listings pages. "Up and dressed already?" asks his wife who has only just woken up.

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PROVA 120

Cosa si intende per controllo di legittimità e di merito esercitati sullo Statuto di Ateneo

Composizione del Collegio di Disciplina

Come posso lavorare contemporaneamente con più persone su uno stesso documento di testo?

“Good morning, dear! I know we’re retired now but you know I like to get up at the same time: It’s a habit. By the way, how about doing something different this evening. Shall we go to the cinema?” “Antonino, dear! It’s only eight o’clock in the morning! I don’t know.... We’ll see...” his wife replies, going into the kitchen. Antonino is left alone, and realises he has absolutely nothing to do.

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