1.Il principio di rotazione degli affidamenti nel D.Lgs. n. 36/2023.

2.Il/la candidato/a è chiamato a predisporre un budget di un progetto di ricerca. Quale applicativo del pacchetto Office intende utilizzare?

3.Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The PhD courses provide the necessary skills to carry out highly qualified research activities in public and private entities, as well as qualifying also in the exercise of the liberal professions, contributing to the realisation of the European Higher Education Area and the European Research Area.
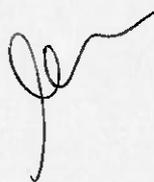
1. L'affidamento diretto nel D.Lgs. n. 36/2023.

2. Il/la candidato/a descriva come si effettua una operazione di somma in Excel.

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The Staff Exchanges action funds short-term international exchanges of staff members involved in research and innovation activities. The aim is to develop sustainable collaborative projects between different organisations from the academic and non-academic sectors, based in Europe and beyond. Exchanged staff benefit from new knowledge, skills and career development perspectives, while participating organisations increase their research and innovation capacities.

1. Il RUP nel D.Lgs. n. 36/2023.

2. Con quale carattere iniziano le formule utilizzate da Microsoft Excel?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Horizon Europe is the ambitious EU research & innovation framework programme for 2021-2027 with a budget of €95.5 billion. Its overarching goals are:
to strengthen the EU's scientific and technological bases and the European Research Area (ERA);
- to boost Europe's innovation capacity, competitiveness and jobs;
- to deliver on citizen's priorities and sustain our socio-economic model and values.
- with a particular focus on creating impact or the European Green Deal, the digital and sustainability transition and recovery from the coronavirus-crisis.

1. I requisiti dell'operatore economico nel D.Lgs. n. 36/2023.

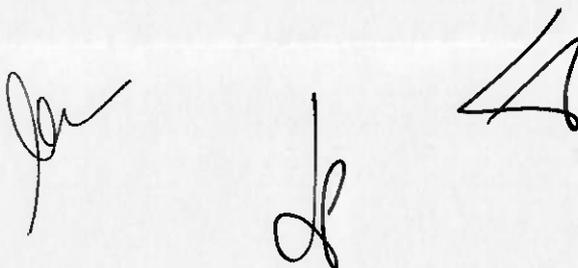2. In quale maniera è possibile copiare una parte di testo?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The European Research Council (ERC) grants support individual researchers of any nationality and age who wish to pursue their frontier research. The ERC encourages proposals that cross disciplinary boundaries, pioneering ideas that address new and emerging fields, and applications that introduce unconventional, innovative approaches.

1. I criteri di selezione delle offerte nel D.Lgs. n. 36/2023.

2. A cosa serve il menù "Blocca riquadri" delle righe e colonne in Excel.

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

With around 30,000 students enrolled in Level I, II and III courses of study and over 1,400 teaching, research and technical-administrative staff, Unimore is one of the largest universities in the world. It is organised as a network of sites (Modena and Reggio Emilia) and consists of 13 Departments and 2 Faculties/Schools, in addition to the cities of Mantua and Carpi (accredited degree course sites), as well as interdepartmental centres located in the two provinces of Modena and Reggio Emilia, where teaching, research, third mission and related support activities and technology transfer services are carried out.

1. Il /La candidato/a illustri in un progetto di ricerca la differenza tra le voci di budget "costi diretti" e "costi indiretti".

2. In Excel da cosa è identificata ogni cella?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The Asylum, Migration and Integration Fund AMIF will contribute to:
- strengthening and developing all aspects of the Common European Asylum System, including its international dimensions;
- strengthening and developing legal migration to the Member States and the effective integration and social inclusion of third country nationals;
- countering irregular migration enhancing effective, safe and dignified return and readmission, as well as effective initial reintegration in third countries, and enhance solidarity and responsibility sharing between the Member State.

1. Il /La candidato/a illustri in un progetto di ricerca la differenza tra le voci di budget "costi diretti" e "costi indiretti".

