

DIDATTICA

1. Modalità di ammissione ai corsi di dottorato
2. Carriere Alias
3. Collaborazioni part-time
4. Mobilità studentesca e contributi di mobilità
5. Contributi per le attività e i viaggi studenteschi
6. Cosa é un credito formativo universitario
7. Cosa é un ordinamento didattico di un corso di studio
8. Cotutela di tesi nel dottorato di ricerca
9. Cultore della materia
10. Esame finale del dottorato di ricerca
11. Gli organi del master
12. I corsi di dottorato
13. I corsi di laurea
14. I corsi di laurea magistrale
15. I corsi di specializzazione
16. I corsi singoli
17. I master
18. I regolamenti didattici dei corsi di studio
19. I requisiti di ammissione dei corsi di laurea e di laurea magistrale
20. Il laureato frequentatore
21. La commissione della prova finale dei corsi di laurea
22. Le verifiche di profitto
23. L'istituto della decadenza nei corsi di laurea
24. Lo studente lavoratore
25. Dottorato di ricerca. Il collegio dei docenti
26. Organi della scuola di specializzazione dell'area sanitaria
27. Premi di studio
28. Procedimenti disciplinari agli studenti
29. Quali sono i titoli di studio che rilascia l'Università di Pisa
30. Summer school

Elementi di legislazione universitaria, Elementi di diritto amministrativo, Statuto dell'Università di Pisa

1. Il Rettore
2. Il Senato accademico
3. Il Consiglio di Amministrazione
4. I Prorettori e i delegati
5. Il Collegio dei Revisori
6. Il Nucleo di Valutazione
7. Il Presidio della Qualità
8. Il Comitato unico di Garanzia
9. Il Consiglio degli studenti
10. Il Dipartimento
11. Gli organi del Dipartimento
11. La Scuola interdipartimentale
12. Il Sistema Museale di Ateneo
13. Il Sistema Bibliotecario di Ateneo
14. Il Sistema informatico di Ateneo
15. Il Direttore Generale
16. Il diritto di accesso agli atti
17. Accesso civico e accesso civico generalizzato
18. Il procedimento amministrativo
19. Le fasi del procedimento amministrativo
19. La tutela della riservatezza
20. Il titolare del trattamento dei dati e il Responsabile della protezione dei dati
21. La trasparenza
22. La normativa sull'anticorruzione
23. Il pubblico impiego
24. I doveri del dipendente pubblico
25. I diritti del dipendente pubblico
26. L'autonomia normativa delle Università
27. Il reclutamento del personale docente
28. L'Università ente pubblico autarchico.
29. Le modifiche di Statuto.
30. La Contrattazione collettiva nazionale e integrativa

RICERCA

1. Regolamento sugli assegni di ricerca - Requisiti di partecipazione previsti
2. Il contenuto dei bandi di selezione per assegni di ricerca
3. Finalità e ambito di applicazione del Regolamento per l'assunzione di ricercatori a tempo determinato
4. Cosa si intende per contratto "junior" all'interno del Regolamento per l'assunzione di ricercatori a tempo determinato
5. Finanziamenti, bandi e procedure di selezione: b) Bandi relativi a specifici programmi di ricerca
6. Descrivere la procedura di attivazione di un corso di dottorato
7. Il Coordinatore del corso di dottorato: individuazione e funzioni
8. Finanziamento e importo delle borse di studio ai sensi di quanto previsto dal Regolamento di Ateneo sul dottorato di ricerca
9. Borse di ricerca e borse di studio e di approfondimento: principali differenze.
10. Borse di studio e approfondimento: definizione e modalità di conferimento secondo il Regolamento universitario in materia
11. Le borse di ricerca. Definizione e modalità di conferimento secondo il Regolamento universitario in materia.
12. Le borse di ricerca. Caratteristiche del bando per la selezione e modalità di conferimento come previsto dal Regolamento universitario in materia.
13. Le prestazioni conto terzi. Modalità di approvazione e stipula dei contratti ai sensi del Regolamento universitario in materia.
14. La composizione del corrispettivo nei contratti per prestazioni conto terzi ai sensi del Regolamento universitario in materia.
15. L'attribuzione dei compensi nei contratti per prestazioni conto terzi ai sensi del Regolamento universitario in materia.
16. Le prestazioni conto terzi. Principali caratteristiche e modalità di stipula dei contratti.
17. L'assunzione di ricercatori a tempo determinato specificare il contenuto del bando di selezione come previsto dal Regolamento universitario in materia.
18. Cosa si intende per spin off universitaria
19. Contenuto della proposta Spin off
20. Compiti e composizione del comitato spin off
21. Marchio Spin off , uso prima concessione e rinnovo.
22. Commissione tecnica brevetti composizione e compiti
23. Commissioni scientifiche d'Area e attribuzione del rating di ateneo
24. Principali fondi di finanziamento per i progetti di ricerca
25. Principali finanziamenti nazionali, regionali e internazionali per la ricerca
26. Trasferimento Tecnologico, brevetti e spin off

