1. il candidato/la candidata illustri cosa si intende per attività formative post-lauream e qual è l'iter per l'attivazione

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PROVA INGLESE N. 1 –
Il candidato/la candidata legga il seguente testo e lo traduca

Pre-evaluation procedure

The Counseling and Welcome Unit verifies that applicants with an international entry qualification are eligible to enrol in their chosen programme(s) of study. When applicants prove eligible, their entry requirements and academic background are then evaluated by a Teaching Committee.

Applicants for bachelor's degree programmes must have obtained a secondary school diploma after having completed at least 12 years of schooling. Applicants having obtained a secondary school diploma in a country where students are required to take a national test in order to have access to higher education *do not need* to demonstrate that they have taken and passed this exam. Nevertheless, applicants from non-EU countries must be aware that Italian diplomatic representatives abroad might ask for the proof that the exam has been taken and passed in order to issue the visa for study purpose and the Declaration of Value.

In addition, if an applicant's chosen programme requires sitting an entry test, applicants must take the exam in order to be admitted. More information about specific entry tests can be found on the programme's web page.

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PROVA INFORMATICA N. 1 – excel
Il candidato/la candidata sommi gli importi delle colonne C e G, foglio Orientamento

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186

GRUPPO DOMANDE N. 2

2. il candidato/la candidata illustri le principali caratteristiche dei Master universitari, definendone l'iter per la loro istituzione e attivazione

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PROVA INGLESE N. 2 –
Il candidato/la candidata legga il seguente testo e lo traduca

Applicants for master's degree programmes must have obtained a bachelor's degree that is the result of at least 3 years of study. Depending on the programme of interest, applicants will need to demonstrate their possession of specific academic prerequisites in order to guarantee that they are adequately prepared to undertake their studies at the master's level.

In addition, if an applicant's chosen programme requires sitting an **entry test**, applicants must take the exam in order to be admitted. More information about specific entry tests can be found on the programme's web page.

Depending on the chosen programme of study, applicants are required to provide **certification of their knowledge of one or more languages**. Information about each programme's language requirements can be found on the programme's web page. Applicants will be asked to provide their language certification(s) during the enrolment procedure.

For more information about the language certifications that Ca' Foscari accepts, please check the webpage about language requirements.

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PROVA INFORMATICA N. 2 – excel
Il candidato/la candidata evidenzi in colore giallo le celle C240 e C259, foglio Segreterie e sommi gli importi della colonna C

3. il candidato/la candidata illustri la Carta dei diritti e doveri degli studenti

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PROVA INGLESE N. 3 –
Il candidato/la candidata legga il seguente testo e lo traduca

Department of Linguistics and Comparative Cultural Studies - Educational Aims

The PhD programme is organized into two main subject areas, which incorporate languages, language sciences, literature and culture within numerous scientific and cultural projects: 1) Modern Languages, Cultures and Societies, 2) Linguistics. The Modern Languages, Cultures and Societies curriculum is aimed at the advanced study of languages and cultures of modern societies, based on the communication between complex cultural systems, and examined through the analysis and interpretation of literary and cultural texts in a foreign language. This essential tool in gaining a deep understanding of all cultures and traditions is applied from both a specific and a comparative angle. The Linguistics curriculum is aimed at the development of theoretical critical thinking that is suitable for facing specialized research themes and issues in linguistic theory, language education, linguistics of various languages (including Sign Language), applied linguistics, computational linguistics, synchronic and diachronic language theory, and foreign language teaching

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PROVA INFORMATICA N. 3 – excel
Il candidato/la candidata sommi gli importi della colonna D, foglio Accreditamento e evidenzi il totale in colore verde

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186
GRUPPO DOMANDE N. 4

4. il candidato/la candidata illustri cosa si intende per Diritto allo studio universitario e le attività che l'Ateneo può mettere in essere per darne piena attuazione

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PROVA INGLESE N. 4 –
Il candidato/la candidata legga il seguente testo e lo traduca

Ca' Foscari University, among all traditional international mobility programs, offers to international teachers and administrative staff members also the mobility opportunities of the new Erasmus+ International Credit Mobility Program, entirely funded by the European Union, with the objective of promoting international mobility of students and staff from and to non EU countries.

Beneficiaries - Members of the teaching and administrative staff of partner Universities will have the opportunity to spend a mobility period at UNIVE from non EU countries all over the world. Mobilities can last from a minimum of 5 days up to a maximum of 60 days. For more details, please check the List of partner Universities attached in the Module section and, if your University is present, contact your International Relations Office.

Mobility scholarships are assigned through calls launched by partner Universities on their websites, indicating participation requisites and applications submission modalities.

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PROVA INFORMATICA N. 4 – word
Il candidato/la candidata inserisca interruzione di pagina prima del servizio "Aule Studio" (attualmente a pag. 4)

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186

GRUPPO DOMANDE N. 5

5. il candidato/la candidata illustri in che cosa consistono le attività di tutorato specialistico

****
PROVA INGLESE N. 5 –
Il candidato/la candidata legga il seguente testo e lo traduca

(ICM programs) – Benefits - Beneficiaries will receive an individual support as a contribution to their costs during their mobility (€ 160,00 per day until the 14th day, and € 112,00 per day for the following days).

