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Appendix A
Need Analysis
Questionnaire

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ANGKET ANALISIS KEBUTUHAN BELAJAR BAHASA INGGRIS

SISWA KELAS X SMK SWASTA ROKITA SARI

A. Data Pribadi Siswa

Isilah data diri anda sesuai dengan format dibawah ini.

Nama :

Usia :

Jenis Kelamin :

Alamat :

B. Kebutuhan Belajar Siswa

Pilihlah jawaban dengan member tanda silang (X) Pada jawaban yang anda pilih. Apabila anda memiliki jawaban yang berbeda dan tidak terdapat dalam pilihan jawaban didalam kuesioner ini, anda diperkenankan menulis jawaban anda dengan singkat.

1. Sebagai seorang siswa/I jurusan Tehnik otomotif mengapa anda perlu mempelajari Bahasa Inggris?: (jawaban boleh lebih dari satu)
 - a. Agar lulus ujian nasional
 - b. Agar lebih mudah mencari pekerjaan yang sesuai dengan bidang kejuruan yang saya tekuni
 - c. Agar memperoleh nilai yang baik
 - d. Lainnya. Sebutkan _____
2. Setelah anda lulus nanti, anda akan lebih banyak menggunakan Bahasa Inggris di..
 - a. Tempat Kerja
 - b. Jenjang pendidikan lanjutan
 - c. Kehidupan sehari-hari
 - d. Lainnya. (sebutkan)...

3. Saat bekerja nanti, komunikasi bahasa Inggris yang mungkin akan anda lakukan adalah
 - a. Member petunjuk penggunaan sesuatu
 - b. Berkomunikasi dengan customer dan rekan kerja di machine shop
 - c. Berkomunikasi untuk menarik minat pelanggan
 - d. Lainnya (sebutkan)
4. Sebagai seorang siswa jurusan Teknik Otomotif, skill (kemampuan) Bahasa Inggris yang paling anda butuhkan adalah:
 - a. Speaking (berbicara)
 - b. Reading (membaca)
 - c. Writing (menulis)
 - d. Listening (mendengar)

Lack

5. Dalam belajar berbicara bahasa Inggris (speaking), yang menjadi kesulitan utama bagi anda adalah...
 - a. Kosakata (vocabulary) yang masih terbatas
 - b. Pelafalan (pronunciation) yang masih belum tepat
 - c. Tata bahasa (grammar) yang masih belum benar.
 - d. Tidak tahu penggunaan ekspresi atau ungkapan yang sesuai dengan situasi yang dihadapi

Want

6. Secara umum, sebagai siswa/I jurusan teknik otomotif, anda menginginkan pembelajaran speaking bahasa Inggris yang menjadikan anda...
 - a. Mampu menggunakan kosakata dengan baik
 - b. Mampu menguasai grammar (tata bahasa) dengan baik.
 - c. Mampu berkomunikasi pronunciation dengan benar.
 - d. Lainnya (sebutkan)

7. Didalam pembelajaran speaking bahasa inggris, benyuks dialog yang anda inginkan adalah :

- a. Teks dialog yang disertai istilah-istilah dan kosakata otomotif
- b. Teks dialog yang disertai gambar-gambar
- c. Teks dialog yang disertai dengan audio-visual
- d. Lainnya (tuliskan)

Input

8. Input materi yang anda inginkan untuk melatih kemampuan speaking (berbicara) bahasa inggris adalah..

- a. Dialog berkomunikasi, seperti percakapan bagaimana melakukan interaksi yang baik kepada customer dan colleague
- b. Dialog dengan topic mekanik otomotif
- c. Teks monolog dengan topik mekanik otomotif
- d. Topic yang berkaitan dengan jurusan dan pekerjaan mendatang (tentang otomotif)

9. Penyajian materi pembelajaran speaking yang ideal menurut anda adalah..

1. Halaman sampulnya berwarna-warni
2. Dilengkapi dengan gambar-gambar dan ilustrasi sesuai dengan topic yang akan dibahas
3. Banyak latihan grammar (tata bahasa) dan vocabulary (kosakata)
4. Banyak penjelasan tentang ekspresi yang digunakan sesuai topic yang dibahas

