



Università  
per Stranieri  
di Perugia

Procedura selettiva, per titoli e colloquio, per la progressione verticale tra le categorie per la copertura di n. 2 posti di categoria D, posizione economica D1, area amministrativa gestionale (CCNL 2006/2009) riservata al personale tecnico amministrativo dell'Università per Stranieri di Perugia pubblicata all'Albo di Ateneo in data 30/04/2024.

Relativamente alla procedura richiamata in epigrafe, ai sensi dell'art. 19 del D. Lgs. n. 33/2013 si pubblicano le tracce della prova orale svoltasi in data 07/10/2024, comprese quelle non estratte.

Il responsabile del procedimento  
dott.ssa Elena SETTIMI

Perugia 16/10/2024

## **PROVA N 1**

### **Quesito 1**

**Il candidato** esponga l'organizzazione e la gestione di uno sportello di accoglienza presso l'Ateneo di Perugia stranieri dove reperire informazione e indicazione relative all'offerta formativa e all'attività didattica, dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

### **Quesito 2**

**Il candidato** esponga il significato di "Terza Missione", "impatto sociale" e "trasferimento delle conoscenze" e espliciti in che misura includono il Public Engagement. Potrebbe fare alcuni esempi di queste attività realizzate dal suo Ateneo?

### **Quesito 3**

**Il candidato** illustri gli Organi dei Dipartimenti

### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat – si posizioni sulla cella B 18 e inserisca la formula: somma della colonna "Corsi di Laurea di I livello" copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:

## **Testo n. 1**

### **How to spot fake news**

Every time you're online, you are bombarded by pictures, articles, links and videos trying to tell their story. Unfortunately, not all of these stories are true. Sometimes they want you to click on another story or advertisement at their own site, other times they want to upset people for political reasons. These days it's so easy to share information. These stories circulate quickly, and the result is ... fake news.

There is a range of fake news: from crazy stories which people easily recognise to more subtle types of misinformation. Experts in media studies and online psychology have been examining the fake news phenomenon.

Look at the website where the story comes from. Does it look real? Is the text well written? Are there a variety of other stories or is it just one story? Fake news websites often use addresses that sound like real newspapers, but don't have many real stories about other topics. If you aren't sure, click on the 'About' page and look for a clear description of the organisation.

Many fake news stories use images that are Photoshopped or taken from an unrelated site. Or use a tool like Google Reverse Image search. It will show you if the same image has been used in other contexts.

If you do find it on many other sites, then it probably isn't fake (although there are some exceptions), as many big news organisations try to check their sources before they publish a story.

If you know these things about online news, and can apply them in your everyday life, then you have the control over what to read, what to believe and most importantly what to share. If you find a news story that you know is fake, the most important advice is: don't share it!

[<https://learnenglish.britishcouncil.org/skills/reading/b1-reading/how-spot-fake-news>]

## **PROVA N 2**

### **Quesito 1**

**Il candidato** esponga l'organizzazione e la gestione dell'attività di informazione, assistenza e supporto per studenti stranieri con particolare riferimento alle pratiche in materia di ingresso e soggiorno in Italia, dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

### **Quesito 2**

**Il candidato** esponga quali attività, anche molto diverse tra loro, si collocano sotto il nome di Public Engagement. Potrebbe citarne alcune, esplicitando cosa le accomuna e quali sono invece differenze tra loro?

### **Quesito 3**

**Il candidato** illustri il Nucleo di Valutazione

### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat – si posizioni sulla cella B 18 e inserisca la formula: somma della riga "Centro" poi copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:

## Testo n. 2

### Robot teachers

If you think of the jobs robots could never do, you would probably put doctors and teachers at the top of the list. It's easy to imagine robot cleaners and factory workers, but some jobs need human connection and creativity. But are we underestimating what robots can do? In some cases, they already perform better than doctors at diagnosing illness. Also, some patients might feel more comfortable sharing personal information with a machine than a person. Could there be a place for robots in education after all?

