

Busta 1

- Il candidato descriva le attività a iniziativa della Polizia Giudiziaria.
- Il candidato indichi i casi in cui è escluso il diritto di accesso.
- il candidato descriva i regolamenti comunali ai sensi dell'art. 7 del Tuel, citando alcuni esempi.

Che cosa significa l'acronimo PEC e in cosa consiste questo servizio.

Postcards from London

The London Eye, the giant wheel, is one of the most popular attractions in London. The wheel is one of the tallest of its kind, at a height of 135 metres.

1700 tons of steel were used for its construction. People make special journeys to see the Eye every day.

The architects, Julia Barfield and her husband David Marks, won the competition to design a Millennium landmark. Julia found the ideal site by drawing a circle round London and finding its centre.

Not surprisingly, it took about three years to get the wheel built.

In recognition of their work, the couple were awarded the MBE, a special honour that is given in the UK to someone who has achieved something special.

Busta 2

- Il candidato descriva l'accesso civico e l'accesso civico generalizzato.
- Il candidato illustri le funzioni del responsabile del procedimento ai sensi dell'art.6 della L.241/90.
- Il candidato descriva le modalità di applicazione delle violazioni ai regolamenti comunali, art 7 bis della L.267/2000.

Che cosa sono i file “.odt” e con quali programmi possono essere aperti.

Travelling on the tube

If you don't know London very well, the easiest way to travel is 'by tube'.

The first thing to do is to find out one of the 277 tube stations. All of them are clearly marked in the streets with the Underground symbol on the left.

Next, study a map of the tube to choose your route.

There are eight lines, each line is a different colour on the map. Decide which line you have to take and remember if you have to change from one line to another.

Now you are ready to buy your ticket!

If you know the fare and have the exact change, you can get a ticket from a machine. If not, you must get it from the ticket-office.

Have a pleasant journey!

Busta 3

- Il candidato illustri il meccanismo del diritto di accesso dell'art. 22 della L.241/90.
- Il candidato spieghi la nullità dell'atto amministrativo.
- Lo statuto comunale.

Cosa sono i file “.ods”?

Elencare i vantaggi derivati dal loro uso.

Swans

For many people in North Europe, the start of autumn marks the beginning of the swan migration season, and the promise of a truly amazing sight.

The arrival of thousands of birds at their winter homes is prompted by the combination of dropping temperatures and cold winds in their summer habitat in places like Arctic Russia.

As the winter progresses, the number of swans steadily increases. As many as 9000 swans successfully make the journey every year to one favourite spot in England.

Once they land, they need a period of rest and recovery after their flights of up to 2500 miles.

They spend time sleeping and feeding on plants to build up the energy they have lost on the way.

Unfortunately, the coming of spring signals the end of the swans' stay, and they soon begin preparing for their incredible journey back.

Busta 4

- Illustri il candidato le modalità di assunzione delle informazioni da parte della Polizia Giudiziaria.
- Spieghi il candidato che cosa si intende per "obbligo di rapporto" in ambito della L.689/81.
- Illustri il candidato le ordinanze del Sindaco.

In che cosa consiste l'autenticazione a più fattori?
Fare degli esempi.

Water

We all know that water is essential for our health, and that we should drink as much of it as possible. Yet, in spite of this, many of us still don't drink enough, so bottled water is a good way of making sure we drink clean water while we're on the move.

Unfortunately though, if empty bottles are not properly disposed of, they can cause pollution.

However, there are steps we can take to improve the situation.

For example, instead of throwing them in the bin, we should send them to a recycling centre where the plastic can be re-used.

And in many countries now, the water that comes straight from the tap is perfectly clean and safe to drink, so perhaps you don't need to buy bottled water at all.

Busta 5

- Illustri il candidato gli atti di accertamento ai sensi dell'art.13 della L.689/81.
- Il candidato spieghi la patologia dell'atto amministrativo.
- Il candidato descriva i pareri dei responsabili dei servizi ai sensi dell'art. 49 del D.Lgs 267/2000.