Furthermore, travels (1 round-trip flight ticket per beneficiary) will be covered by the Erasmus+ International Credit Mobility project and provided by Ca' Foscari University of Venice, according to the fixed amount assigned per destination.

The amount of the Erasmus+ grant will be trasnferred in full, after the subscription of the Grant Agreement, within 30 days from the beginning of the mobility. UNIVE will provide assistance to find accommodation and for the release of visa and stay permit when necessary. During the whole mobility, Ca'Foscari will provide support through its International Relations Office.

How to participate - Every person wishing to apply for a Staff Training mobility to Ca' Foscari within the Erasmus+ ICM Program must include in the application a Letter of interest signed by the Head of one of the UNIVE Administrative Units (for administrative staff) or by an UNIVE teacher (for faculties). In case of difficulties in identifying the right person, please contact international.cooperation@unive.it

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PROVA INFORMATICA N. 5 – word
Il candidato/la candidata inserisca interlinea doppia, nel blocco "3. Altri incentivi" (attualmente a pag. 2)

6. il candidato/la candidata illustri quali sono gli obiettivi qualificanti di un corso di laurea

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PROVA INGLESE N. 6 –
Il candidato/la candidata legga il seguente testo e lo traduca

ABOUT ERASMUS MUNDUS: The Erasmus Mundus programme's overall aim is to promote European higher education, to help improve and enhance the career prospects of students and to promote intercultural understanding through cooperation with third countries, in accordance with EU external policy objectives in order to contribute to the sustainable development of third countries in the field of higher education.

The Action 2 of the programme aims at fostering structured cooperation between European and third-country higher education institutions through the promotion of mobility at all levels of study for students (undergraduates and masters), doctoral and post-doctoral candidates, researchers, academic and administrative staff (not all regions and lots may include all types of mobility flow).

The specific objectives of Erasmus Mundus Action 2 - Strand 1 are thus to contribute towards the development of human resources and the international co-operation capacity of higher education institutions in third-countries through increased mobility streams between the EU and third-countries in accordance with the principles of equal opportunities and non-discrimination.

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PROVA INFORMATICA N. 6 – excel
Il candidato/la candidata riduca del 10% la spesa per "altri servizi da terzi", budget di funzionamento – foglio Segreterie e sommi i valori della relativa colonna

7. il candidato/la candidata illustri in che cosa consiste un tirocinio formativo e di orientamento

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PROVA INGLESE N. 7 –
Il candidato/la candidata legga il seguente testo e lo traduca

ABOUT SUNBEAM:

SUNBEAM is an Erasmus Mundus Action 2 – Strand 1 project with the aim to interlink European and Western Balkans universities; it fits into the European policies on higher education by sharing the main objectives of such policies, like promotion of European higher education, improvement and enhancement of the career prospects of students, promotion of the intercultural understanding through cooperation with third-countries and sustainable development of third-countries in the field of higher education.

From the geopolitical point of view SUNBEAM is functional to the supra-national strategic objectives of the region. The project has been developed in respect of the important, strategic events occurring in the Adriatic-Ionian area, mainly the creation of the Adriatic-Ionian Macro-region, whose strategy was formally adopted by the European Commission in June 2014 and endorsed by the European Council in October 2014.

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PROVA INFORMATICA N. 7 – word
Il candidato/la candidata inserisca carattere 16 sul titolo a pagina 1 e carattere 12 sui titoli dei primi due servizi a supporto del diritto allo studio

8. il candidato/la candidata illustri in che cosa consiste un Dottorato di ricerca

****
PROVA INGLESE N. 8 –
Il candidato/la candidata legga il seguente testo e lo traduca

ABOUT SUNBEAM: (segue) - The Adriatic-Ionian Macro-region, the third macro-regional area within the EU, after the Baltic and the Danube Macro-regions, is not a geographical region with predefined boundaries; it is a functional area, composed of national, regional, and local bodies coming together to tackle a number of shared issues and it involves territories of EU member states (Italy, Slovenia, Greece and Croatia) and also potential candidate countries as Albania, Bosnia-Herzegovina, Montenegro, Serbia.

The SUNBEAM partnership includes Higher Education Institutions belonging to all the above countries, with an additional institution from Kosovo.

For years the partners have been working together on shared topics.

The long-term target of the project is to establish a platform for sharing educational paths in order to implement joint programmes for the awarding of joint titles among the universities in the countries of the area.

In addition to that, the mobility of researchers will enable the exchange of expertise and the identification of research areas of common interest, which the scientific resources of the area should be invested in, with the purpose of creating an adequate scientific background for the Adriatic-Ionian Macro-region.

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PROVA INFORMATICA N. 8 – word
Il candidato/la candidata inserisca una tabella 3 colonne x 2 righe a fine documento

9. il candidato/la candidata illustri cos'è e qual è lo scopo del Sistema di assicurazione della qualità della didattica

****
PROVA INGLESE N. 9 –
Il candidato/la candidata legga il seguente testo e lo traduca

Incoming students with disability

Incoming students with disabilities can count on the support of the Welcome Unit.

Partner universities must report the students' disability once they are nominated by submitting a declaration in English, containing the details about the services offered at the home university to support the students.

