



UNIVERSITÀ DEGLI STUDI DI MILANO

CONCORSO PUBBLICO, PER TITOLI ED ESAMI, A N. 1 POSTO DI CATEGORIA D - AREA AMMINISTRATIVA-GESTIONALE, CON RAPPORTO DI LAVORO SUBORDINATO A TEMPO INDETERMINATO PRESSO L'UNIVERSITÀ DEGLI STUDI DI MILANO - COSP - CENTRO PER L'ORIENTAMENTO ALLO STUDIO E ALLE PROFESSIONI, DA RISERVARE, PRIORITARIAMENTE, ALLE CATEGORIE DI CUI AL DECRETO LEGISLATIVO N.66/2010 - CODICE 22135

La Commissione giudicatrice del concorso, nominata con Determina Direttoriale n. 6572 del 5.5.2022, composta da:

Dott.ssa Rosina Barbara	Presidente
Dott.ssa Milani Stefania	Componente
Dott.ssa Terzaghi Federica	Componente
Sig.ra Bonacina Stefania	Segretaria

comunica i quesiti relativi alla prova orale:

PROVA 1

- 1-Il candidato delinea brevemente le azioni del PLS
- 2-Il candidato parli in sintesi di rinunce agli studi e trasferimenti

Leggere e tradurre:

Orientation Services Network

The University has established a University Orientation Services Network, coordinated by an Advisory Board, which aims to provide a comprehensive and competent response to students' orientation requirements throughout their university careers: upon enrolment, during their studies and before graduation.

It also organises occasions for parents, teachers and citizens to meet, discuss and reflect together on how to accompany the choices and plans of young people.

All services are accessible free of charge.

PROVA 2

- 1-Il candidato delinea brevemente le azioni previste dai POT
- 2-Composizione e ruolo del Cda

Leggere e tradurre:

The Job Placement service provides graduands, graduates and companies/ bodies with necessary assistance for accessing the world of employment, through different channels and tools: the Job Placement-AlmaLaurea portal, job orientation seminars and company presentations.

Each year it organises and promotes meetings with companies, institutional Career Days and other initiatives

PROVA 3

- 1-I PCTO: documentazione e figure di riferimento
- 2-Composizione e ruolo del Senato Accademico

Leggere e tradurre:

Orientation Laboratories - LAB'O at the University of Milano-Bicocca offer students who wish to enrol or have already done so, the chance to reflect and engage in group discussions on their study choices and professional path.

This educational orientation activity is facilitated by senior students enrolled at the University, under the supervision of the Academic Director of this service, Prof. Laura Formenti.



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PROVA 4

- 1-I servizi di orientamento in ingresso per aspiranti studenti di tipo formativo e di tipo informativo
- 2-La figura del Direttore Generale

Leggere e tradurre:

Based on a model successfully piloted in Anglophone countries, the University has activated a "peer to peer" mentoring service, provided by senior students for freshers who are stepping out into the university world for the first time.

Many newly enrolled students find it tough and complicated in the beginning; they are overwhelmed by numerous requests from the academic world: a change in their approach to studies, a different kind of relationship with teachers, a lack of daily supervision in educational activities, new parameters and methods for assessing results, independence and responsibilities in making their own choices and in the management of their own time.

PROVA 5

- 1.I titoli di studio rilasciati dall'Università
- 2.La figura del Rettore

Leggere e tradurre:

The Psychosocial Orientation Service is available for students during all stages of their university careers and responds to psychological orientation needs (of school leavers, undergraduates, workers and graduates interested in degree courses at the University), re-orientation (of students at Milano-Bicocca and other Universities) as well as for educational and professional project development (including attention to expectations, motivations, desires, doubts).

Advice sessions are available on a reserved access basis and enable joint reflection on choices, future perspectives and the chance to explore potential critical issues which may be encountered during the university process, supporting the resources of individuals.

PROVA 6

- 1.I servizi per studenti con disabilità e DSA
- 2.Il garante degli studenti

Leggere e tradurre:

Studying at Università Cattolica has a cost that varies depending on several factors: the equivalent family income, the equivalent income brackets, the nature of the income and the study programme in which you enrol.

Two criteria have been used to determine costs:

1.The first, which is valid for most degree programmes, is based on the criterion of equivalent family income: contributions, in this case, vary according to the income bracket.

2.The second method involves fixed amounts: the instalments are the same for all those enrolled on programmes for which this type of taxation is provided for.

The criterion to be adopted is specified, for each programme, in the regulations for each academic year.