27. Cosa si intende per terza missione dell'università
28. Anvur e valutazione della qualità della ricerca (VQR)
29. Principali caratteristiche della figura dell'assegnista di ricerca, ai sensi del regolamento universitario
30. Principali figure che svolgono attività di ricerca.

Informatica

1. Per prevenire la perdita di dati importanti sul PC in caso di rottura del disco, cosa si deve fare?
2. Illustrare come spedire un messaggio con allegati.
3. Con Microsoft Word come è possibile cambiare il tipo di carattere per l'intero testo?
4. Il candidato illustri i principali usi di word.
5. Il candidato spieghi come può prevenire la perdita accidentale di un documento su cui sta lavorando.
6. Il candidato spieghi cosa è una formula in excel e faccia degli esempi di utilizzo
7. Il candidato illustri i principali usi di Excel
8. Il candidato illustri le operazioni che eseguirebbe dovendo stampare un documento
9. Vantaggi e svantaggi di avere un P.C. con risorse condivise
10. L'uso della posta elettronica e modalità di spedizione di un allegato
11. Il candidato spieghi quali sono le tecniche che usa per modificare un testo e annullare una operazione appena effettuata, sia questa di spostamento che di digitazione.
12. Con riferimento a Windows, illustrare quali sono le azioni da eseguire per raggruppare un insieme di file in una cartella.
13. Il candidato illustri come agirebbe nel caso volesse sostituire una parola presente in un documento 50 volte senza procedere alla correzione manuale
14. Il candidato illustri che cos'è la cronologia all'interno delle opzioni in Internet?
15. Con riferimento a Windows, illustrare quali sono le azioni da compiere per cambiare il nome di un file.
16. Il candidato spieghi come può prevenire la perdita accidentale di un documento su cui sta lavorando.
17. Il candidato illustri le operazioni che eseguirebbe dovendo copiare un documento in word.
18. Il candidato spieghi cosa sono i "tasti a rapida" scelta e faccia l'esempio di quelli di uso più comune.
19. Il candidato, spieghi cosa si intende con il termine "Virus" in campo informatico e spieghi le implicazioni che può avere.
20. Il candidato illustri cosa è il "cestino" di Windows e le operazioni che si possono fare con questo.
21. Illustrare come creare una nuova cartella sul desktop, assegnarle un nome e, successivamente, rinominarla
22. Il candidato descriva le modalità di ricerca su Internet.
23. Il candidato dopo aver illustrato le caratteristiche di word indichi che cos'è un file e le modalità di conservazione?
24. Il candidato dopo aver illustrato le funzioni di Internet dica che cosa si intende per pagina web.
25. Che cosa è un motore di ricerca?
26. Che cos'è un hiperlink?
27. Che cos'è il World Wide Web?
28. Il browser.
29. Che cos'è un database?
30. Le caratteristiche di Power Point

INGLESE

- 1) Intensive Italian language courses for international students are offered in September and October each year by the Interdepartmental Language Centre (CLI). Regular Italian courses are also offered during the year for different proficiency levels. Students are required to take an Entry Test (even absolute beginners) to establish their knowledge level when they start.

The CLI provides courses in a wide range of other foreign languages (French, German, Portuguese, Spanish, Chinese, Japanese, Arabic, etc.) and modern facilities to practice them (labs, interactive whiteboard, etc.).
- 2) The University of Pisa offers a low-price dining service to its students. There are three dining halls in different parts of the city which provide meals (lunch and dinner) all days of the week. Students can choose from three types of meals: full (first course, second course, side dish, dessert and drink, 4,00 euros); light (from 3,00 to 3,50 euros); take away (3,50 euros).