During the online registration on Ca' Foscari website the incoming students will have to attach the following documents:

- Certificate stating the disability / LD;

- Declaration provided by the home university.

The Welcome Unit will report the situation to Ca' Foscari Disabled Students Service, which can provide the following services:

- Assistance during the exam, Tutor support (if requested);

- Additional study time or mediation with professors in agreeing on the most suitable exam modality;

- Initial support in familiarizing with the university buildings where the students' lessons are held, the libraries and the administration offices;

- Reservation of seats in the classrooms and potential help in obtaining the study materials and lectures notes.

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PROVA INFORMATICA N. 9 – excel
Il candidato/la candidata inserisca un filtro nella colonna A, foglio Stage

10. il candidato/la candidata illustri quali sono le funzioni del Presidio di qualità di Ateneo

****
PROVA INGLESE N. 10 –
Il candidato/la candidata legga il seguente testo e lo traduca

Beneficiaries - Students of the three cycles (UG, MA and PHD) will have the opportunity to spend a mobility period at UNIVE from non-EU countries all over the world. Mobilities can last from a minimum of 3 months up to a maximum of 12 months per cycle of study. For more details, please check the List of partner Universities attached in the Module section and, if your University is present, contact your International Relations Office.

Mobility scholarships are assigned through calls launched by partner Universities on their websites, indicating participation requisites and applications submission modalities.

Activities - Erasmus+ ICM scholarship is primarily finalised to obtain academic credits abroad and it is awarded for full time activities (study, preparation of final works). Erasmus+ ICM allows students to live challenging cultural experiences in EU Countries, to familiarise with new Higher Education Systems, to improve the knowledge of at least one EU Country language, to meet foreign people, while participating actively in the internationalisation process of Higher Education Institutions involved and of their own academic curriculum. During the Erasmus+ mobility, which must be continued and without interruptions, it's not possible to take exams at the home University.

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PROVA INFORMATICA N. 10 – excel
Il candidato/la candidata sommi gli importi della colonna C, foglio Postlauream e evidenzi il risultato (in colore azzurro)

11. il candidato/la candidata illustri il sistema ECTS (European Credit Transfer System) e l'iter per il riconoscimento di un periodo di studio all'estero

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PROVA INGLESE N. 11 –
Il candidato/la candidata legga il seguente testo e lo traduca

MOOC - Massive Online Open Courses

Cultural and popular on-line training activities that are not included in University teaching and therefore **do not issue credits**.

The activities, usually lasting 4-6 weeks, are **free and open to all**, and are divided into weekly sections that provide video lessons, documents and resources, forums, collaborative activities, homework and tests of different types.

Upon completion of the activities you will receive a **certificate of participation**.

Curricular courses online

These are included in the education offer through university credits (CFU). Are entirely offered online through the e-learning platform of the university.

The credits are earned after passing the **exam** and are aimed at **students of Ca' Foscari**, but may also be **open to the general public** at the teachers discretion. In this case the external persons may aquire credits by enrolling at Ca' Foscari for single courses and carrying out the examination.

You can log on to the platform using your personal Ca' Foscari credentials, or by registering as an external user.

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PROVA INFORMATICA N. 11 – excel
Il candidato/la candidata inserisca l'importo di euro 5.000 alla voce "Collaborazioni a tempo parziale per studenti" (budget di funzionamento), foglio Stage

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186
GRUPPO DOMANDE N. 12

12. il candidato/la candidata illustri i requisiti per l'immatricolazione degli studenti internazionali

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PROVA INGLESE N. 12 –
Il candidato/la candidata legga il seguente testo e lo traduca

Ca' Foscari International College is an honours university college funded by the Ministry of Education, Universities and Research (MIUR) so as to **provide talented high-achieving students** with a specialist education. During the academic year, the students live on the island of San Servolo, an international residential campus located in the Venice lagoon. The two main strengths of the College are its **international outlook and its multidisciplinary approach**.

Along with the standard courses offered within their degree programme, students engage in a **wide variety of cultural activities** and interdisciplinary lectures and workshops aimed at providing theoretical knowledge and specific expertise.
The College's cultural programme is in **English**, and students are encouraged into adopting an international outlook not only by the environment they live in but also through **periods of study and internships carried out abroad**.
Thanks to the diverse cultural and disciplinary backgrounds of both its students and its teachers,the College is a lively community and creates a **stimulating environment** for high-achieving students to excel in study and in research.

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PROVA INFORMATICA N. 12 – excel
Il candidato/la candidata inserisca l'importo di euro 5.000 alla voce "Assistenza informatica e manutenzione software" (budget di funzionamento), foglio Accreditamento e sommi gli importi della relaiva colonna

13. il candidato/la candidata illustri in che cosa consistono i Regolamenti didattici dei corsi di studio

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PROVA INGLESE N. 13 –
Il candidato/la candidata legga il seguente testo e lo traduca

Living on San Servolo

During the academic year students of the College stay on the island of San Servolo, located in Venice's lagoon, 10 minutes by vaporetto from St. Mark's Square. The island once hosted a convent and later a hospital, and following its recent restoration has become an important meeting place for study, work, recreation and living, with a beautiful view of Venice from its historical garden.