Google Chrome è un motore di ricerca?
Elencare alcuni motori di ricerca famosi.

Website for tigers

If you are interested in the environment, there is an excellent website called Tigernation. The website was set up to help with the conservation of tigers.

It focuses its work particularly on India, a country where many thousands of tigers once lived. There are now thought to be fewer than 2000 remaining there.

Did you know that a tiger's stripes are like a person's finger prints in the sense that every individual is unique?

This makes it possible for the website to track the tigers as it recognizes them by the pattern of their stripes.

If someone is lucky enough to catch sight of a tiger, then they take a picture and upload it to the website.

The hope is that an improved understanding of how tigers live will help us to ensure their survival.

Busta 6

- Il candidato descriva i principi dell'azione amministrativa ai sensi dell'art. 1 della L.241/90.
- Illustri il candidato le differenze tra una Delibera e una Determina.
- Il candidato spieghi l'ordinanza-ingiunzione ai sensi dell'art. 18 L.689/81.

Che cosa fa la "stampa in serie", conosciuta anche come "stampa unione"?

Eating out

At most good restaurants, you usually have to book a table (make a reservation) beforehand.

If something happens, or you are ill, you may need to cancel the booking/reservation.

In the UK a meal in a restaurant is typically three courses : a starter, a main course, then a dessert. You can often order side dishes.

Some restaurants may have a set menu (a selection of dishes at a fixed price), or you can order individual dishes (called ordering à-la-carte).

Restaurants often have specials advertised on a board. They often cater for vegeterians, non-meat-eaters and vegans.

Busta 7

- Il candidato spieghi in cosa consiste la trasparenza dell'attività amministrativa della Pa.
- Il candidato descriva il ruolo e le funzioni del segretario comunale ai sensi dell'art. 97 Tuel.
- il candidato illustri l'art. 14 della L. 689/81 "contestazione e notificazione" delle violazioni.

Che cosa sono i dispositivi di Output.

Learning the language

Illiteracy is the condition of being unable to read and write.

Illiteracy is also used to describe the condition of being ignorant in a particular subject or field.

Computer illiteracy is what we call the inability to use a computer programming language.

Most of us who use computers can send emails, or know how to create a new folder. But we know almost nothing about programming languages, the artificial languages used to write instructions that can be executed by a computer.

Only a very small percentage of computer users are able to read or write any kind of computer language.

We think we all should learn computer languages, because our society has become dependent on information technology, and this will no doubt be a problem for us for years to come.

Busta 8

- Il candidato illustri i criteri per l'applicazione delle sanzioni amministrative pecuniarie di cui all'art. 11 L.689/81.
- Il candidato spieghi le funzioni del Comune per i servizi di competenza statale ai sensi dell'art.13 e 14 del D.lgs 267/2000.
- Il candidato indichi, nel nostro ordinamento, innanzi a quali organi giurisdizionali si svolge il processo amministrativo.

Che cosa fa la "stampa in serie", conosciuta anche come "stampa unione"?

Online communication

You can communicate with others by email. With an email you can include an attachment. You can attach a photo, for example. You can also send someone an e-card.

You can use your computer to Skype friends and family - the software allows you to make phone calls using your computer and the Internet, and you can see which people on your contact list are online at the same time.

If you have a webcam, you can see each other as you talk.

Many modern online programs can be called interactive, as they allow users to become involved in the exchange of information. For example ,social networking sites like Facebook are a popular way for people to keep in touch with their friends.

Busta 9

- Il candidato illustri l'invalidità dell'atto amministrativo.
- Il candidato descriva brevemente il concorso di più persone nella violazione amministrativa (art. 6 L.689/81).
- Il candidato spieghi gli elementi più importanti della legge anticorruzione (L.190/2012).