British education expert Anthony Seldon thinks so. And he even has a date for the robot takeover of the classroom: 2027. He predicts robots will do the main job of transferring information and teachers will be like assistants. Intelligent robots will read students' faces, movements and maybe even brain signals. Then they will adapt the information to each student.

One thing is certain. A robot teacher is better than no teacher at all. In some parts of the world, there aren't enough teachers and 9–16 per cent of children under the age of 14 don't go to school.

Teachers all over the world are leaving because it is a difficult job and they feel overworked. Perhaps the question is not 'Will robots replace teachers?' but 'How can robots help teachers?' Office workers can use software to do things like organise and answer emails, arrange meetings and update calendars. Teachers waste a lot of time doing non-teaching work, including more than 11 hours a week marking homework. If robots could cut the time teachers spend marking homework and writing reports, teachers would have more time and energy for the parts of the job humans do best.

[<https://learnenglish.britishcouncil.org/skills/reading/b1-reading/robot-teachers>]

### **PROVA N 3**

#### **Quesito 1**

**Il candidato** esponga l'organizzazione e la gestione di uno sportello di servizi in materia di Diritto allo studio, con particolare riferimento ai livelli essenziale delle prestazioni, dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

#### **Quesito 2**

**Il candidato** esponga cosa sono ANVUR e la VQR e in che modo interessano gli ambiti della Terza Missione.

#### **Quesito 3**

**Il candidato** illustri il Senato Accademico

#### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat –  
si posizioni sulla cella B 18 è inserisca la formula somma delle celle "B11", "C13" e "D15"  
poi copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

#### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:

## Testo n. 3

### Crazy conspiracy theories

**Moon landing** On 21 July 1969, the spacecraft Apollo 11 landed on the Moon. Commander Neil Armstrong became the first person to step onto the Moon, joined by pilot Buzz Aldrin 19 minutes later. The two spent about two hours together taking photographs and collecting over 20 kg of lunar material to be tested back on Earth. However, the argument about whether the Moon landing really happened is up for debate. Some people say it was fake, but there's lots of evidence that it was real. Nowadays, anyone with a good telescope can see where the Apollo missions landed on the Moon.

**Flat Earth** The belief that the Earth is flat has become a serious matter in recent years. Back in 2017, US rapper B.o.B, who strongly supports the 'flat-Earth theory,' tried to raise money to launch a satellite to prove that the Earth is flat like a disc, not globe-shaped like a ball. Even though he didn't get much support financially, his efforts highlighted a growing trend of people believing in flat-Earth ideas. Nowadays, there are even annual conferences in the US dedicated to this theory, and YouTube is filled with videos claiming to have proof of a flat Earth.

**Global warming** Global warming indicates the phenomenon in which the Earth has become hotter over a long period of time. This has been caused by human activities such as burning fossil fuels like coal and oil, deforestation, and air pollution. These activities produce gases that trap heat from the sun, making the Earth warmer. Even though there's a lot of proof that global warming is real, some people reject the idea that we might be what is causing it. Instead, they say it's just natural climate change.

## **PROVA N 4**

### **Quesito 1**

1. **Il candidato** esponga l'organizzazione e la gestione di uno sportello di servizi in materia di contribuzione studentesca e il relativo esonero e le modalità operative in uso presso l'Ateneo, dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

### **Quesito 2**

Nel 2025 il suo Ateneo festeggerà il suo primo centenario. **Il candidato** esponga una proposta progettuale che punti sulle iniziative di Terza Missione, impatto sociale e trasferimento delle conoscenze: temi e le macro-tappe di implementazione?

### **Quesito 3**

**Il candidato** illustri il Consiglio di Amministrazione

### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat – si posizioni sulla cella B 18 e inserisca la formula del valore massimo della colonna “corsi di laurea magistrale a ciclo unico  
poi copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:



## Testo n. 4

### Digital habits across generations

Today's grandparents are joining their grandchildren on social media, but the different generations' online habits couldn't be more different. In the UK the over-55s are joining Facebook in increasing numbers.