Students at the College also have the chance to meet teachers and students from [Venice International University](), a group of universities from all over the world sharing a campus on San Servolo, as well as students and scholars who are visiting for events, conferences and summer schools which span all fields of knowledge.

Available on the island are a restaurant, a bar, a tennis court and a barbecue area. Students can access the island's wifi and use the shared spaces for meeting and getting to know each other.

San Servolo is connected to the centre of Venice by the [number 20 vaporetto](). The website and blog "[Linea 20]()", created and set up by students of the College was in fact named after this vaporetto line.

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PROVA INFORMATICA N. 13 – word
Il candidato/la candidata utilizzi il format grassetto per tutto il primo paragrafo (1. Borse di studio regionali)

14. il candidato/la candidata illustri i costi che concorrono a formare l'offerta formativa di un corso di studi

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PROVA INGLESE N. 14 –
Il candidato/la candidata legga il seguente testo e lo traduca

Admission criteria

Eligible candidates are Italian or international **graduates** who have acquired their Bachelor diploma in an Italian or international University; Italian or international students who in 2019/20 are in their third year of a Ca' Foscari University Bachelor degree, and who will get their Diploma by fall session 2020; Italian or international students who in 2019/20 are in their third year of a Bachelor degree at a different Italian university, and who will get their Bachelor diploma by 04/09/2020.

All candidates cannot be older than **twenty-five** at the date of application.

Applicants must submit a **letter of motivation** in English (between 200 and 400 words) that outlines: their goals (what I want to achieve); their expectations (what additional experiences can the College offer me); their attitude (why I think I am a good candidate) and a personal experience that demonstrates attitude to live in the College.

Students must have **good knowledge of English** (B2 in the Common European Framework of Reference); international students must also know **Italian at the B2 level** unless they are enrolling in a degree taught entirely in English.

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PROVA INFORMATICA N. 14 – word
Il candidato/la candidata riporti in elenco puntato le voci evidenziate in verde a pag. 2, paragrafo 4 "Incentivi per merito…"

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186

GRUPPO DOMANDE N. 15

15. il candidato/la candidata illustri l'iter di approvazione dell'offerta formativa

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PROVA INGLESE N. 15 –
Il candidato/la candidata legga il seguente testo e lo traduca

The College cultural programme supplements Ca' Foscari's degree programmes, increasing the students' knowledge and providing them with additional innovated competencies.

All of College courses are taught in English through innovative teaching methods and aim at improving different students' skills.

During their three or two-year study courses (either BA or Master) College students must spend a period of study or internship abroad, attend compulsory courses and choose among a series of labs, lectures and seminars so as to improve their interdisciplinary skills in order to get more suitable chances for their future studies or work.

Students can choose to take one of Ca' Foscari's degree programmes while participating at the same time in an additional programme made of Minor pluriannual courses and of a wide range of interdisciplinary cultural activities, lectures and workshops they can pick from.

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PROVA INFORMATICA N. 15 – word
Il candidato/la candidata converta l'elenco puntato di pagina 3 (evidenziato in giallo) in elenco numerato e tolga l'evidenza in giallo

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186
GRUPPO DOMANDE N. 16

16. il candidato/la candidata illustri ruolo e scopo dei Collaboratori Esperti Linguistici

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PROVA INGLESE N. 16 –
Il candidato/la candidata legga il seguente testo e lo traduca

WATERLINES is a joint project … which was born from a willingness to share the three institutions' various past experiences of residencies on the island, with the idea of creating a new programme that could bring together various artistic expressions, and confirm Venice as being a centre for cultural and artistic production.

The aim of the project is to extend invitations to spend around 4 weeks in Venice to an internationally renowned writer and to other artists involved in diverse artistic expressions, so as to stimulate interaction, fusion, and the possible emergence of shared projects.

The resident artist recounts his or her personal experience during international events open to the public, sharing insights and reflections in to their culture and country of origin; the artists work in contact with the students of the International College, participating in workshops, discussions and seminars on the island of San Servolo. Through their choice of expression – an essay, a story, a poem, a diary, or other form of art – the guests give an account of their living experience in Venice. They also have the opportunity to interact with other local artists and writers, exchanging ideas and experiences, and setting foundations for future collaboration.
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PROVA INFORMATICA N. 16 – word
Il candidato/la candidata utilizzi format *corsivo* per tutto il paragrafo 9. Iniziative culturali e sociali (pag. 4)

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186
GRUPPO DOMANDE N. 17

17. il candidato/la candidata illustri cosa si intende per crediti formativi universitari e la relativa procedura di riconoscimento

****
PROVA INGLESE N. 17 –
Il candidato/la candidata legga il seguente testo e lo traduca

CICF – HANZE Honours Exchange, 9-11 October 2019

The honours exchange workshop between Ca' Foscari International College and Hanze University of Applied Sciences in Groningen is the first international mobility programme organized on San Servolo Island by the International College, in October 2019. The project was born thanks to the collaboration between these two institutions in terms of promoting and comparing honours programmes in Europe.

