



TRACCIA 1



1. Il codice dei beni culturali e del paesaggio - decreto legislativo n. 42 del 22 gennaio 2004
2. Il Progetto Nati per Leggere: il principio su cui si basa il progetto e la sua gestione
3. Le funzioni e competenze di Consiglio Comunale.

Informatica: definizione e funzione della PEC

Inglese:

CIVIC TOWER

In 1643, following a celebration when the Savoy dukes visited the town, a terrible fire broke out in the tower, devastating part of the belfry.

It was rebuilt in 1644 and finished with elegant plasterwork, and the main bell was recast. The current bell, which weighs 1,700 kg, was installed in 1949.

The building, which has been restored in recent years, has hosted the local tourism office and several temporary exhibitions.

TRACCIA 2

1. L'iter del libro in biblioteca: dall'acquisto al prestito
2. Il servizio di reference in biblioteca
3. Quali sono i vizi dell'atto amministrativo

Informatica: in che cosa consiste l'operazione di backup

Inglese:

CONVENT OF SANTA MONICA (UNIVERSITY)

In the early 2000s the University of Turin, in agreement with the municipality of Savigliano, decided to turn the complex into a university campus. The renovation work took up the traditional construction techniques and historical evolution of the structure. An Italian garden was created in the quadrilateral, taking up the plan of the convent garden as depicted in the first town plan of Savigliano, drawn up by Maurizio Eula in 1841 and preserved in the Municipal Historical Archives.



TRACCIA 3



1. La valorizzazione di un bene culturale
2. Funzioni e servizi della biblioteca
3. **Quali sono gli atti che possono essere emanati dai Responsabili/Dirigenti del comune.**

Informatica: in Microsoft Office, a cosa serve il modulo Excel?

Inglese:

GOING TO WORK IN THE MORNING

My job is a long distance from my home, almost 50 miles away. I have to wake up early every morning, as I'm always in a rush. There's never enough time for a relaxed breakfast. At exactly 6:00 AM, I get into my car and start the long drive. I usually like driving on the highway more than in the city. During the morning rush hour, though, it's not very enjoyable.

TRACCIA 4

1. La catalogazione
2. I social media per valorizzare le attività e i servizi dei beni culturali
3. **La disciplina della prevenzione della corruzione nell'ordinamento degli enti locali.**

Informatica: cos'è lo Spid?

Inglese:

TRAIL ALONG THE MAIRA

The Trail along the Maira is a tourist path promoted by the Compagnia del Buon Cammino and the eight municipalities along the Maira. The Compagnia del Buon Cammino is an association, established in 1996 and based in Cuneo, that unites municipalities, organizations, associations, businesses and private citizens devoted to promoting their territory from a tourist standpoint, thanks to environmental protection, the identity of the landscape and the socio-cultural heritage.



TRACCIA 5

1. Il restauro di un bene culturale
2. Progettare un evento in biblioteca o al museo
3. Gli elementi essenziali dell'atto amministrativo

Informatica: che cos'è Android?

Inglese:

CHRISTMAS

Santa Claus is said to fly around the Christmas sky in a sled powered by his magical reindeer, coldresistant, mythically powered, individually named animals, delivering presents to each child's house in the process. Santa is also expected to slide through chimneys to deliver these presents (homes not equipped with chimneys might "leave the front door cracked open"), and children sometimes arrange cookies or other treats on a plate for him to enjoy.

TRACCIA 6

1. Gli acquisti in biblioteca e la revisione delle raccolte
2. In un periodo di emergenza come quello recente del covid, in cui i luoghi di cultura sono rimasti chiusi per lunghi periodi, indicare le soluzioni per continuare a mantenere i propri utenti.
3. Il candidato illustri le funzioni e competenze della Giunta Comunale.

Informatica: la firma digitale

Inglese:

TRIUMPHAL ARCH

Work to erect the Triumphal Arch commenced on 9 May 1585 in preparation for the wedding parade of Duke Charles Emmanuel I and his wife Catalina Micaela, daughter of the King of Spain, in July. The procession, on its way back to Turin from Zaragoza, where the nuptials had been celebrated, crossed Piedmont from Ceva to Moncalieri.

