

Blocco I

1. Il riaccertamento annuale dei residui attivi e passivi da parte dell'ente locale in cosa consiste (art. 228, D.Lgs. 267/2000 e All. 4/2, D.Lgs. 118/2011)?

2. Responsabilità disciplinare, contabile, civile e penale.

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3. (Artt. 178 e 182, D.Lgs. 267/2000) Le fasi delle entrate e della spesa. La determina a contrarre

4. (Art. 18. D.Lgs 36/2023) Forme di stipula dei contratti.

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5. (Art. 194, D.Lgs. 267/2000). Procedura di riconoscimento di legittimità di debiti fuori bilancio e competenza.

6. Principali reati contro la P.A. Abuso di ufficio in particolare

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7. (Artt. 169 e 170, D.Lgs. 267/2000 e All. 4/1, D.Lgs. 118/2011 paragr. 4.2). Piano esecutivo di gestione, DUP, PIAO e gli altri strumenti di programmazione.

8. Corruzione e concussione

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9. (paragr. 5.4 All. 4/2-Principio applicato contabilità finanziaria D.Lgs. 118/2011). Il fondo pluriennale vincolato

10. Cosa è il Codice di Comportamento

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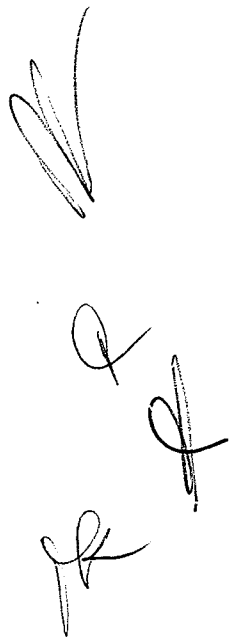
11. La contrattazione decentrata. Fasi e soggetti coinvolti. Fondo risorse decentrate: costituzione e utilizzo. Performance individuale e collettiva.

12. Che cos'è il MEPA e quali sono gli obblighi di utilizzo per la pubblica amministrazione. Che cosa sono le Convenzioni Consip e quali sono i vantaggi e gli svantaggi del suo utilizzo

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blocco II

1. Tipologie degli atti amministrativi dell'Ente Locale: delibere e determine

2. Rapporto tra il principio di trasparenza e il principio della riservatezza (privacy)

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3. Che cosa è il diritto di accesso e quali norme lo regolano

4. Revoca del provvedimento -art. 21 quinquies e Annullamento d'ufficio art. 21 nonies Legge 241/90

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5. Principali strumenti di semplificazione amministrativa -(artt. 14-21)

6. Gli Organi di governo del comune

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8. La trasparenza quale strumento di prevenzione della corruzione

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9. La legge n. 241/1990 cosa prevede in merito alla motivazione del provvedimento amministrativo

10. DPR 445/2000: Art. 46 (R) Dichiarazioni sostitutive di certificazioni e Art. 47 (R) Dichiarazioni sostitutive dell'atto di notorietà: differenze

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11. Le fasi del procedimento amministrativo

12. Gli strumenti per la prevenzione della corruzione nella pubblica amministrazione dopo la Legge 190/2012

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Blocco III

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5. Cosa sono i PTRI e quando si attivano?

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14. Quali sono le misure possibili a sostegno della domiciliarità per un anziano?

15. Chi sono i componenti dell'UVI e quando viene convocata?

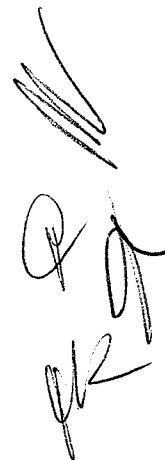
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16. Quali sono le funzioni del Coordinatore dell'Ufficio di piano?

17. Qual è il servizio dove il cittadino può chiedere informazioni sulle politiche sociali?

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19. Quali sono i servizi semiresidenziali previsti dal catalogo regionale dei servizi sociali?

20. Che cos'è il Dopo di Noi?

21. Quali sono i servizi previsti nell'area povertà?

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INFORMATICA

1. CHE COS'È UNA TABELLA PIVOT

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2. COSA È UN FIREWALL?

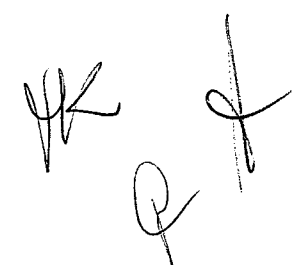
CELLA VUOTA NON SCRIVERE GRAZIE

3. COSA SONO SPID E APP IO?

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4. QUALI SONO GLI APPLICATIVI PIÙ DIFFUSI NEL PACCHETTO OFFICE?