Eight talented Dutch students together with eight selected College students took part in a three-days intensive workshop focused on *Fear, Uncertainty, Risk Perception and the Media*, coordinated by Phd. Carlo Santagiustina. Students, divided into small teams, analysed textual web data and discussed processes of web-based diffusion of collective uncertainties and fears, as well as their effects on political, economic and social systems. Students had also the chance to take part in a field boat-trip around the Venice North Lagoon and its systems of defence against high tides, in a guided tour of the Venice Ghetto, one of the eldest in the world and to meet face-to-face Frank Westerman, world-wide known Dutch reporter and artist in residence on San Servolo island.

The exchange will go on next February, when Venetian college students will meet and work on global issues with their fellows in Groningen.

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PROVA INFORMATICA N. 17 – word
Il candidato/la candidata conti le parole contenute nel paragrafo "altri incentivi", pag. 2

18. il candidato/la candidata illustri l'iter di disattivazione di un corso di studi

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PROVA INGLESE N. 18 –
Il candidato/la candidata legga il seguente testo e lo traduca

A Buddy is a Ca' Foscari student who volunteers to act as a mentor for newly arrived international students by devoting his/her free time to the facilitatation of their integration into university life.

Buddies helps international students to become familiar with how university courses and administrative procedures work, with the various locations and services the university provides and with Venetian life and the cultural offerings of the city. Buddies can answer all kinds of questions regarding the university (classes, teachers, libraries, holidays, etc.), accommodation (apartments, rent, etc.), the city of Venice (public transportation, sports facilities, nightlife, etc.), Italy (travelling, interesting sites, etc.). The Buddy can also help the incoming student with the registration process and assist as an interpreter when needed.

In order to find a Buddy, an international student should:

- browse the list of Ca' Foscari students who have joined the Buddy Programme; this list is sent via email shortly before the student's study period at Ca' Foscari is set to begin;
- after identifying someone of interest, contact the potential Buddy via email in order to ask questions and arrange to meet upon the student's arrival in Venice.

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PROVA INFORMATICA N. 18 – word
Il candidato/la candidata modifichi il carattere in Arial/dimensione 12 nel paragrafo "altri incentivi", pag. 2 - e concluda ritornando alla situazione iniziale

19. il candidato/la candidata illustri l'istituzione e l'attivazione di un corso di studio di laurea magistrale

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PROVA INGLESE N. 19 –
Il candidato/la candidata legga il seguente testo e lo traduca

The **Study Plan** can be filled in and modified from the moment the student has been enrolled until February 28, 2018. Remember that you are required to complete and submit your study plan every academic year in which you are enrolled, regardless of whether you make changes or not. In order to proceed, follow the guided procedure, by clicking on nuovo piano di studi (i.e. new study plan). At the end of the procedure, a page resuming your Study Plan will appear on screen and you will be asked for a confirmation. In order to definitively complete the procedure, you should click on conferma definitivamente (i.e. final confirmation) that will appear in the following page. If you do not complete these steps your study plan will remain in the draft stage and your Libretto will not be updated. Once the procedure is completed, it will be possible to visualize your Study Plan in your Personal Area. Plans correctly completed and approved are marked by the piano standard compilato via web ed approvato wording (i.e. standard study plan completed online and approved). Any other changes to your Study Plan can be made only during the following academic year.

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PROVA INFORMATICA N. 19 – word
Il candidato/la candidata evidenzi in colore azzurro i titoli dei paragrafi 1 e 2 nella prima pagina

20. il candidato/la candidata descriva le caratteristiche principali della mobilità degli studenti nell'ambito di un programma di double/joint degree

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PROVA INGLESE N. 5 –
Il candidato/la candidata legga il seguente testo e lo traduca

Elective exams are included in the curriculum of any (B.A. and M.A.) degree course, they are mandatory and indispensable to acquire the 180 ECTS necessary to obtain your final study title. Surplus Credits are optional exams which allow you to acquire extra credits (in addition to the 180 ECTS required to obtain your final study title). They can be chosen also from any other Degree Course included among Ca' Foscari educational programmes (undergraduate students can take only B.A./B.Sc.-level courses). In this case, click on the Aggiungi attività (i.e. add an activity) button. The rule related to surplus credits includes also the salta la scelta (i.e. skip this choice) button. Clicking on this button corresponds to excluding any surplus credits from your Study Plan. Please note that credit limits vary according to the degree programme concerned. If you wish to cancel a teaching you have already chosen, click on the bin icon. If you wish to add any other exams included by other Degree Courses, click on Cambia CDS (i.e. change Degree Course) to see other exam lists. Once you have chosen the courses and included all the credits required by your course, click on Torna alla regola (i.e. go back to the rule) to complete the procedure.

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PROVA INFORMATICA N. 20 – word
Il candidato/la candidata inserisca una nota a piè di pagina alla fine del paragrafo 1. Borse di studio regionali

21. il candidato/la candidata illustri quali sono i corsi di studio che rilasciano un titolo avente valore legale e la loro rispettiva durata

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PROVA INGLESE N. 21 –
Il candidato/la candidata legga il seguente testo e lo traduca

Exams verify the students' preparation, knowledge and skills related to the course.

In Italy exams can be written or oral. Written exams can be structured differently, for instance they could include multiple choice-questions, open questions or exercises. In some cases, exams can consist in two (or more) parts, written and oral. This is true for language exams but also for other subjects. The exam's type is indicated in the syllabus of the course. For each course you will find a dedicated page in Ca' Foscari website, with all the required information.