10. Bentuk kegiatan awal (warming up/starting up) yang anda inginkan untuk materi pembelajaran adalah...

- a. Pertanyaan singkat
- b. Gambar kosakata
- c. Daftar kosakata
- d. Catatan ungkapan-ungkapan

11. Jenis gambar yang cocok untuk materi pembelajaran speaking menurut anda adalah..
 - a. Foto-foto sesuai dengan topic yang dibahas
 - b. Gambar karikatur/kartun sesuai dengan topic yang dibahas
 - c. Gambar ilustrasi sesuai dengan topic yang dibahas
 - d. Lainnya (sebutkan)

Procedure

12. Jenis kegiatan pembelajaran berbicara speaking seperti apa yang anda inginkan adalah..
 - a. Mempraktikkan sebuah dialog dengan teman didepan kelas
 - b. Bermain peran (role-playing)
 - c. Bertukar informasi dengan teman dalam kelompok (information-gap)
13. Kegiatan pengucapan kata seperti apa yang anda inginkan adalah?
 - a. Mencari pelafalannya dalam kamus dan mempraktekannya dengan teman
 - b. Mendengarkan dan mengulang pelafalan dari guru
 - c. Belajar bagaimana melafalkan setiap kalimat termasuk penekanan dan informasinya
 - d. Lainnya...(sebutkan)
14. Jenis huruf yang anda inginkan dalam materi pembelajaran agar tampilannya lebih menarik adalah..
 - a. Comic sans MS
 - b. Lucida Handwriting
 - c. Times new Roman
 - d. Verdana

Setting

15. Dalam proses belajar, anda lebih suka mengerjakan tugas secara..
 - a. individu
 - b. berpasangan
 - c. Grup kecil terdiri dari 3-4 orang
 - d. Lainnya...(sebutkan)


16. Tingkat kesulitan pada tiap aktivitas pembelajaran dalam materi pembelajaran speaking yang anda inginkan adalah..
- Tidak terlalu sulit atau terlalu mudah
 - Bervariasi dari yang paling mudah ke yang paling sulit
 - Bervariasi sesuai level kesulitannya
 - Yang lainnya...(sebutkan)
17. Dalam meningkatkan motivasi antusias siswa dalam belajar, ice breaking yang digunakan dalam materi speaking adalah...
- Quotes (dari novel yang terkenal)
 - Karikatur
 - Riddle
 - Yang lainnya...(sebutkan)

Learners role

18. Saat proses belajar mengajar berlangsung, anda lebih suka..
- Berpartisipasi dalam kegiatan tanya jawab
 - Berpartisipasi dalam merespon pertanyaan guru
 - Tidak berpartisipasi dalam proses belajar mengajar
 - Yang lainnya...(sebutkan)

Teachers role

19. Saat proses belajar mengajar berlangsung, anda lebih suka guru?..
- Memotivasi anda setiap kali anda melakukan latihan
 - Mengarahkan siswa untuk mengerjakan latihan
 - Memberikan saran, koreksi dan komentar setiap hasil pembelajaran siswa.
 - Yang lainnya (sebutkan.)

The background features a large, faint watermark of the UNIMED logo. It is a circular emblem with a green plant in the center, a sun-like symbol above it, and the text 'UNIVERSITAS MEDAN' around the top and 'UNIMED' at the bottom.

Appendix B

Instruments of Expert Judgements

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INSTRUMEN PENILAIAN KELAYAKAN BAHAN AJAR

UJI KELAYAKAN BAHAN AJAR BAHASA INGGRIS (SPEAKING)

PROGRAM TEHNIK OTOMOTIF

I. IDENTITAS RESPONDEN

Nama :

Pekerjaan :

Keahlian :

II. PENGANTAR

Angket ini digunakan untuk mengumpulkan data dan informasi mengenai kelayakan bahan ajar bahasa Inggris Program Teknik otomotif (Speaking) bagi siswa jurusan Teknik Otomotif di SMK Swasta Rokita Sari.