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5. COSA SIGNIFICA COLLEGARE UN COMPUTER IN RETE. CONCETTO DI LAN E WAN

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6. COSA È IL CAD?

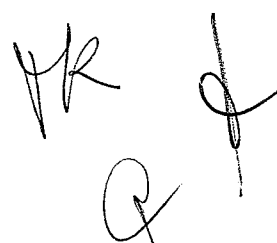
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7. COSA SONO I SOCIAL NETWORK - CODICE DI COMPORTAMENTO NOVITA'

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8. COSA SONO IL BACKUP, IL CLOUD E IL DISASTER RECOVERY

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9. UNITA' DI MISURA IN INFORMATICA

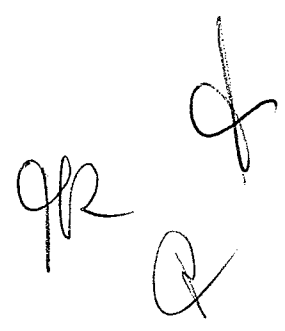
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10. DOWNLOAD E UPLOAD

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Chicago (B1)

Keith recently came back from a trip to Chicago, Illinois. This midwestern metropolis is found along the shore of Lake Michigan. During his visit, Keith spent a lot of time exploring the city to visit important landmarks and monuments.

Keith loves baseball, and he made sure to take a visit to Wrigley Field. Not only did he take a tour of this spectacular stadium, but he also got to watch a Chicago Cubs game. In the stadium, Keith and the other fans cheered for the Cubs. Keith was happy that the Cubs won with a score of 5-4.

Chicago has many historic places to visit. Keith found the Chicago Water Tower impressive as it is one of the few remaining landmarks to have survived the Great Chicago Fire of 1871. Keith also took a walk through Jackson Park, a great outdoor space that hosted the World's Fair of 1892. The park is great for a leisurely stroll, and it still features some of the original architecture and replicas of monuments that were featured in the World's Fair.

During the last part of his visit, Keith managed to climb the stairs inside of the Willis Tower, a 110-story skyscraper. Despite the challenge of climbing the many flights of stairs, Keith felt that reaching the top was worth the effort. From the rooftop, Keith received a gorgeous view of the city's skyline with Lake Michigan in the background.

Did you understand the text?

1) **Where is Chicago in the United States?**

- a) The east coast
- b) The midwest
- c) The south
- d) The west coast

2) **What sport do the Chicago Cubs play in Wrigley Field?**

- a) Rugby
- b) Baseball
- c) Soccer
- d) Football



3) **Why was Keith impressed by the Chicago Water Tower?**

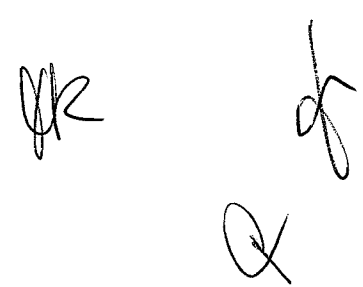
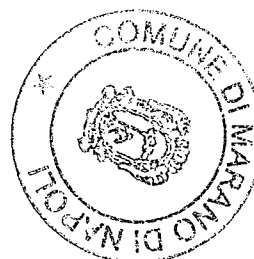
- a) It is the tallest building in the city.
- b) It supplies water to the entire population.
- c) It is the only remaining monument of the World's Fair.
- d) It is one of few landmarks that survived a historical fire.

4) **What event was important for Chicago in 1892?**

- a) Wrigley Field was constructed.
- b) The Great Fire destroyed a large part of the town.
- c) The World's Fair took place here.
- d) Jackson Park became open to the public.

5) **How did Keith arrive to the rooftop of the Willis Tower?**

- a) He took an outdoor elevator.
- b) He used an indoor elevator.
- c) He climbed the building's exterior.
- d) He walked up the interior stairs.



Miami (B1)

Christina visited Miami during her winter vacation. She is from Boston, where it is cold during the winter months. Miami, however, has a very warm climate. There are many sunny days in Miami, and people can go to the beach all year long. Christina spent a good portion of her trip on the beach to relax and sunbathe. However, she also explored Miami and its surroundings.

Inspired by Miami's proximity to the ocean, Christina visited the Miami Seaquarium to learn about marine life. There, she watched a show using trained dolphins, killer whales, and other aquatic mammals. She took a lot of pictures of the sea creatures jumping out of the water and performing tricks.