Admission to any Bachelor's Degree programme requires an evaluation of the student's educational background. In case of a negative result of this evaluation, students must undergo the Additional Learning Requirements (OFA) procedure. The OFA regard language skills (English/ Italian) or knowledge of a specific subject (mathematics, logic, philosophy). If you have an OFA you are regularly enrolled in your degree programme. Some degree programmes require students to fulfill the OFA within specific deadlines, others expect students to pass the OFA in order to register and take the exams

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PROVA INFORMATICA N. 21 – excel
Il candidato/la candidata inserisca una riga prima della riga "Totali", foglio Accreditamento, per i costi di missione per corsi di formazione, e inserisca l'importo euro 1.000,00 nella colonna "budget di funzionamento"

22. il candidato/la candidata illustri l'iter di approvazione per il conferimento di incarichi di insegnamento ai sensi dell'articolo 23 della Legge 240/2010

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PROVA INGLESE N. 5 –
Il candidato/la candidata legga il seguente testo e lo traduca

(Covid 19) How classes and exams are expected to work during the fall semester

The university is preparing for a fall semester that will involve on-campus teaching but will also guarantee access to teaching and didactic activities from a distance for those who may prove unable to be physically present on campus as a consequence of logistical, health-related or financial difficulties

In a recent survey, 80% of the 6,700 students who participated gave a positive assessment of the online learning experience that Ca' Foscari has provided during the coronavirus emergency. At the same time, 78% of those surveyed communicated the desire to get back into the classroom.

As a result, the university is laying plans to allow the majority of students the opportunity to attend on-campus classes and lectures in the fall while nonetheless putting protocols in place to ensure the health and safety of all members of the Ca' Foscari community.

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PROVA INFORMATICA N. 22 – excel
Il candidato/la candidata inserisca un nuovo foglio e lo denomini "ADISS"

23. il candidato/la candidata illustri gli obiettivi qualificanti di un corso di laurea

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PROVA INGLESE N. 23 –
Il candidato/la candidata legga il seguente testo e lo traduca

(Covid 19) Classes

- All students will be guaranteed a means of following their classes.

- **Access to the university's classrooms and campuses will be managed according to access quotas** in order to ensure the possibility of maintaining and respecting social distancing measures.

- **First-semester classes** will be organised to allow **two means of access**: some students will attend a given lecture in person while the remainder will follow the lecture remotely. This same approach will be applied to laboratory classes, tutorials and practice sessions.

- In order to attend onsite classes in person, students will need to register through a platform created for this express purpose. The reservation system will ensure that all students are given the opportunity to attend some of their classes in person.

- **All classes will be recorded and made available on the Moodle platform** in order to allow students to follow their classes asyncronously at a later moment.

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PROVA INFORMATICA N. 23 – excel
Il candidato/la candidata inserisca una riga prima della riga "Totali", foglio Post lauream, per i costi relativi a rimborsi per commissioni di concorso, e inserisca l'importo euro 10.000,00 nella colonna "budget per attività istituzionali"

24. il candidato/la candidata illustri cosa si intende per rapporto docenti/studenti e come questo impatti sulla valutazione di un corso di studi

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PROVA INGLESE N. 24 –
Il candidato/la candidata legga il seguente testo e lo traduca

(Covid 19)

The plan approved by the Academic Senate is based on the following principles:

- flexibility in the definition of the number of people allowed in each class so as to permit adaptation of the system in response to possible developments of the ongoing health emergency and the resulting social distancing measures;

- equal opportunity for all students in obtaining access to on-campus classes;

- the availability of classes online for students who are unable to attend classes in person as a result of limited access quotas or as a consequence of logistical, health or economic reasons.

- Access to the university's classrooms and campuses will be managed according to access quotas in order to ensure the possibility of maintaining and respecting social distancing measures.

- First-semester classes will be organised to allow two means of access: some students will attend a given lecture in person while the remainder will follow the lecture remotely. This same approach will be applied to laboratory classes, tutorials and practice sessions.

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PROVA INFORMATICA N. 24 – excel
Il candidato/la candidata inserisca il valore euro 5.000,00 nella cella D214, foglio Segreterie, e faccia la somma della relativa colonna

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186

GRUPPO DOMANDE N. 25

25. il candidato/la candidata illustri gli indicatori ANVUR di valutazione di un corso di studi

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PROVA INGLESE N. 25 –
Il candidato/la candidata legga il seguente testo e lo traduca

(Covid 19)

During the temporary closure of Ca' Foscari's libraries due to the coronavirus outbreak, you can make use of the university's vast collections of resources, which you can easily access from home.

There are plenty of online resources available, including over 2 million e-books, more than 60,000 e-journals and 84 databases, all of which can be explored by using Ca' Foscari's library portal …

In addition, the university library system has activated access to additional resources (e-books and e-journals) that have been made available by their publishing houses bibliographic resources during the coronavirus emergency.

Detailed instructions regarding how to access online can be found on the web page dedicated to remote access procedures.

For further information or for additional help with the use of electronic resources and the cerCa' portal, please fill in this online help form: Chiedi aiuto [ITA].