In order to access the dining halls students must show the magnetic card which they receive upon enrolment in the university. To pay for meals, students must charge the magnetic card using the automatic cash machines located in each dining hall or through the DSU website.
- 3) The University of Pisa is a public institution boasting twenty departments, with high level research centres in the sectors of agriculture, astrophysics, computer science, engineering, medicine and veterinary medicine. Furthermore the University has close relations with the Pisan Institutes of the National Board of Research, with many cultural institutions of national and international importance, and with industry, especially that of information technology, which went through a phase of rapid expansion in Pisa during the nineteen sixties and seventies.
- 4) The earliest evidence of a Pisan "Studium" dates to 1338, when the renowned jurist Ranieri Arsendi transferred to Pisa from Bologna. He along with Bartolo Da Sassoferrato, a lecturer in Civil Law, were paid by the Municipality to teach public lessons.

The papal bull 'In supremae dignitatis', granted by Pope Clement VI on 3 September 1343, recognized the 'Studium' of Pisa as a 'Studium Generale'; an institution of further education founded or confirmed by a universal authority, the Papacy or Empire. Pisa was one of the first European universities that could boast this papal attestation, which guaranteed the universal, legal value of its educational qualifications.
- 5) Following the rebellion against Florence in 1494 and the war following, the Pisan Studium suffered a period of decline, and was transferred to Pistoia, Prato and Florence. The ceremonial re-opening of the University, on 1 November 1543, under rule by Duke Cosimo I dei Medici, was considered as a second inauguration. The quality of the University was furthered by the statute of 1545 and the Pisan Athenaeum became one of the most significant in Europe for teaching and research. The chair of "Semplici" (Botany) was held by Luca Ghini, founder of the world's first Botanical Gardens, succeeded by Andrea Cesalpino, who pioneered the first scientific methodology for the classification of plants and is considered a forerunner in the discovery of blood circulation.
- 6) The University's role as a state institution became ever more accentuated during the Medici Grand Duchy period. A protectionist policy ensured a consistent nucleus of scholars and teachers: laws issued by Cosimo I, Ferdinando I and Ferdinando II obliged those who intended to obtain a degree to attend the Studium of Pisa. This period sees various illustrious figures lecture at Pisa, especially in the field of law and medicine.
- 7) During the 'Second Restoration', in 1851, Leopoldo II united the universities of Pisa and of Siena in a unique Etruscan Athenaeum motivated partly by economic reasons, but primarily for political control. The faculties of Theology and Law rested at Siena; while

those of Literature, Medicine, Mathematics and Natural Sciences remained at Pisa. Following the Florentine insurrection and the fleeing of the Grand Duke in 1859, one of the initial measures imposed by the Provisory Government was the restitution to the city of Pisa of its Studium with all six of its faculties.

- 8) With the birth of the Kingdom of Italy, the University of Pisa became one of the new state's most prestigious cultural institutions. Between the second half of the nineteenth and first half of the twentieth centuries the following prestigious lecturers taught at Pisa: the lawyers Francesco Carrara and Francesco Buonamici, philologists Domenico Comparetti and Giovanni D'Ancona, historians Pasquale Villari, Gioacchino Volpe and Luigi Russo, philosopher Giovanni Gentile, economist Giuseppe Toniolo and mathematicians Ulisse Dini and Antonio Pacinotti. The first European institute of Historical Linguistics was founded in Pisa in 1890.
- 9) After the second world war the University of Pisa returned to the avant-garde in many fields of knowledge. To the faculties of Engineering and Pharmacy, established pre-war, were added Economics, Foreign Languages and Literature and Politics. In 1967 the 'Scuola Superiore di Studi Universitari e Perfezionamento S. Anna' was founded which, together with 'La Scuola Normale', formed a highly prestigious learning and teaching centre.
- 10) The Department of Biology of the University of Pisa brings together a range of disciplines to understand life at all levels of biological organization in a wide variety of organisms, including viruses, bacteria, animals, plants and humans. Research plays a central role in the Department's mandate and focuses on the organization and functioning of cells, tissues, organs, individuals, populations and ecological communities in an evolutionary context. In addition to fundamental research, the mission of the Department of Biology is also to promote the applied aspects of the research, as for example with the research program in biotechnology.
- 11) The Department of Biology has good infrastructure and instrumentation to ensure laboratory and field advanced research. The units of the Department of Biology consist of high profile scientific researchers who have developed national and international partnerships with leading research laboratories in their disciplines and who are able to attract funding from public and private organizations both nationally and internationally.
- 12) Nowadays, five are the main thematic areas of the research in the Department of Chemistry in Pisa: Analytical Chemistry, Physical Chemistry, Industrial Chemistry, Inorganic Chemistry, and Organic Chemistry. The research activities in all these areas are both of applied and fundamental nature, with strong collaborations with national and international laboratories, industries, and other universities. The international relations are very active both at the research level (with many collaborations between research groups in the Department and important research groups in Italy and abroad) and at the educational level with students that spend part of their curriculum in other universities.
- 13) The University of Pisa would like to encourage non-EU students to apply to its Master's Degree programmes held in English for the academic year 2015-2016. For this purpose, an academic committee will choose the 10 best candidates pre-enrolled in each of the Master's Degree programmes. The University of Pisa will then offer these students free accommodation (in a shared room) for three months and a free 40-hour Italian language course. Please note that the University will only be able to provide this free accommodation to the selected student as long as s/he arrives no later than 31st December.
- 14) The University of Pisa's Summer Schools are intensive academic courses for European and international students and also for young graduates. They offer:
3 - 6 weeks in an international context lectures in English. non-conventional teaching formats (workshops, tutorials, excursions, cultural events, business testimonials, etc.) a multidisciplinary approach at least 6 ECTS credits The participants who successfully pass the final exams will receive a transcript.
- 15) The University of Pisa ranks high in most international rankings. According to the most recent Academic Ranking of World Universities (ARWU) 2014 released by the Shanghai