Christina also took an excursion to the Everglades National Park. This park is a protected area spanning 1.5 million acres. Because the park is mostly swampland, it is home to many reptiles. Native animals include snakes, alligators, and crocodiles. The park is also great for birdwatching. Christina enjoyed hiking the trails in the Everglades and observing the wildlife in its natural environment.

When Christina returned to the city, she visited Little Havana. This is Miami's Cuban neighborhood. Christina could see that Little Havana's people demonstrated a lot of pride for their Cuban heritage. There were many outdoor shops and vendors, live musicians, and the Cuban cuisine was delicious. Little Havana was Christina's favorite part about her trip to Miami. This neighborhood made Christina feel like she had traveled to Cuba without ever having to leave the United States.

Did you understand the text?

1) In comparison to Christina's hometown, Miami's winter weather is:

- a) Cooler
- b) Warmer
- c) More humid
- d) The Same

2) Why was Christina motivated to visit the Miami Seaquarium?

- a) She wanted to protest animal rights.
- b) She hoped to photograph the sea creatures.
- c) Miami's coastal location inspired her.
- d) The Seaquarium was recently constructed.

3) Which of the following animals would not be found in the Everglades?

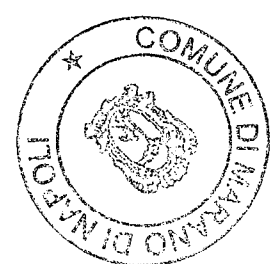
- a) Crocodiles
- b) Birds
- c) Dolphins
- d) Snakes

4) Little Havana's identity is based on what particular culture?

- a) American culture
- b) Dominican culture
- c) Mexican culture
- d) Cuban culture

5) What was Christina's favorite part about her trip to Miami?

- a) Sunbathing on the beach
- b) Visiting the Miami Seaquarium
- c) Hiking the trails of the Everglades
- d) Touring Little Havana



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London (B1)

London is a famous and historic city. It is the capital of England in the United Kingdom. The city is quite popular for international tourism because London is home to one of the oldest-standing monarchies in the western hemisphere. Rita and Joanne recently traveled to London. They were very excited for their trip because this was their first journey overseas from the United States.

Among the popular sights that Rita and Joanne visited are Big Ben, Buckingham Palace, and the London Eye. Big Ben is one of London's most famous monuments. It is a large clock tower located at the northern end of Westminster Palace. The clock tower is 96 meters tall. Unfortunately, Rita and Joanne were only able to view the tower from the outside. The women learned that the tower's interior is undergoing renovations until 2021.

Fortunately, the London Eye, the city's famous Ferris wheel, was open to the public. The London Eye is situated along the southern shores of the Thames River. This attraction stands 135 meters high. It is one of London's most well-known spots for gaining aerial views of the city. Each capsule of the Ferris wheel can hold up to 25 passengers. When their capsule stopped at the top of the Ferris wheel, the women took spectacular panoramic photographs of the beautiful cityscape below.

The last place that Rita and Joanne visited was Buckingham Palace, the home of the Queen of England. The women were impressed by the palace's incredible architecture and historical value. Both Rita and Joanne enjoyed watching the Queen's guards outside the palace. These guards wore red tunic uniforms, shiny black boots, and bearskin hats. Despite the women's attempts to catch the attention of the guards, the guards are specifically trained to avoid distractions. Because of this, the guards ignored the women completely.

Joanne and Rita had an amazing time visiting the city of London, and they are inspired to seek more international travel destinations in the future.

Did you understand the text?

1) All of the following are true about London except:

- a) It is the capital city of England.
- b) It was initially its own country.
- c) It is home to the Queen of England.
- d) It borders the Thames River to the south.

2) Why were Rita and Joanne excited for their trip?

- a) Joanne's parents recently moved to London.
- b) Rita and Joanne love tasting international cuisine.
- c) They had never before traveled internationally.
- d) They looked forward to spending time on the beach.

3) Why couldn't Rita and Joanne climb Big Ben?

- a) To climb the tower requires complicated equipment.
- b) They did not bring enough money with them.
- c) Joanne is afraid of heights.
- d) The clock tower is closed for renovations.



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More questions about the text:

4) From where did the women receive great overhead views of the city?

- a) Big Ben
- b) The London Eye
- c) Buckingham Palace
- d) The River Thames

5) Which is not a characteristic of the Queen's guards?