The towns visited by sovereigns would hold celebrations and ceremonies during which the façades of the houses were decorated and arches, often temporary, would be erected to exalt the power of the ruling house.

TRACCIA 7



1. L'organizzazione di una mostra temporanea
2. La tutela e la conservazione dei beni culturali
3. Quali sono le differenze tra deliberazioni e determinazioni

Informatica: quali sono i principali pacchetti di Office: indicarne almeno due e descriverne la funzione

Inglese;

MONASTERY OF SANT'AGOSTINO

Today the former monastery of Sant'Agostino is an important cultural and social complex that offers the town numerous diversified activities.

Since 2012 the complex has also housed the *Centro della Memoria*, a point of reference for those who want to learn something more about the town past, as it is a place that collects, preserves and valorises oral documentation, photographs, films and other works about Savigliano during the twentieth century.

TRACCIA 8

1. Lo scarto dei beni librari
2. Supporti diversi dal libro in biblioteca
3. I principi generali sui quali si basa il comportamento in servizio del dipendente pubblico

Informatica: a cosa serve il pacchetto applicativo Word?

Inglese;

CHRISTMAS

is widely celebrated and enjoyed across the United States and the world. The holiday always falls on 25 December (regardless of the day of the week), and is typically accompanied by decorations, presents, and special meals. Specifically, the legend behind Christmas (and the one that most children are told) is that Santa Claus, a bearded, hefty, jolly, and red-jacket-wearing old man who lives in the North Pole, spends the year crafting presents with his elves, or small, festive, excited Santa-assistants.



TRACCIA 9

1. La sezione ragazzi: organizzazione e servizi
2. Servizi tradizionali e servizi innovativi della biblioteca
3. Le funzioni e le competenze del Sindaco.

Informatica: qual è la differenza tra software e hardware

Inglese:

FOOD.

To make breakfast, lunch, and dinner daily, these persons must have the required foods and ingredients on hand and ready to go; foods and ingredients are typically purchased from a grocery store, or an establishment that distributes foods, drinks, household products, and other items that're used by the typical consumer. In terms of fruit, most grocery stores offer bananas, apples, oranges, blackberries, raspberries, grapes, pineapples, cantaloupes, watermelons, and more.

TRACCIA 10

1. Il sistema bibliotecario nazionale SBN
2. Il servizio di prestito e il prestito interbibliotecario
3. Cosa si intende per trasparenza nella P.A. e quali sono le principali finalità

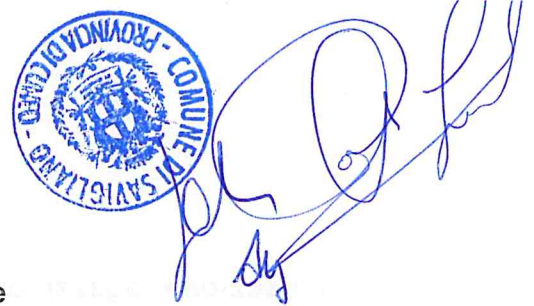
Informatica: che cos'è un motore di ricerca ? farne qualche esempio

Inglese:

MUNICIPAL BUILDING – TOWN HALL

After the boys' elementary school moved to a new wing constructed for it by engineer Guido Jaffe close to the old oratory of San Filippo, in 1930 the building became the new headquarters of the municipal administration. Work to decorate the ceremonial rooms and the hall of honour was completed according to the instructions of the "podestà" Annibale Galateri. Important authorities visiting the city were received in the new building, such as King Victor Emmanuel II on 31 August 1930, and Prince Humbert and Princess Maria José on 21 September 1930.

TRACCIA 11



1. La legislazione bibliotecaria nazionale e regionale
2. Con quali uffici e servizi del Comune deve relazionarsi il Responsabile di una biblioteca per la gestione di essa
3. I pareri di regolarità tecnica e contabile

Informatica: come si inserisce in calce ad un file di testo, il nome ed il relativo percorso del file?

Inglese:

JOBS AND PROFESSIONS.

As has been the case for many years, jobs, or forms of employment wherein employees perform a service or duty in exchange for financial compensation, play a prominent role in society. Furthermore, all jobs—even those of seemingly little significance—are important, as they simply wouldn't exist if their specific responsibilities weren't of value to employers (companies or persons that pay others for their work), customers (individuals who pay money for a product or service), and the economy generally.