III. PETUNJUK

1. Mohon kepada Bapak/Ibu agar membaca dengan seksama setiap pertanyaan/ Pernyataan sebelum Bapak/Ibu menjawabnya.
2. Berikut adalah kriteria tingkat kelayakan bahan ajar bahasa Inggris Teknik otomotif (Speaking). Lingkari salah satu angka pada kolom yang menyatakan tingkat kriteria kelayakan bahan ajar bahasa Inggris Teknik otomotif (Speaking). Lingkari salah satu angka pada kolom yang menyatakan tingkat kriteria kelayakan bahan ajar dengan skor 5,4,3,2,1.

Nilai 5: Sangat baik/relevan/sesuai

Nilai 4: Baik

Nilai 3: Cukup

Nilai 2: Kurang

Nilai 1: Sangat kurang

3. Dalam mengisi angket ini, kami mohon Bapak/Ibu untuk mengisi dengan sebenar-benarnya untuk perbaikan dan penyempurnaan bahan ajar bahasa Inggris Teknik Otomotif (Speaking) bagi siswa jurusan Teknik Otomotif.
4. Mohon Bapak/Ibu hanya memilih satu dari jawaban yang sudah Bapak/Ibu pilih, Maka Bapak/Ibu dapat mengubah pilihan lain dengan mencoret pilihan sebelumnya.
5. Bila ada keterangan/Informasi tambahan untuk setiap butir dari angket ini kami mohon Bapak/Ibu menuliskan dibawah kolom yang tersedia



NO	PERTANYAAN DAN PERNYATAAN	RENTANG NILAI				
A	DIMENSI PRODUK DAN NILAI					
1	Topik/materi berbicara dipilih dan dikembangkan sesuai dengan kebutuhan siswa dan didunia kerja	5	4	3	2	1
2.	Topik/materi berbicara memiliki variasi tingkat Kesulitan yang sesuai dengan level siswa	5	4	3	2	1
3.	Topik/materi berbicara yang dirancang oleh penulis Akurat, efektif dan menarik	5	4	3	2	1
4.	Bahan ajar memuat latihan-latihan untuk sesuai topik berbicara sesuai dengan level siswa	5	4	3	2	1
5.	Setiap latihan pada bahan ajar memiliki tujuan yang jelas untuk membantu siswa menguasai materi berbicara sesuai dengan topik	5	4	3	2	1
6.	Jenis tugas/latihan yang diberikan dapat membantu siswa meningkatkan keterampilan/berbicara dengan lebih mudah	5	4	3	2	1
7.	Kosakata yang dikembangkan mengacu pada setiap topik atau tema berbicara	5	4	3	2	1
8.	Latihan pengucapan (pronunciation practice) yang tersedia pada bahan ajar memenuhi kebtuhan siswa untuk terampil dalam pengucapan pada setiap topik	5	4	3	2	1
B	DIMENSI PROSES					
9	Bahan ajar berbicara dapat mendorong siswa untuk beraktifitas	5	4	3	2	1
10.	Bahan ajar berbicara memungkinkan terciptanya suasana dan lingkungan belajar yang santai dan menyenangkan	5	4	3	2	1

11.	Bahan ajar berbicara memungkinkan terciptanya suasana dan lingkungan belajar yang santai dan menyenangkan	5	4	3	2	1
12.	Bahan ajar berbicara memungkinkan siswa melakukan interaksi secara optimal terhadap sesama siswa lainnya	5	4	3	2	1
13.	Bahan ajar berbicara menggunakan instruksi yang tepat dan efektif pada setiap latihan	5	4	3	2	1
C.	DIMENSI LINGUISTIK					
14.	Bahan ajar menggunakan tata bahasa yang tepat dan sesuai	5	4	3	2	1
15.	Bahan ajar menggunakan (pronunciation) yang tepat dan sesuai	5	4	3	2	1
16.	Bahan ajar menggunakan pilihan kosakata yang tepat dan sesuai	5	4	3	2	1
D	DIMENSI PERWAJAHAN/LAYOUT					
17.	Rangkaian setiap latihan pada setiap unit disusun dengan baik sesuai dengan kebutuhan dan untuk mendukung latihan berikutnya.	5	4	3	2	1
18.	Penyajian gambar/table /chart sesuai dengan topik atau tema berbicara yang ada	5	4	3	2	1
19.	Penggunaan jenis dan ukuran font bahan ajar ideal dan proporsional	5	4	3	2	1
20.	visualisasi dan keindahan huruf bahan ajar secara umum baik dan menarik	5	4	3	2	1