- a) Short attention spans
- b) Shiny black boots
- c) Bearskin hats
- d) Red tunics

6) Because of their trip to London, Rita and Joanne:

- a) Want to move there permanently
- b) Were inspired to become photographers
- c) Decided to travel internationally more often
- d) Would prefer to never return

San Francisco (B1)

In June, Diane visited her friends who live in San Francisco, California. This was Diane's first time in the city, and she enjoyed her opportunities to walk around and explore.

On the first day of her trip, Diane visited the Golden Gate Bridge. This red suspension bridge measures 1.7 miles in length. Diane and her friends did not walk across the bridge. However, they viewed it from the Golden Gate National Recreation Area, which offers hiking trails, picnicking areas, and presents spectacular views of the bridge and city. Diane and her friends made sure to take a group photograph here, featuring the bridge in the background.

The next day, Diane and her friends visited Alcatraz Island. This island is located 1.25 miles offshore in the San Francisco Bay. It used to serve as a lighthouse, military fort, and prison. Diane and her friends took a small tour boat across bay to reach the island. Their visit included a guided tour through the old military base and prison. They also took a walk around the island to appreciate some of the native wildlife in addition to the views of the city.

Diane and her friends spent the final day of her visit in San Francisco's downtown area. Diane's favorite part of her entire trip was taking a trolley to transport her up and down the hilly streets of San Francisco. Diane did a lot of shopping downtown on her last day. She and her friends celebrated the end of her visit by having dinner at one of San Francisco's best restaurants.

Did you understand the text?

1) **What was the purpose of Diane's visit to San Francisco, California?**

- a) She wanted to tour the city.
- b) She was visiting friends who lived there.
- c) She wanted to see its famous bridge.
- d) She was visiting for a job interview.

2) **Visitors can do all of the following at the Golden Gate National Recreation Area except for:**

- a) Ride the trolleys
- b) Have a picnic
- c) Take photographs
- d) Hike the trails

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3) **Where did Diane and her friends go on the second day of her visit?**

- a) The Golden Gate Bridge
- b) The Golden Gate National Recreation Area
- c) Alcatraz Island
- d) Downtown San Francisco

4) **How did Diane and her friends arrive to Alcatraz Island?**

- a) By foot
- b) By car
- c) By trolley
- d) By boat



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5) **What was Diane's favorite part about her trip to San Francisco?**

- a) Her visit to the Golden Gate Bridge
- b) Her tour of Alcatraz Island
- c) Her trolley rides in the downtown area
- d) Her final dinner with her friends

Los Angeles (B1)

Stephanie recently took a weekend trip to Los Angeles, California. Los Angeles is a coastal city situated along the Pacific Ocean. Many celebrities earned their claim to fame here. Although the town offers many attractions centered around Hollywood culture, there is a lot to see and visit in Los Angeles.

Of course, all things related to Hollywood are popular tourist attractions. The Hollywood Sign, located in the Hollywood Hills of the Santa Monica Mountains, is a famous landmark for this star-studded town. Once in downtown Hollywood, it's possible to take a stroll along the Hollywood Walk of Fame. This landmark contains more than 2500 brass stars dedicated to celebrities who have made a significant impact on the entertainment industry. In Hollywood, visitors can even take tours of popular movie studios. Stephanie had a chance to visit Universal Studios, which produces her favorite films.

Los Angeles is also a popular beach town, offering plenty of opportunities for sunbathing and surfing. A common beach destination is the Santa Monica Pier, which offers rides and attractions to its visitors. Here, Stephanie rode the iconic Ferris wheel, which offered her a spectacular view of the city and coast.

These are just some of the things Stephanie experienced during her visit to Los Angeles. She loved her trip, and she hopes to return someday soon.

Did you understand the text?

1) For how long did Stephanie visit Los Angeles?

- a) An afternoon
- b) Overnight
- c) A weekend
- d) A month

3) To whom are the brass stars dedicated?

- a) Film directors
- b) Actors and actresses
- c) Musicians
- d) All of the above

5) Which of the following does not describe Los Angeles?

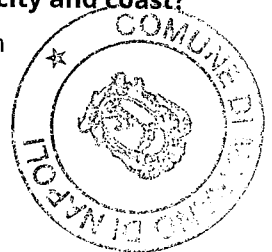
- a) A popular tourist destination
- b) An entertainment capital
- c) Stephanie's hometown
- d) A coastal city

2) What is not a popular landmark for tourists to visit in Hollywood?

- a) Universal Studios
- b) The Walk of Fame
- c) The Hollywood Sign
- d) A Ferris wheel

4) What specifically gave Stephanie a spectacular view of the city and coast?

- a) The Hollywood Sign
- b) The Ferris wheel
- c) Santa Monica Pier
- d) The skyscrapers



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