Sheila, aged 59, says, 'I joined to see what my grandchildren are doing, as my daughter posts videos and photos of them. It's a much better way to see what they're doing than waiting for letters and photos in the post. That's how we did it when I was a child, but I think I'm lucky I get to see so much more of their lives than my grandparents did.'

Chloe, aged 15, even sleeps with her phone. 'It's my alarm clock so I have to,' she says. 'I look at it before I go to sleep and as soon as I wake up.'

Unlike her grandmother's generation, Chloe's age group is spending so much time on their phones at home that they are missing out on spending time with their friends in real life. Sheila, on the other hand, has made contact with old friends from school she hasn't heard from in forty years. 'We use Facebook to arrange to meet all over the country,' she says. 'It's changed my social life completely.'

Peter, 38 and father of two teenagers, reports that he used to be on his phone or laptop constantly. 'I was always connected and I felt like I was always working,' he says. 'How could I tell my kids to get off their phones if I was always in front of a screen myself?' So, in the evenings and at weekends, he takes his SIM card out of his smartphone and puts it into an old-style mobile phone that can only make calls and send text messages. 'I'm not completely cut off from the world in case of emergencies, but the important thing is I'm setting a better example to my kids and spending more quality time with them.'

[<https://learnenglish.britishcouncil.org/skills/reading/b1-reading/digital-habits-across-generations>]

## **PROVA N 5**

### **Quesito 1**

**Il candidato** esponga l'organizzazione e la gestione di una giornata di orientamento presso una scuola, finalizzata alla promozione delle attività didattiche e formative dell'Ateneo, dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

### **Quesito 2**

Il suo Ateneo ha deciso di allocare alcuni fondi FFO al finanziamento di progetti di Public Engagement. **Il candidato** esponga a chi lo rivolgerebbe, quali criteri di valutazione proporrebbe e quali step amministrativi andrebbero previsti.

### **Quesito 3**

**Il candidato** illustri il Presidio della Qualità

### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat – si posizioni sulla cella B 18 e inserisca la formula per trovare il valore minimo della riga “nord-est” poi copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:

## Testo n. 5

### Stressful jobs

Some jobs are more stressful than others and some sectors have more stressful jobs within them than others. Euronews Business takes a look around Europe to see which countries have the most stressed employees.

Global uncertainty and increasing cutbacks at work may be making it harder to find a job. At the same time, the rising cost of living is making it even more important for people to hold on to their current jobs, even if sometimes they are too stressful.

The most important british company, Claims.co.uk, has put together a report highlighting what it found to be the most stressful jobs in the UK. It used Health and Safety Executive (HSE) data from the UK government for the report.

The data collected information on rates of depression, stress and anxiety for which the respondent said their current or most recent job as primarily responsible.

From that information, police officers were found to be the most stressed in the UK with social workers and welfare and housing professionals also found to be feeling considerably stressed. Almost one in 50 people said that their job had a negative impact on their mental health.

Elsewhere in Europe, research conducted by Lepaya, a training company, across the Netherlands, Belgium, the United Kingdom and Germany highlighted that two-thirds of European employees were stressed. Education and healthcare were two sectors responsible for the most employee stress.

[<https://www.msn.com/en-us/money/careers/are-these-the-most-stressful-jobs-in-europe/ar-AA1rm92N>]

## **PROVA N 6**

### **Quesito 1**

**Il candidato** esponga l'organizzazione e la gestione dell'iscrizione ai corsi ad accesso programmato e gestione delle carriere (abbreviazioni di carriera, trasferimenti in uscita e in entrata, cessazione di carriera ecc. ), dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

### **Quesito 2**

**Il candidato** esponga quali sono le modalità di intersezione del Public Engagement con la missione didattica e la missione di ricerca di un Ateneo e in che modo può un ufficio di "Terza Missione, impatto sociale e trasferimento delle conoscenze" allacciare e formalizzare legami con il territorio per la progettazione di iniziative.

