



CALL FOR APPLICATIONS A.A. 2020-21: TEST MODALITY AND TECHNICAL INSTRUCTIONS

The Almo Collegio Borromeo, in compliance with the measures against the spread of the Covid-19 and in order to limit the movement across the region and the nation and according to the Call for applications for the study places for the academic year 2020/2021, has decided that the oral exams will be taken online.

BEFORE THE EXAM:

The candidate is requested to have a laptop (Windows or Mac) with a webcam and a microphone, a smartphone and a good internet connection. The candidate will be requested to download and install some particular applications (§ IT equipment).

Please organize the room you will use during the exam, considering that you will be asked

- to connect to Zoom (or Google MEET or any other platform requested) both by your laptop and by your smartphone;
- to activate the webcam, the microphone and the audio. Please make sure to use a frontal view;
- to keep charging your laptop and your smartphone in order to avoid any problem related to the battery;
- to have a tablet, or a graphic tablet, or some paper sheets in case you will be asked to do a written exercise. In this case, make sure to frame properly also the paper sheets;
- to have some paper sheets and a pen and any other material that will be communicated to you (i.g. a ruler).

Please remember that:

- you must be alone in the room for all the duration of the exam;
- you must remove or cover any other screen/tv in the room. You must not have any other hardware (e.g. smartwatch, earphones, etc.);
- avoid any noise since your microphone will be activated at any time
- Make sure to test properly your connection and devices before the exams.

STARTING THE EXAM

The candidate, according to the calendar of the exams, will be contacted through email or telephone 20 minutes before the beginning of the exam to receive the link that he/she will use to join the exam. Please make sure to avoid any possible interruption during the exam.

ORAL EXAM

The exams will start on the 31st of August 2020 (3rd of September for the candidates of laurea magistrale); please keep close your ID to show to the Secretary or to the Commissioner. Please use your smartphone in order to frame yourself and the monitor of your laptop as shown in the image.

The Commissioner may ask you to share your screen. Specific books are allowed for some of the subjects.

The oral exam will last about 30 minutes.



GENERAL RULES OF CONDUCT

Please take note that:

- The oral exam will be annulled and the candidate will be excluded from the call for applications if he/she will be discovered cheating;
- The oral exam will be annulled and the candidate will be excluded from the call for applications if he/she will leave the location before the end of the exam;
- The Commissioner may ask the candidate further questions on how the exercise has been solved;
- During the exam is not allowed any other support.

IT EQUIPMENT

Make sure to install all the applications required for the exams (Zoom or Google Meet) on all the devices that you will use (laptop, smartphone and tablet). Please make sure to update the software to the last version available.

If you are going to use a paper sheet in order to solve the exercises, make sure to install a free software (Google drive app, Office Lens or CamScanner) to scan your exam and transform it in a pdf or jpg file. Please make a test before the exam.

If you are going to use a graphic tablet in order to solve the exercises, please follow the instruction communicated by the Commissioner in order to share your solution.

TECHNICAL PROBLEMS

In order to solve any technical problems, the Secretary is available on the: 25, 26, 27, 28 August 2020 (h. 10-12, 15-17) and the same day of the exam contacting the 0382.395507 or concorso@collegioborromeo.it

In case you will face some problems with the platform you will be asked to choose between Google Meet or Microsoft Teams.

In case of a poor connection the exam will be postponed according to the call for applications.

COMMUNICATIONS

The day of the exam cannot be modified; please communicate any particular need through email concorso@collegioborromeo.it.



INFORMATION ON THE PROCESSING OF PERSONAL DATA

The processing of the personal data requested in relation to participation to the oral exam is based in compliance with the regulation referred to the regulation available on the call for applications.

Please do not utilize the platform for any activities or communications not related to the exam, in case you will be requested to share your screen please make attention to the content, do not share on the social media any materials covered by copyright.

Do not share, communicate any information that is present on the platform.

It is forbidden to register, share or transmit the oral exam

The Secretariat of the Commission
The Rector
Alberto Lolli

Pavia, 1st August 2020