KOMENTAR/KRITIK/SARAN DAN REKOMENDASI

Mohon Bapak/Ibu menuliskan komentar, kritik, koreksi rekomendasi atau saran terhadap bahan ajar yang Bapak/Ibu nilai demi kesempurnaan bahan ajar tersebut.

.....

.....

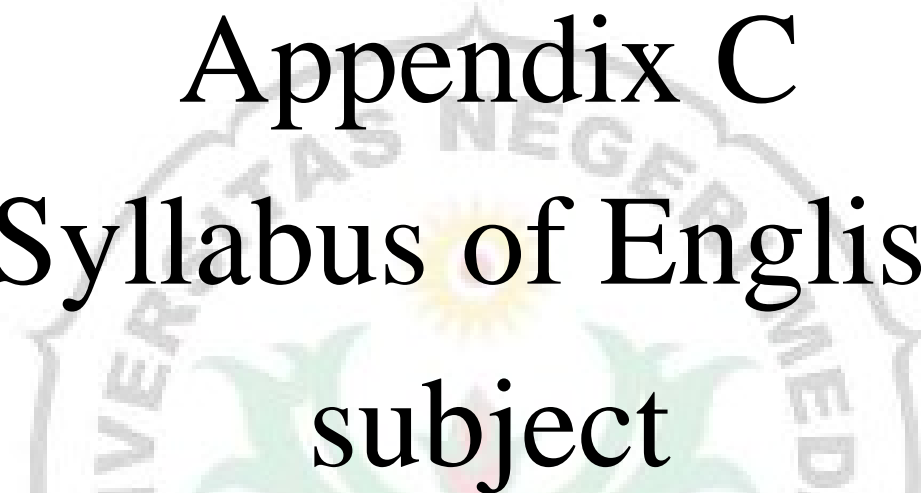
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Medan,..... 2020

Validator



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Appendix C

Syllabus of English subject

The background features a large, faint watermark of the Character Building University logo. It consists of the words 'THE Character Building UNIVERSITY' in a mix of serif and script fonts, with 'Character Building' in a large, flowing script.

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SILABUS

Mata Pelajaran : BAHASA INGGRIS - WAJIB

Kelas : X

Kompetensi Inti :

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
<p>1.1. Mensyukuri kesempatan dapat mempelajari bahasa Inggris sebagai bahasa pengantar Komunikasi internasional yang diwujudkan dalam semangat belajar</p> <p>2.2. Menunjukkan perilaku jujur, disiplin, percaya diri, dan bertanggung jawab dalam melaksanakan Komunikasi transaksional dengan guru dan teman.</p> <p>3.1. Menganalisis fungsi sosial, struktur teks, dan unsur kebahasaan dari teks pemaparan jati diri, sesuai dengan konteks penggunaannya.</p> <p>4.1. Menyusun teks lisan dan tulis sederhana, untuk memaparkan, menanyakan, dan merespon</p>	<p>Teks lisan dan tulis sederhana, untuk memaparkan, menanyakan, dan merespon pemaparan jati diri</p> <p><i>Fungsi sosial</i></p> <p>Menjalin hubungan dengan guru, teman dan orang lain</p> <p><i>Ungkapan</i></p> <p><i>My name is... I'm ...</i> <i>I live in ...</i> <i>I have ... I like</i> dan semacamnya</p>	<p>Mengamati</p> <ul style="list-style-type: none"> Siswa mendengarkan/membaca pemaparan jati diri dengan memperhatikan fungsi sosial, struktur teks, unsur kebahasaan, maupun format penyampaian/penulisannya. Siswa mencoba menirukan pengucapannya dan menuliskan pemaparan jati diri yang digunakan. <p>Mempertanyakan</p> <ul style="list-style-type: none"> Dengan bimbingan dan arahan guru, siswa mempertanyakan antara lain, perbedaan antara berbagai pemaparan jati diri dalam bahasa Inggris, perbedaannya 	<p>Kriteria penilaian:</p> <ul style="list-style-type: none"> Pencapaian fungsi sosial Kelengkapan dan keruntutan struktur teks memaparkan dan menanyakan jati diri Ketepatan unsur kebahasaan : tata bahasa, kosa kata, ucapan, tekanan kata, intonasi, ejaan, dan tulisan tangan Kesesuaian format penulisan/penyampaian <p>Unjuk kerja</p> <ul style="list-style-type: none"> Melakukan 	<p>2 x 2 JP</p>	<ul style="list-style-type: none"> Audio CD/VCD/DVD SUARA GURU Koran/majalah berbahasa Inggris www.dailylenglish.com http://americanenglish.state.gov/files/ae/resources/files http://learnenglishbruncil.org/en/