In un foglio di calcolo, come si fa a generare velocemente un elenco di celle il cui contenuto sia un numero incrementato di 2 per ogni cella contigua.

Internet relationships

If you join a social network, you can acquire friends (people you share personal information with) and build up your list of contacts. You can invite people to become your friends, and you can choose to accept new friends who invite you.

You can interact with your friends by exchanging messages or posting comments on their page.

You can also share photos and tag your friends (name them in photos that you post).

If you want to finish a relationship, you can unfriend/defriend that person.

Busta 10

- Il candidato descriva i ricorsi amministrativi e da cosa si differenziano dai ricorsi giurisdizionali.
- Il candidato illustri i reati previsti nel Cds.
- Il candidato descriva brevemente la sequenza della procedura sanzionatoria nella L.689/81.

Che cosa mi serve se necessito di avere a disposizione i miei dati personali sempre e ovunque indipendentemente dal tipo di terminale che intendo adoperare per utilizzarli?

Our environment

Young people are usually taught about protecting the environment at school – but is school really the best place to learn about it?

There is no doubt that we need to learn about protecting our environment. In fact, many people think it's an essential topic to study at school.

We have teachers who may be experts in areas such as climate change or wildlife conservation, so they're the perfect people to teach us about the environment.

Many schools have up-to-date technology to help us, and there are hands-on experiments we can do such as monitoring weather changes or plastic waste.

Personally, though, I feel the best way is just to go outside, whether you live in the city or the countryside.

In that way, you can see for yourself any changes taking place and then think about what you might do to help protect the environment.

Busta 11

- Il candidato spieghi la fase integrativa dell'efficacia del procedimento amministrativo.
- Il candidato definisca le competenze della Giunta comunale.
- Il candidato illustri l'art.12 del CdS.

Che cos'è una Firma elettronica qualificata.

The internet

The internet or net is a network connecting millions of computer users worldwide.

The World Wide Web is a huge portion of the Internet containing linked documents, called pages.

If you have a broadband connection then your access to the Internet should be fast.

Many café and other public places now offer people a wi-fi connection to the Internet, this means that you can access the Internet through a wireless network, i.e. without needing a cable of any kind.

When you browse, you look for information on the Internet; The software that helps you do this can be called a browser (i.e. Internet Explorer or Firefox).

You use a search engine to help you locate what you want. Google is one of the best known search engines and people now talk about 'googling' someone or something.

Busta 12

- Il candidato spieghi in cosa consiste l'avvio del procedimento (art.7 L.241/90).
- Chi svolge le funzioni di responsabile della prevenzione della corruzione negli enti locali?
- Il candidato indichi le cause di scioglimento del Consiglio comunale.

In che cosa consiste la Netiquette e perché ogni persona che usa internet dovrebbe conoscerla e osservarla?

Reading

Reading stimulates your mind, it is like a workout for your brain. When people get old, their muscles begin to deteriorate, they get weaker and their strength leaves them. Exercise can prevent this loss.

The same thing happens to people's brains when they get older; brain power and speed decline with age.

Reading strengthens your brain and prevents these declines.

You can benefit from reading in the near-term too. Reading provides knowledge, therefore, reading can make you a more powerful person. You can learn to do new things by reading, learn about cultures different from your own.

Reading is good for your state of mind, as it has a calming effect, it can lower your stress levels and help you relax.

Busta 13

- Il candidato spieghi le fasi del procedimento amministrativo.
- In cosa consistono le ordinanze contingibili e urgenti.
- Il candidato illustri le competenze del Consiglio comunale.

Che cos'è lo SPID?

Solar-powered cars

The new solar-powered car is what is known as 'energy positive', which means that it actually produces more energy than it consumes.

Thanks to the large solar panels on its roof, the car can travel up to 250 miles even if there is no sunshine.

And on a sunny day, when it is fully charged, it can travel a much longer distance than that- nearly 420 miles.

That's nearly twice the distance that an electric car can travel until it is out of fuel and needs to be plugged in!