For technical problems related to remote access and credentials, please contact the Call Centre.

It is also possible, even without authenticated web access, to consult the ARCA research archive as well as the full-text documents and photographs of other digital archives [ITA].

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PROVA INFORMATICA N. 25 – excel
Il candidato/la candidata riduca la larghezza colonna B (a 25), foglio Accreditamento e adatti il testo

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186

GRUPPO DOMANDE N. 26

26. il candidato/la candidata illustri le finalità del questionario annuale degli studenti sugli insegnamenti fruiti durante l'anno accademico

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PROVA INGLESE N. 26 –
Il candidato/la candidata legga il seguente testo e lo traduca

(Covid 19)

I had my fingerprinting appointment before the coronavirus outbreak. Is my my residence permit ready? If so, can I collect it?

On May 18 the Immigration Office of the Questura of Venice reopened again to the public ONLY for picking up residence permit cards (not for fingerprinting), and in order to do so, you must book an appointment in advance on the CUPA online platform.

Download this guide in order to:

- verify if your residence permit is ready to be picked up
- book your appointment on the CUPA online platform

Please arrive at the appointment on time and don't forget to wear both a mask and gloves.

Moreover, be sure to bring the following documents with you:

- printed booking confirmation letter;
- valid passport;
- post office receipt for residence permit request/renewal;
- expired residence permit card (only in case of renewal).

We remind you that the appointment is personal, and it is not possible to send someone else to collect your permit.

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PROVA INFORMATICA N. 26 – excel
Il candidato/la candidata inserisca il valore euro 255.000,00 nella cella J260, foglio Stage e faccia la somma della relativa colonna

27. il candidato/la candidata descriva ruolo e attività di un Visiting professor

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PROVA INGLESE N. 27 –
Il candidato/la candidata legga il seguente testo e lo traduca

How to set up an Internship - To set up an internship you will need to follow the steps described below, and prepare all the documents necessary, asking the company/organization hosting the placement to carry out any steps necessary:

- First of all, the company/organization must sign an agreement with the University;

- Once the agreement has been signed you will need to prepare the **training project** together with the company tutor and the university tutor;

- The internship shall last for a minimum of one month and a maximum of 12 months. If you are enrolled in the Foreign Trade or Economics and management degree programmes, check their regulations to make sure that you meet the requirements necessary for the internship to begin and to be awarded the relative credits;

- At the end of your internship you and your company tutor will be required to fill in an **internship assessment questionnaire**.

- After completing your internship you must return the documentation to the Internship Service as soon as possible (N.B. Documentation should only be returned AFTER you have obtained credit recognition from your university tutor).

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PROVA INFORMATICA N. 27 – excel
Il candidato/la candidata sostituisca il valore della cella O81, foglio Disabilita, con il valore euro 30.000,00 e faccia la somma della relativa colonna

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186

GRUPPO DOMANDE N. 28

28. il candidato/la candidata descriva i carichi didattici per ciascun ruolo docente in base alla Legge 240/2010

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PROVA INGLESE N. 28 –
Il candidato/la candidata legga il seguente testo e lo traduca

Equivalent Activities

Internships can be replaced by other training activities allowing you to meet your degree programme internship requirements provided that they offer equivalent training content.

In some cases the Teaching Committees for each degree programme may recognize professional skills and know-how (certified in compliance with current Italian laws) as university credits (ECTS). The recognized ECTS can be considered as being equivalent to Internship Credits (DM 509/99).

More detailed information and the application form to request recognition of an equivalent activity can be found online on the degree programme webpages or in your Personal Area

The above application form must be completed and signed by the company and by the Head of Studies/representative of the Head of Studies and sent to the Student Administration Unit, not to the Internship Unit).

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PROVA INFORMATICA N. 28 – excel
Il candidato/la candidata sostituisca il valore della cella Q157, foglio Diritto allo studio, con il valore euro 3.000,00 e inserisca nota relativa alla modifica nella cella Q157

29. il candidato/la candidata descriva cosa si intende per degree seeker e che ruolo hanno nel sistema premiale di Ateneo

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PROVA INGLESE N. 29 –
Il candidato/la candidata legga il seguente testo e lo traduca

Placement Desk - The Placement Desk is a support service offered by the Ca' Foscari to help you plan your active job search in a targeted manner. During the sessions you will be given advice on how to draw up an effective curriculum vitae and cover letter.

The CV Check service is provided in Italian and in English: our staff will help you compile your curriculum vitae and cover letter in the most effective manner.

Self-Employment - If you have entrepreneurial skills and your dream is to work for yourself after graduating, the Ca' Foscari Career Service offers you the chance to participate in one of the workshops held during the year and providing information on how to draw up a business plan, access funding, learn about communications and much more. The service also organizes one-off learning events on various themes linked to self-employment and supports the University in the creation of innovative workshops dedicated to self-employment or corporate case studies.

The Career Service also promotes a new cycle of seminars intended to diffuse and raise awareness of women in business, including presentations by women in corporate leadership or running businesses.

