**Ankara Üniversitesi**

**Kütüphane ve Dokümantasyon Daire Başkanlığı**

**Açık Ders Malzemeleri**

### Çalışma Planı (Çalışma Takvimi)

| **Haftalar** | **Haftalık Konu Başlıkları** |
| --- | --- |
| 1.Hafta |  |
| * Advising on Itinenaries |
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| 2.Hafta |  |
| * Helping with flights and reservations 1 |
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| 3.Hafta |  |
| * Helping with flights and reservations 2 |
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|  |
| 4.Hafta |  |
|  |
| * Helping with flights and reservations 3 |
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|  |
| 5.Hafta |  |
|  |
| * Grammer-Simple present tense 1 |
|  |
| 6.Hafta |  |
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| * Grammer-Simple present tense 2 |
|  |
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|  |
| 7.Hafta |  |
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| * Helping with flights and reservations 4 |
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| 8.hafta |  |
|  |
| * Assisting with hotel reservation 1 |
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|  |
| 9.Hafta |  |
| * Assisting with hotel reservation 2 |
|  |
|  |
| 10.Hafta |  |
|  |
| * Assisting with hotel reservation 3 |
| * Grammer- Perfect Tense |
| 11.Hafta |  |
|  |
| * Assisting with hotel reservation 4 |
| * Grammer- Perfect Tense |
|  |
| 12.Hafta |  |
|  |
| * Grammer- present simple-present tense-perfect tense- lative & superlative sentences |
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|  |
| 13.Hafta |  |
| * Tag question 1 |
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|  |
| 14.Hafta |  |
| * Tag question 2 |
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