Further models of the solar-powered car are still being tested, according to the designers, who are in no doubt that solar-powered cars could eventually replace all petrol vehicles!

Busta 14

- Il candidato spieghi la Scia ai sensi dell'art. 19 della L.241/90.
- Il candidato illustri le competenze del Sindaco quale ufficiale del governo.
- Il candidato descriva l'art. 11 del Codice della Strada (servizi di Polizia Stradale).

Se invio una PEC ad un indirizzo PEC che ha esaurito lo spazio disponibile, cosa ottengo come messaggio di errore?

Top tips for staying safe online

On social media, it is important to think about who can see your personal information :

- If you have to give personal information (date of birth, address...) when you create an account, make sure that it's kept private. It's better not to give this information if you don't have to.
- Always check your privacy settings (choices on your account about what people see on your profile) regularly.
- Delete old accounts on sites that you are not using any more.

Busta 15

- Nella L.241/90 sono previste norme relative alla invalidità del provvedimento amministrativo?
- Il candidato spieghi il ruolo del presidente del Consiglio Comunale.
- Il candidato indichi come si contesta una violazione ai regolamenti comunali.

Normalmente, utilizzando un computer Windows o Mac, operando all'interno di un programma di trattamento testi o foglio di calcolo, a che azioni corrispondono le sequenze di tasti: "ctrl+c", "ctrl+v", "ctrl+x", "ctrl+a", "ctrl+z", "ctrl+f"?

Slow food

Since its beginnings, Slow Food has grown into a global movement involving millions of people in over 160 countries, working to ensure everyone has access to good, clean and fair food.

Slow Food believes food is tied to many other aspects of life, including culture, politics, agriculture and the environment.

Through our food choices we can collectively influence how food is cultivated, produced and distributed, and so change the world as a result.

Our approach is based on a concept of food that is defined by three interconnected principles : good, clean and fair.

Good : quality, flavorful and healthy food

Clean : production that does not harm the environment

Fair : accessible prices for consumers and fair conditions for producers.

Busta 17

- Il candidato spieghi le differenze tra responsabile del procedimento e responsabile del provvedimento ai sensi della L.241/90.
- Il candidato illustri le competenze del Sindaco.
- Le attività a iniziativa della Polizia Giudiziaria.

In che cosa consiste il fenomeno del PHISHING?

BUSRA n. 17

Holiday messages

Dear Nico,

having a wonderful holiday. It's nice to get away. We're staying at an amazing campsite up in the mountains. It's very remote here but the views are absolutely fascinating, and the surrounding countryside is delightful. I'm sending you a photo of our camping spot.

Love, Sami

Dear John,

this is turning out to be probably the most memorable holiday I've ever had. The town is fantastic, our hotel is charming and the food is exceptional!

Wish you were here too!

Francesca

Busta 18

- Il candidato definisca il “procedimento amministrativo” e ne illustri le fasi.
- Il candidato spieghi le competenze della Giunta comunale.
- Il candidato spieghi come si deve operare in presenza di infrazione, nel Cds, commessa da soggetto minorenni.

Posso firmare digitalmente un file diverso da un PDF? Qual'è la soluzione migliore da adottare per avere sempre la certezza che il file da firmare digitalmente sia sempre conforme al fine prefissato?

BUSTA 11.18

The Weather on Earth

Alistair is a young Martian man. He is spending a long holiday touring Earth.

He has a lovely Earth girlfriend. Her name is Jane. She has a birthday on the 29th of February, so her birthday is only every four years.

Alistair and Jane are flying over Europe in their flying saucer; it is spring and the weather is fine with the sun shining in the blue sky.

There are a lot of beautiful flowers in the gardens and the trees have new leaves, while in Alistair's planet the flowers and the trees are not in the earth, but in the air, because there is not any earth.

On Mars there is no February, no leap year, there are no months and no seasons at all.