TRACCIA 12

1. Le linee guida IFLA e il manifesto dell'Unesco sulle biblioteche pubbliche
2. Gli eventi territoriali, nazionali e internazionali legati all'editoria e alla pubblicazione dei libri
3. Tra i principi dell'attività amministrativa vi è quello di motivazione del provvedimento amministrativo. Caratteristiche e riferimenti normativi

Informatica: quali possono essere gli strumenti ordinariamente disponibili per inviare con una e-mail un documento particolarmente "pesante"?

Inglese:

PIAZZA SANTA ROSA

Considered one of the loveliest squares in the entire Piedmont region, it was built over ancient structures. Its irregular and elongated shape is due to the numerous transformations over the years when the buildings were incorporated. It dates back to the thirteenth century, when Savigliano became a free commune and the noble families who had moved there settled around this central area, building fortress dwellings facing the square. With the communal ordinance of 1470, work commenced to reorganize the square, which had become the administrative and economic heart of the town.



TRACCIA 13

1. I software gestionali e i sistemi informativi per i beni librari archivistici e museali
2. Collaborazione tra scuola e luoghi della cultura
3. Il candidato illustri le funzioni e competenze del Dirigente.

Informatica: a cosa servono le porte USB?

Inglese:

THE FOUR SEASONS.

Autumn (or fall), more than being a simple precursor to winter, is one of the most beautiful and exciting seasons. Spanning from 22 September to 21 December (technically, that is; snow will begin to fall long before this latter date, in most parts of the country, leading many to classify the period as winter) in the US, autumn is characterized by falling leaves, Halloween (on 31 October), and Thanksgiving.

TRACCIA 14

1. La biblioteca sociale: la collaborazione con enti, associazioni, operatori, socioculturali e cittadini
2. I periodici della biblioteca: acquisto catalogazione e gestione
3. I reati contro la pubblica amministrazione: indicare alcuni esempi.

Informatica: su Microsoft Excel in una tabella contenente 10 valori numerici (A1 – A10), come si imposta la formula della somma nella casella A11?

Inglese:

FOOD

Depending on the grocery store, customers can purchase fruits in a few different ways. Some stores will charge a set amount per pound of fruit, and will weigh customers' fruit purchases and bill them accordingly; other stores will charge customers for each piece of fruit they buy, or for bundles of fruit (a bag of bananas, a bag of apples, etc.); other stores yet will simply charge by the container.

TRACCIA 15



1. Laboratori per attività culturali
2. L'organizzazione dello spazio di una biblioteca: struttura, locali, arredi, attrezzature e segnaletica
3. **Il codice di comportamento dei dipendenti pubblici**

Informatica: come si inserisce una nota a piè di pagina in un documento di word?

Inglese:

MUNICIPAL BUILDING – TOWN HALL

The building was planned by the head engineer of the municipal government, Clodoveo Cordoni, in order to house the boys' elementary school. The cornerstone of the building was laid on 4 September 1889 in the presence of Mayor Stefano Musante, the municipal council, and civic and religious authorities. When Cordoni was transferred to Novara as head engineer and then to Genoa as director of public works, construction work was directed by his successor, engineer Cotta-Ramusino. Following provisional inspection of the structure in March 1892, the work was completed in 1901.

TRACCIA 16

1. La biblioteca sociale: aggregatori di comunità e luogo di facilitazione
2. Come comunicare e informare la cittadinanza e gli utenti dei servizi e delle attività della biblioteca
3. **Le forme associative fra enti locali nel D. Lgs. n. 267/2000**

Informatica: in Microsoft word l'opzione "stampa unione" cosa consente di fare?

Inglese:

THE FOUR SEASONS

are spring, summer, fall, and winter, and although various areas of the United States experience drastically different weather during these times, all portions of the country recognize the seasons; winter in California may bring heat, and winter in New York may bring blizzards, but both periods are nevertheless winter. Following winter, spring begins on 20 March and ends on either 20 June or 21 June, in the United States (this date may vary slightly from year to year and hemisphere to hemisphere).