**Ankara Üniversitesi**

**Kütüphane ve Dokümantasyon Daire Başkanlığı**

**Açık Ders Malzemeleri**

### Çalışma Planı (Çalışma Takvimi)

| **Haftalar** | **Haftalık Konu Başlıkları** |
| --- | --- |
| 1.Hafta | Introduction |
| The process of academic writing |
| 2.Hafta | Writing a paragraph |
| Paragraph structure |
| Topic sentences, supporting sentences |
| 3.Hafta | Supporting details: Facts, quotations, statistics |
| Facts versus opinions |
| Using outside sources |
| Plagiarism |
| 4.Hafta | Unity and coherence |
| Connecting words and transition signals |
| 5.Hafta | From paragraph to essay |
| Writing an essay |
| Types of sentences |
| 6.Hafta | The introductory paragraph |
| Thesis statement |
| 7.Hafta | Body paragraphs |
| The concluding paragraph |
| Essay outlining |
| 8.hafta | Noun clauses /adverbial clauses |
| Adjective clauses / participial phrases |
| Using parallel structures and fixing sentence problems |
| 9.Hafta | Punctuation rules |
| Formal letters, CVs |
| 10.Hafta | Midterm exam |
| 11.Hafta | Argumentative essays |
| 12.Hafta | Comparison / contrast essays |
| 13.Hafta | Cause / effect essays |
| 14.Hafta | Practice: In-class writing |