1.	Programmazione e progettazione gare d'appalto
2.	Riserve e varianti
3.	I documenti contabili
4. ~	Subappalto e Subaffidamenti
5.	Funzioni e compiti del Direttore Lavori in fase di esecuzione
6.	PSC
7.	La consegna, la sospensione e la ripresa dei lavori

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1.	Il bilanciamento degli impianti
2.	Tipologie sistemi di generazione
3.	Trattamento Antilegionella
4.	Impianti aeraulici
5.	Coibentazione sistema di distribuzione
6.	Il trattamento dell'acqua negli impianti di climatizzazione
7.	Tipologie sistemi di emissione

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1.	I reati nella pubblica amministrazione								
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2.		Il respon	ısabil	le del 1	proce	dime	ento am	minis	trativo

- 3. La nozione di procedimento amministrativo
- 4. La Giunta Comunale: ruolo e funzioni
- 5. Funzioni e competenze dei dirigenti
- 6. Il Consiglio Comunale
- 7. La Conferenza dei servizi (art. 14 L. 241/1990)

K# R+

- 1. Che cosa si intende per browser e per motore di ricerca servendosi eventualmente di esempi concreti.
- 2. Che cosa si intende con "fare il backup" e come si può procedere a tal fine?
- 3. Che cosa si intende e a cosa serve il riferimento incrociato su Microsoft Word?
- 4. Che cosa si intende in informatica con il termine database?
- 5. Dato un foglio di lavoro di Microsoft Word, come si gestisce l'intestazione?
- 6. Nell'ambito del pacchetto Microsoft Office, cosa si intende per macro?
- 7. In un foglio di calcolo cosa è e perché è utile il riferimento di cella?

K F R

1. 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. The heavy traffic is a little bit annoying.

2. While eating at a restaurant is an enjoyable and convenient occasional treat, most individuals and families prepare their meals at home. 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.

3. **Vegetables**, including lettuce, corn, tomatoes, onions, celery, cucumbers, mushrooms, and more are also sold at many grocery stores, and are purchased similarly to the way that fruits are. Grocery stores typically stock more vegetables than fruit at any given time, as vegetables remain fresh longer than fruits do, generally speaking.

4. 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.

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- 5. 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.
- 6. 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. During fall, traditional farmers harvest their produce, and the aforementioned falling leaves change to gorgeous orange, red, and yellow colors; these colors are generally associated with autumn itself, in turn.
- 7. The Statue of Liberty, arguably one of New York City's most iconic symbols, is a popular tourist attraction for first-time visitors to the city. This 150-foot monument was gifted to the United States from France in order to celebrate 100 years of America's independence. The statue is located on Liberty Island, and it is accessible by taking a ferry from either Battery Park in New York City or Liberty State Park in Jersey City.

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