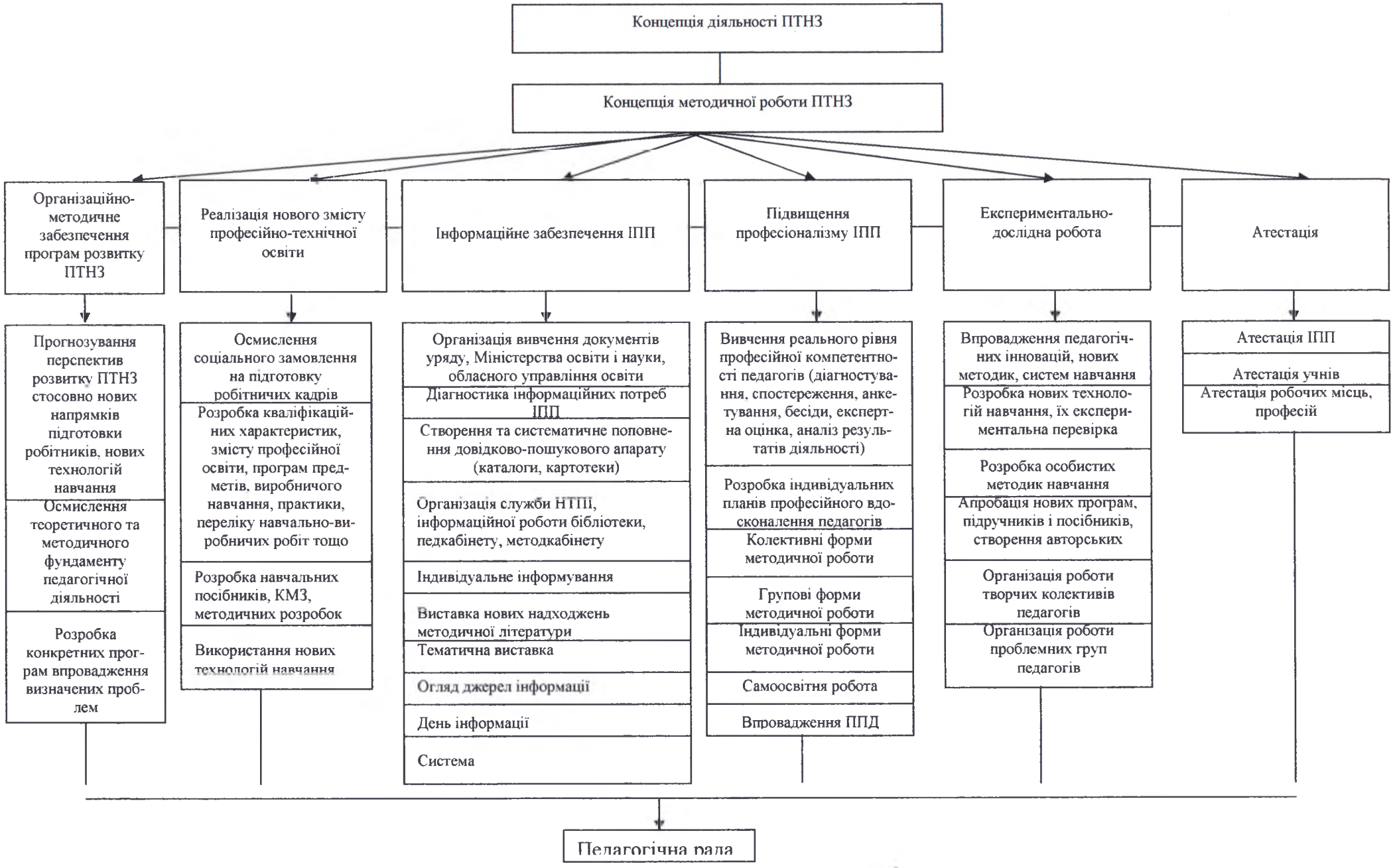СТРУКТУРА МЕТОДИЧНОЇ РОБОТИ У ПТНЗ