PROVA 7

- 1-I servizi per il Diritto allo Studio
- 2-Facoltà e Scuole

Leggere e tradurre:

The Job Placement office provides near-graduates and graduates of Bicocca University, as well as companies, with the necessary assistance, services and tools aiming to introduce them to the professional world:

- the Job Placement-AlmaLaurea Portal;
- career orientation seminars;



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• company presentations.

Moreover, it organizes and promotes meetings with companies, the annual Career Day and other initiatives

PROVA 8

1. I principali correttivi apportati dal DM 270/2004, rispetto al DM 509/99 sulla didattica universitaria

2. Il Nucleo di valutazione

Leggere e tradurre:

The Job Placement office offers the Career Counselling Service to both students and graduates of Bicocca University. During the one-hour meeting, the career advisors of the Job Placement Office will discuss various topics concerning today's job market and career opportunities, support you in defining your professional goal and help you write a successful CV and cover letter.

If you are about to graduate or have recently graduated and find yourself asking questions like: What about now? How can I start planning my future career? I have a career goal in mind, what can I do to make it real?

PROVA 9

1. Il candidato delinea obiettivi e misure del DM 752 del 2021

2. I Master Universitari

Leggere e tradurre:

The University has a specific Disability and DSA (Disabled Students' Allowance) service primarily targeted at incoming and current students with disabilities or learning difficulties.

The service provides support (information and meetings for in-depth discussion) around assistance the University can provide during the Entrance Exams. It also allows potential users to gain a detailed understanding of the specific services on offer to individual students once they enrol at the University, based on their specific needs.

PROVA 10

1. Il candidato delinea sinteticamente i principali aspetti dell'offerta formativa dell'Università degli Studi di Milano

2. Il sistema dei CFU

Leggere e tradurre:

The Diploma Supplement (DS) is a document that supplements the official qualification obtained on completion of a course of study at a university or higher education institution. It provides a description of the nature, level, context, content and status of the studies undertaken and completed by the student according to an 8-point standard model, developed by the European Commission, the Council of Europe and UNESCO. The document is written in both Italian and English.

Graduates may request it according to the regulations set out in Ministerial Decree 270/04.

PROVA 11

1- La conferenza degli studenti

2- I servizi di accoglienza che possono essere messi in campo da un Ateneo

Leggere e tradurre:

The Erasmus+ Programme is an EU funded mobility programme allowing you to spend between three and twelve months at a European university.

You can attend courses, sit exams and earn credits for your studies.

You will receive a grant from the Erasmus+ Programme to help you cover your costs.

As an Erasmus+ student, not only will you earn credits for your learning activities, but you will be also exempted from paying tuition fees at your host university (but not at your home university) and you will have access to all the services the host university offers its own students.



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PROVA 12

- 1-Principi direttivi e Statuto dell'Università degli Studi di Milano
- 2-I servizi di orientamento in itinere che possono essere messi in campo da un Ateneo

Leggere e tradurre:

We meet at your place

Let us introduce you to the University. Our guidance experts, professors/lecturers and tutors are available to explain the university system to students in their fourth and fifth year of high school, the range of programmes on offer in our 12 Faculties, how to access programmes, the services and opportunities offered by our University.

Meetings last approximately 1 hour and 30 minutes and should be requested at least 15 days in advance by a guidance counsellor at the school concerned.

We tell you about the University. Our former students are available to tell 4th and 5th year students about their experience of life in colleges and at the University, and about the programmes and services offered by our University at the high schools from which they come.

PROVA 13

- 1-Le funzioni dei Dipartimenti
- 2-I servizi di orientamento al lavoro e placement che possono essere attivati dagli Atenei

Leggere e tradurre:

To ensure equal rights, education, and social integration within the university community, the University of Milan provides support services to students with specific learning disabilities.

Support services are granted for the entire duration of the student's academic career, including guidance, programme choice, admission tests and enrolment, up to graduation. We provide a range of customized services to be agreed upon request.

PROVA 14

- 1-Assicurazione qualità e opinione degli studenti
- 2-Il COSP è un Centro Funzionale: il candidato delinea la regolamentazione di Ateneo di riferimento e i principali aspetti organizzativi

Leggere e tradurre:

Assessment of basic computer skills

Basic computer skills are assessed by a three-credit exam (3CFU), as required by the study plans of the participating degree programmes. The course is delivered in blended mode using an e-learning platform developed and managed by the Teaching and Learning Innovation and Multimedia Technology Centre (CTU). The course includes online content and laboratory sessions (optional). Learning outcomes are assessed in two distinct moments:

- first through a self-assessment, using closed-ended tests on specific topics
- then through a final exam, after the completion of the online course.