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PROVA INFORMATICA N. 29 – excel
Il candidato/la candidata riduca del 20% le spese nella colonna "Stage e career service", foglio Stage

30. il candidato/la candidata descriva cosa è un corso singolo

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PROVA INGLESE N. 30 –
Il candidato/la candidata legga il seguente testo e lo traduca

"A **strategic plan** is an important milestone, as it provides an opportunity to undertake and promote new ideas, to focus on a shared vision and set an agenda to implement it, defining priorities and coordinating change towards a strategic objective. A strategic plan is just as important as an opportunity for self-assessment, isolating strengths and weaknesses, collecting data and extracting information needed to set a baseline and identify a roadmap to make the vision possible. The vision and the objectives we set out are ambitious, as they should be. Realizing them will take the heartfelt commitment of our entire community. It is a worthwhile effort: if we are successful, we will secure Ca' Foscari's international standing and the transition from its centenary tradition of academic scholarship to a future as one of the leading universities in Europe and the world".

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PROVA INFORMATICA N. 30 – excel
Il candidato/la candidata aumenti del 10% la spesa per "altri servizi da terzi", budget di funzionamento – foglio Segreterie e sommi i valori della relativa colonna

COLLOQUI ORALI – CONCORSO BANDO DDG N. 12 DEL 8/1/2020, PROT. 1186
GRUPPO DOMANDE N. 31

31. il candidato/la candidata descriva le funzioni del Collegio didattico

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PROVA INGLESE N. 31 –
Il candidato/la candidata legga il seguente testo e lo traduca

(CF strategic plan) - Program rethinking.

Associated with this simplification, two further actions will be launched to redesign our curriculum around internationally acknowledged teaching methods and intended learning outcomes. Specifically, we will activate two cross-program minors to be integrated within the current degrees. The first is a (bachelorlevel) minor on 'global studies' centered around a selection of courses aimed at stimulating critical thinking, enhancing our graduates' digital skills, global and cross-cultural awareness, historical, financial, social, health, civic and environmental literacy. The second minor is directed at MA degrees third-year bachelor students and will include courses, organized in flipped-classes codesigned and co-operated by corporate and public partners, and aimed at promoting collaborative project work and learning-by-doing over traditional teaching methods. As of today, both minors are easily implemented within the 'free CFU' budget currently allocated to each program. In three years time, the number of students willing to opt-in for the minors as their choice of free CFU should reach at least 30% of our bachelor and graduate students.
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PROVA INFORMATICA N. 31 – word
Il candidato/la candidata riporti in elenco numerato le voci evidenziate in verde a pag. 2, paragrafo 4 "Incentivi per merito…"

32. il candidato/la candidata descriva le funzioni del gruppo di Assicurazione di qualità di un corso di studio

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PROVA INGLESE N. 32 –
Il candidato/la candidata legga il seguente testo e lo traduca

Mission - The Department of Management provides the students with the knowledge and skills needed to be able to work, after completing the school curriculum, in companies of all types and sizes, non-profit organizations, public companies and financial intermediaries thanks to the strong opening to the themes and managerial challenges that come from the scientific community and from the subjects of the national and international economic system.

Innovation, entrepreneurship, internationality and creativity go through the specific themes of teaching and research in a logic of continuous exchange with the academic, productive, professional and institutional spheres in a perspective of sustainability and responsible development for the future generations.

Since 2006, the department has invested in internationalization by delivering all its courses (PhD, triennial and master's degrees) fully in English and has increased international relations and conventions for double degrees.

The department promotes innovative didactic activities and regional, national and international research projects in a dialogue with foundations, business, professions, representatives of institutions and trade associations. Finally, it supports businesses, supports and promotes business start-ups and new entrepreneurship.

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PROVA INFORMATICA N. 32 – excel
Il candidato/la candidata aumenti del 25% la spesa per "altri mezzi di trasporto" – foglio Disabilita e sommi i valori della relativa colonna

33. il candidato/la candidata descriva le funzioni della Commissione Paritetica Docenti-Studenti

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PROVA INGLESE N. 33 –
Il candidato/la candidata legga il seguente testo e lo traduca

Aims and contents - The Active Learning Labs are innovative teaching laboratories with a duration of 6 weeks that are intended for BA graduates and students enrolled in Master's degree programmes at Ca' Foscari and other universities.

Participants, divided up into interdisciplinary groups, will work closely together with leading local stakeholders, institutions, companies, public and private partner organizations of Ca' Foscari in a perspective of shared ideas, networking and co-generation of competences.

The Lab will adopt innovative methods such as Design Thinking, Lego Serious Play, Lean Startup, Business Model Canvas and Change Theory.

The Active Learning Labs (ALL) grew out of innovative learning initiatives also designed to foster self-employment like the sConfini project … while also focusing on innovation-driven areas like Digital Transformation, Innovation for Made in Italy, Sustainability, Creative Industries, and Urban and Social Innovation.

Intended participants - Selected students and graduates from all Master's Degree programmes at Ca' Foscari and other universities. The aim of the laboratories is to accompany young people from different disciplinary backgrounds through a process that will help them develop original solutions to real challenges and problems.
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PROVA INFORMATICA N. 33 – excel
Il candidato/la candidata azzeri il valore della voce "altri costi per il personale", foglio Orientamento, inserisca nota relativa alla modifica nel campo note e sommi gli importi della relativa colonna