JaoTong University, the University of Pisa ranks first among Italian Universities and among the top 200 universities in the world. Its department of Mathematics is among the top 100 worldwide, while Physics ranks between 101 and 150.

- 16) The academic calendar is divided into two semesters: the first lasts from the end of September to February and the second from the end of February to July. Lessons usually start at the end of September and they finish halfway through December. They restart at the end of February and finish at the end of May. The exams from the first semester are held during the months of January and February and those in the second semester are in the months of June and July.
- 17) In Italy, the degree programmes are scored with CFU (University formative credits), which are equivalent to ECTS credits (European Credit Transfer and Accumulation System). So 1 CFU=1 ECTS. The CFU is the measure of studying done. For each CFU the student will need to do about 25 hours of lessons and study time. A full time student should obtain each year 60 credits from passing exams, which is equivalent to 1,500 hours of work.
- 18) The University Sports Centre in Pisa (CUS) is part of the CONI (Italian Olympic Committee) and it offers the possibility to practice sports such as tennis, volleyball, basketball, rugby and field hockey, etc.. as well as a large number of fitness courses including aerobics, gymnastics, yoga and pilates. The membership card and the use of equipment is free, but participating in activities under the guide of an instructor costs around €55-60 every trimester.
- 19) The University of Pisa has been progressively working towards the removal of any obstacles that prevent special needs students from fully experiencing university life. For this reason, the USID (Service unit for the Integration of Students of Special Needs) offers a variety of services including assistance with exams, academic tutoring, transport or assistance for those with mobility problems and assistive technology.
- 20) Tuscany is the birthplace of the Italian language. Italian nowadays actually descends from the Tuscan dialect and the Florentine literature of the fourteenth century. At the University, the use of English and the other main European languages is quite widespread, but for living in Pisa and interacting with the locals, knowing at least some basic Italian is essential.
- 21) Most buildings of the University of Pisa are located within the old city rather than in an independent campus. This means that the University is not able to accommodate all its students. However you can easily find a place to live, especially if you are willing to share an apartment with other university students. The average cost of a single room is about €350 per month.
- 22) The main shopping streets in Pisa are Borgo Stretto, Borgo Largo and Corso Italia. Here you will find many large chain clothes stores, but also luxury boutiques. In the city centre there is also the Piazza delle Vettovaglie which has fruit and vegetable stalls and grocery stores. On the outskirts of the city there are also some supermarkets and shopping malls.
- 23) Cultural life in Pisa revolves around the many museums, associations, cinemas and theatres, often at discounted rates for students. There are also many events which liven up the city, from festivals to historical events and folklore (among them the Luminara and the Gioco del Ponte), especially during the "Giugno Pisano". In the evening the historic centre becomes the place for nightlife and is always full of students.
- 24) Due to its geographical position, its numerous and convenient road and rail links and its large international airport, Pisa is the ideal departure point to explore the landscapes, sea, famous cities and enchanting villages found in Tuscany. And then beyond the borders of Tuscany, there isn't a corner of Italy that doesn't deserve at least one visit: the nature, history, art and culture as well as the traditions and food make this country a unique place in the world.
- 25) Upon your arrival in Italy you will discover that in order to organise and manage your new daily life, you will first have to deal with certain bureaucratic issues. Some of these issues concern the documents which are necessary in order to live and travel within Italy. If

you're a citizen of a country which is neither part of the European Union or of the European Economic Area, obtaining these documents will be a longer and more complex process.