PROVA 15

- 1-L'orientamento nella valutazione del sistema universitario
- 2-Gli esoneri

Leggere e tradurre:

Choosing the right degree programme is an important and sometimes difficult process as there are so many factors that need to be taken into consideration.

The choice of degree programme no longer dictates one's future, as was once the case. Nowadays, the increasingly fast pace of life and the rapid social changes taking place mean that there is a wide range of alternative pathways in terms of both university study and career choices.



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The first step in choosing a university degree requires students to rationalise their range of options if it is too broad, and evaluate possible alternatives if the range seems to focus too much on one specific direction.

PROVA 16

- 1-Il diploma supplement
- 2-Le tipologie di Centri attivati presso l'Università degli Studi di Milano

Leggere tradurre:

Start with yourself

Why is it important to choose primarily keeping your aspirations and desires in mind?

Start with yourself, and don't leave the choice to the advice of others or to the fashion of the moment.

Gather the information you need and learn how to order it in time.

Focus on your desires and their feasibility without worrying too much about secondary elements, such as proximity to the location or the search for secure employment.

PROVA 17

- 1-L'accesso ai Corsi di laurea magistrale
- 2-Delineare i punti di Statuto e Regolamenti dell'Università degli Studi di Milano in cui si parla di Orientamento

Leggere e tradurre:

The first level university specialising Master, corresponding to Level 7 of the European Qualification Framework, is designed for those with an undergraduate degree who wish to focus their training on specific professional profiles, with a view to immediate employment. These courses are characterised by highly interactive teaching and frequent opportunities for field training (internships, workshops, professional seminars) and guided practical exercises. The training credits acquired can be recognised for the purposes of a possible graduate degree.

The 2nd level university specialising Master, corresponding to level 8 of the European Qualification Framework, develops highly in-depth scientific paths and excellent training opportunities for those who have obtained a graduate degree and/or an integrated degree.

PROVA 18

- 1-I principali aspetti del Regolamento didattico dell'Università degli Studi di Milano
- 2-L'accesso ai Corsi di laurea a numero programmato: le diverse tipologie e modalità di ammissione

Leggere e tradurre:

Cattolica - through its administrative structures and with the collaboration of professors and researchers - offers itself as an internship site to host students for the Transversal Skills and Orientation Pathways and as a scientific project support.

Co-design. All projects involve constant collaboration between the university guidance office and the school teachers: sharing objectives and tools is a fundamental prerequisite.

Customisation of pathways. The definition of the training project takes into account the student's aptitudes and educational background, which must be a real experience of both cultural and personal growth.

Importance of the educational value. The pathway should not be seen as an interruption of the school activity, but as an opportunity to discover the educational value of a professional experience.

PROVA 19

- 1-I principali aspetti del Regolamento studenti dell'Università degli Studi di Milano
- 2-La mobilità internazionale: i servizi dedicati

Leggere e tradurre:

Following the approval of the law introducing the teaching of civic education, Università Cattolica is proposing a series of virtual conferences on the topics set out in the law (the study of the Constitution,



sustainable development, digital citizenship), delivered by the Faculties of the University and divided into specific subject areas.

As defined by the text of the law, the conferences are designed to provide participants with knowledge and skills relating to the three fundamental areas indicated above, and may be structured not only as teaching units run by individual professors/lecturers, but also with interdisciplinary modules shared by several professors/lecturers.

PROVA 20

1-Universality: finalità e contenuti

2-Gli stage curricolari ed extra-curricolari

Leggere e tradurre:

Internship Programme

An internship opportunity is available to our international Study Abroad and Exchange students who wish to undertake a professional experience in a culturally diverse environment as part of their study abroad academic experience.

Our experiential learning programme provides each student intern with an integrated academic and professional learning experience, which can be done during the study abroad term or immediately following it:

- Part-time: during the academic semester, in combination with academic courses
- Full-time: After completion of a semester of study OR a Winter short-term programme

Duration of internship placements: min 2 months to up to 6 months

Internship requests for a duration of less than 2 months will be assessed on a case by case basis.

Milano, 21 giugno 2022

La Commissione

Dott.ssa Rosina Barbara - Presidente

Dott.ssa Milani Stefania - Componente

Dott.ssa Terzaghi Federica - Componente

Sig.ra Bonacina Stefania - Segretaria