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
<p>pemaparan jati diri, dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, secara benar dan sesuai dengan konteks.</p>	<p><i>Unsur kebahasaan</i> :</p> <p>(1) Kata terkait dengan hubungan kekeluargaan dan kekerabatan, profesi pekerjaan, hobi.</p> <p>(2) Kata kerja dalam simple present tense : <i>be, have</i> dalam simple present tense</p> <p>(3) Kata tanya <i>What? Who</i></p>	<p>dengan yang ada dalam bahasa Indonesia.</p> <ul style="list-style-type: none"> Siswa mempertanyakan pengucapan dan isi teks yang memaparkan jati diri <p>Mengeksplorasi</p> <ul style="list-style-type: none"> Siswa mencari pemaparan jati diri dari berbagai sumber. Siswa memaparkan jati diri dengan teman melalui simulasi. Siswa berlatih memaparkan jati diri melalui tulisan <p>Mengasosiasi</p> <ul style="list-style-type: none"> Siswa menganalisis ungkapan memaparkan jati diri dengan mengelompokannya berdasarkan penggunaan. Secara berkelompok siswa mendiskusikan ungkapan memaparkan jati diri yang mereka temukan dari sumber lain dan membandingkannya dengan yang digunakan guru 	<p>monolog yang menyebutkan jati diri didepan kelas</p> <ul style="list-style-type: none"> Ketepatan menggunakan struktur dan unsur kebahasaan dalam menyebutkan jati diri <p>Pengamatan (observations) :</p> <p>Bukan penilaian formal seperti tes, tetapi untuk tujuan memberi balikan.</p> <p>Sasaran penilaian:</p> <ul style="list-style-type: none"> Berperilaku jujur, disiplin, percaya diri, dan bertanggung jawab dalam melaksanakan Komunikasi Kesungguhan siswa dalam proses pembelajaran dalam 		

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
	<p>? <i>Which?</i> (4) Ucapan, tekanan kata, intonasi, ejaan, tulisan tangan yang rapi</p> <p>(5) Rujukan kata</p> <p><i>Topik</i></p> <p>Keteladanan tentang perilaku terbuka, menghargai perbedaan, perdamaian.</p>	<ul style="list-style-type: none"> Siswa memperoleh balikan (<i>feedback</i>) dari guru dan teman tentang fungsi sosial dan unsur kebahasaan yang disampaikan dalam kerja kelompok. <p>Mengkomunikasikan</p> <ul style="list-style-type: none"> Siswa mendemonstrasikan penggunaan pemaparan jati diri secara lisan dan tertulis di kelas dengan memperhatikan fungsi sosial, ungkapan, dan unsur kebahasaan yang benar dan sesuai dengan konteks Siswa menuliskan permasalahan dalam menggunakan bahasa Inggris untuk memaparkan jati diri dalam jurnal belajar (<i>learning journal</i>). 	<p>setiap tahapan</p> <p>Portofolio</p> <ul style="list-style-type: none"> Kumpulan karya siswa yang mencerminkan hasil atau capaian belajar berupa rekaman penggunaan ungkapan dan skrip percakapan Kumpulan hasil tes dan latihan. Catatan atau rekaman penilaian diri dan penilaian sejawat, berupa komentar atau cara penilaian lainnya. <p>Penilaian Diri dan Penilaian Sejawat</p> <p>Bentuk: diary, jurnal, format khusus, komentar, atau bentuk</p>		