### **Quesito 3**

**Il candidato** illustri la figura del Rettore

### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat – si posizioni sulla cella B 18 e inserisca la formula della media della riga "sud" poi copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:

## Testo n. 6

### **The benefits of university employment**

University employment is not just for academics. There are countless types of jobs available in universities, such as management positions, traditional academic research and teaching posts, catering jobs , etc.

Training – Where can you get better training than at a Higher Education Institution? Training is usually offered for both the skills needed for your job and to assist career and personal development.

Working hours – Although university jobs are quite demanding, and over-time is sometimes required in most positions, part-time work, flexible working patterns and opportunities for job sharing are available.

Maternity and paternity leave – Most universities offer generous maternity leave and pay. Paternity leave is another benefit to university employment for male employees.

Holidays – University holiday allowances are normally very generous. 40 days a year is about the average for most institutions (including national holidays and closure days).

Networking opportunities - A university provides you with a great way to develop professional relationships. Besides the sponsored networking events and lectures, college campuses act as an informal meeting place for experts with valuable connections and insight.

Equality and diversity – Encompassing age, race, gender, culture and religion and a number of other areas, most universities have a very progressive stance on equality and diversity in terms of both recruitment and working environment.

[<https://www.indeed.com/career-advice/finding-a-job/working-at-a-university#:~:text=Education%20benefits,non%2Dmatriculated%20student%20for%20free>]

## **PROVA N 7**

### **Quesito 1**

**Il candidato** esponga l'organizzazione e la gestione di uno sportello di servizi in materia di inclusione degli studenti (disabili, rifugiati, etc.) dando evidenza degli aspetti normativi, regolamentari d'ateneo ed organizzativi.

### **Quesito 2**

**Il candidato** esponga quali sono gli adempimenti e i benefici per docenti e ricercatori legati allo svolgimento di attività di Terza Missione, impatto sociale e trasferimento delle conoscenze.

### **Quesito 3**

**Il candidato** illustri il Collegio dei revisori dei conti

### **Quesito 4 - word/excel**

Il candidato attraverso la tabella excel messa a disposizione, relativa ai laureati maschi nell'anno 2021 – fonte Istat – si posizioni sulla cella B 18 e inserisca formula della mediana della colonna “Corsi di laurea magistrale di II livello” poi copiare la tabella Excel e incollarla in un file word e salvarlo nel desktop

### **Quesito 5 - inglese**

Il candidato legga e traduca il testo allegato:

## Testo n. 7

### Importance Of Internet Technology For Easy Life

Today, the internet has become unavoidable in our daily life. Appropriate use of the internet makes our life easy, fast and simple. The internet helps us with facts and figures, information and knowledge for personal, social and economic development. There are many uses of the internet, however, the use of the internet in our daily life depends on individual requirements and goals.

The Internet is a great platform for students to learn throughout their lifetime. They can use the internet to learn new things and even acquire degrees through online education programs. Teachers can also use the internet to teach students around the world.

The Internet is very much useful in our daily routine tasks. For example, it helps us to see our notifications and emails. Apart from this, people can use the internet for money transfers, shopping, order online food, etc.

With the help of the internet, anybody can order products online. The increase in online shopping has also resulted in companies offering a huge discount for their customers.

The Internet is also used to sell products by using various e-Commerce solutions. The result is new services and businesses starting every day thereby creating job opportunities and reducing unemployment.

Without a doubt, the internet is the most powerful medium of communication at present. It connects people across different parts of the world free and fast.

[\[https://asianetbroadband.in/importance-of-internet-technology-for-easy-life/\]](https://asianetbroadband.in/importance-of-internet-technology-for-easy-life/)