2. In Excel da cosa è identificata ogni cella?

1. Il/La Candidato/a illustri gli elementi obbligatori della fattura elettronica.

2. Il/la candidato/a descriva come è possibile inviare una mail a più destinatari uno dei quali non deve comparire con il suo indirizzo.

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:
Study periods spent abroad are the cornerstone of the Erasmus+ Programme and have an extremely positive impact on a student's career prospects. They are also an opportunity to increase one's knowledge of languages, boost one's self-esteem and independence and immerse oneself in a new culture. Erasmus+ offers the additional opportunity of combining a period of study abroad with an internship. Mobility is possible for Bachelor's, Master's and PhD students.
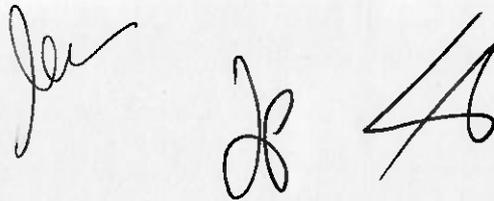
1. Che cosa è il CUP di un progetto?

2. Quali sono i programmi contenuti nel pacchetto Office?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Since EU grants are financed by public funds, EU Beneficiaries moreover also expected to disseminate their project results. In this way, the projects can benefit a larger group of persons and reach wider target groups. Several programmes will therefore ask you to upload results on dedicated results portals (accessible through the Portal Projects & Results page). Some programmes will require more extensive dissemination and exploitation activities.

1. Il/La candidato/a illustri le possibili modalità di rendicontazione di un bene strumentale in un progetto di ricerca.

2. Il/la candidato/a descriva come è possibile aggiungere un foglio di lavoro in una cartella Excel?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Unimore recognises the importance of research and pursues the aim of contributing to the wellbeing and development of the community through the production of knowledge generated by research and the development of the applications resulting from it. It also considers research as a priority not only for the development of knowledge, but also to provide new generations with the tools to face the challenges of society, enhancing international collaborations.
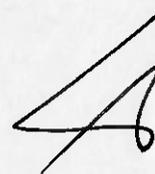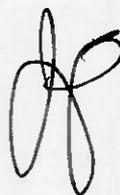
1. Il/La Candidato/a illustri le principali caratteristiche dei progetti PRIN (Progetti Di Rilevante Interesse Nazionale).

2. Con quale programma va aperto un file con estensione .doc?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The territory where Unimore operates has a long tradition of progressive growth and it's distinguished for being strongly resilient, having very high quality of life indicators as well as a growing attention to development prospects even at an international level. In such a dynamic external context, the University is committed to fulfilling its institutional role through its ties and interaction with political, social and cultural institutions and with organization in production and service sectors.

1. Le Piattaforme di approvvigionamento digitale PAD

2. Il/La candidato/a è chiamato a fare una presentazione. Quale applicativo del pacchetto Office intende utilizzare?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Since its origins dating back to 1175, the University represented the cornerstone of scientific, cultural and social life and, albeit with alternating fortunes linked to local political changes over the centuries, the University has gradually expanded to become a multidisciplinary, active and dynamic university.

1. Il/La Candidato/a dia la definizione di missione e illustri la tipologia di spese rimborsabili.

2. Che cosa è un software?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

In 1998, the University of Modena adopted the name University of Modena and Reggio Emilia, structuring itself according to a network-based campus model, a rare example in Italy. This model is characterised by a complementary development plan, unified management, and equal status of the academic centres. At the same time, new faculties were established in Reggio Emilia, including Communication Sciences, Agriculture, and a second Faculty of Engineering, while in Modena, the Faculty of Humanities and Philosophy was inaugurated.

1. Le soglie comunitarie in vigore dal 1 gennaio 2026

2. Qual è la differenza tra il comando "salva" e "salva con nome"?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The Third Mission promotes the application of research knowledge to enhance the knowledge generated in the university in society. It includes all those activities that, by fostering the dissemination of innovation and access to knowledge, contribute to the well-being of individuals and to the economic, social and cultural development of their communities. It reflects the commitment of a university attentive to economic, social and environmental challenges, open and close to the territories in which it operates.

1. Il FVOE

2. In una funzione Excel cosa si intende per "Argomento"?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Horizon Europe is the EU9s key funding programme for research and innovation. It tackles climate change, helps to achieve the UN9s Sustainable Development Goals and boosts the EU9s competitiveness and growth. The programme facilitates collaboration and strengthens the impact of research and innovation in developing, supporting and implementing EU policies while tackling global challenges.

1. Il/La Candidato/a illustri il concetto di ammortamento.

2. Dopo avere brevemente illustrato i principali usi di Excel, il/la candidato/a spieghi come sia possibile nascondere righe o colonne in un foglio Excel.
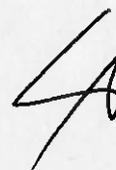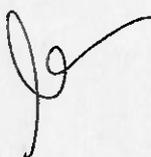
3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Admissible and eligible proposals are sent on to evaluation by an independent evaluation committee. For most programmes the evaluation committee (panel) is made up of EU staff from the Granting Authority and other services. They are often assisted by outside experts for individual evaluation and consensus group evaluation. For some programmes however, the committee is usually composed exclusively of outside experts.

1. I/la candidato/a descriva le caratteristiche principali del programma Marie Sklodovska Curie Actions.

2. Da cosa è univocamente individuata ogni cella presente in un foglio del Microsoft Excel?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

Unimore looks to the future as a 'research university' capable of developing new knowledge, fostering its students' sense of individualized development, discovery, creativity and innovation, as well as opening up to the European context with a growing presence in teaching and research networks. Within this plan, students are also permanent interlocutors on an institutional level.
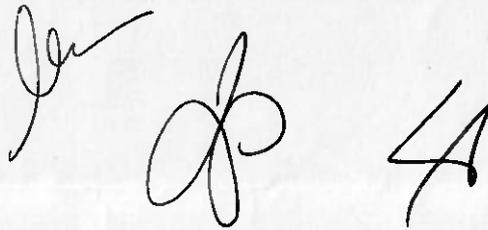
1. Il /La candidato/a illustri la differenza tra rendicontazione ad actual cost, unit cost e lump sum.

2. Come si inserisce una riga fra due righe esistenti in un foglio di lavoro di Microsoft Excel?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The origins of our University date back to around 1175, when Pillio da Medicina, a Lawyer active in Bologna, was invited to Modena by the ruling elite of the Municipality to open a school of legal education focused on Roman law. It is therefore one of the oldest universities in Europe, after Bologna and Paris. Formal recognition (the name Studium) came through a 'brief' by Pope Honorius III, whereby the bishop of Modena was endowed with jurisdiction over the scholars in 1224.

1. Che cosa è il CIG?

2. Il/la candidato/a indichi quale applicativo del pacchetto Office consente di creare una tabella a cui applicare dei filtri.

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The ERC is composed of an independent Scientific Council and the ERC Executive Agency (ERCEA). The Scientific Council is the ERC's governing body and is responsible for setting the ERC's scientific strategy. It is composed of distinguished scientists and scholars from various fields. The ERC Executive Agency (ERCEA) is in charge of implementing and managing the daily operations of the European Research Council.

1. Il/La Candidato/a illustri la differenza tra il principio di cassa e il principio di competenza economica-

2. Come si trasforma un documento word in un documento pdf?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The Museum and Botanical Garden System coordinates and guides the activities of its constituent museums, which ensure the conservation, custody, arrangement, exhibition, increase, study, knowledge and public enjoyment and accessibility of their collections, through different and specific activities of conservation, education, valorisation and research.

1. Il/La Candidato/a illustri le modalità di cofinanziamento dei progetti di ricerca da parte di un Dipartimento Universitario.

2. Che cosa è un hardware?

3. Il/La candidato/a legga a voce alta il seguente testo e, dopo averlo letto, lo traduca a voce alta in italiano:

The objective of Postdoctoral Fellowships is to support researchers' careers and foster excellence in research. The Postdoctoral Fellowships action targets researchers holding a PhD who wish to carry out their research activities abroad, acquire new skills and develop their careers. PFs help researchers gain experience in other countries, disciplines and non-academic sectors.