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
			penilaian lain		
<p>1.1 Mensyukuri kesempatan dapat mempelajari bahasa Inggris sebagai bahasa pengantar Komunikasi Internasional yang diwujudkan dalam semangat belajar.</p> <p>2.1. Menunjukkan perilaku santun dan peduli dalam melaksanakan Komunikasi interpersonal dengan guru dan teman.</p> <p>3.2. Menganalisis fungsi sosial, struktur teks, dan unsur kebahasaan pada ungkapan memuji bersayap serta responnya, sesuai dengan konteks penggunaannya.</p> <p>4.2. Menyusun teks lisan dan tulis untuk mengucapkan dan merespon pujian bersayap, dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan yang benar dan sesuai konteks.</p>	<p>Teks lisan dan tulis untuk memuji bersayap (extended) serta responnya</p> <p><i>Fungsi sosial</i></p> <p>Menjaga hubungan interpersonal dengan guru, teman dan orang lain.</p> <p><i>Ungkapan</i></p> <p>“Excellent! You really did it well, Tina.” “That’s nice, Anisa. I really like it.” “It was great. I like it, thank you,” <i>Unsur kebahasaan</i> : Ucapan, tekanan</p>	<p>Mengamati</p> <ul style="list-style-type: none"> Siswa mendengarkan/menonton interaksi memuji bersayap. Siswa mengikuti interaksi memuji bersayap. Siswa menirukan model interaksi memuji bersayap Dengan bimbingan dan arahan guru, siswa mengidentifikasi ciri-ciri interaksi memuji bersayap (fungsi sosial, struktur teks, dan unsur kebahasaan). <p>Mempertanyakan (questioning)</p> <p>Dengan bimbingan dan arahan guru, siswa mempertanyakan antara lain perbedaan antara berbagai ungkapan memuji bersayap dalam bahasa Inggris, perbedaan ungkapan dengan yang ada dalam bahasa Indonesia, kemungkinan menggunakan</p>	<p>KRITERIA PENILAIAN:</p> <ul style="list-style-type: none"> Pencapaian fungsi sosial Kelengkapan dan keruntutan struktur teks memuji bersayap Ketepatan unsur kebahasaan : tata bahasa, kosa kata, ucapan, tekanan kata, intonasi, ejaan, dan tulisan tangan Kesesuaian format penulisan/penyampaian <p>CARA PENILAIAN:</p> <p>Unjuk kerja</p> <ul style="list-style-type: none"> Bermain peran (<i>role play</i>) dalam bentuk interaksi yang berisi pernyataan pujian dan responnya . 	<p>1 x 2 JP</p>	<ul style="list-style-type: none"> Audio CD/ SUARA GURU Koran/majalah ber www.dailyngh.co http://americanenglish.state.gov/files/ae/resource_files http://learnenglish.britishcouncil.org/en/

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
	kata, intonasi	<p>ungkapan lain, dsb.</p> <p>Mengeksplorasi</p> <p>Siswa memuji bersayap dengan bahasa Inggris dalam konteks <i>simulasi</i>, <i>role-play</i>, dan kegiatan lain yang terstruktur.</p> <p>Mengasosiasi</p> <ul style="list-style-type: none"> Siswa membandingkan ungkapan memuji bersayap yang telah dipelajari dengan yang ada di berbagai sumber lain. Siswa membandingkan antara ungkapan dalam bahasa Inggris dan dalam bahasa siswa. <p>Mengkomunikasikan</p> <ul style="list-style-type: none"> Siswa memuji dengan bahasa Inggris, di dalam dan di luar kelas. Siswa menuliskan permasalahan dalam menggunakan bahasa Inggris untuk memuji dalam jurnal belajar (<i>learning journal</i>). 	<ul style="list-style-type: none"> Ketepatan dan kesesuaian menggunakan struktur dan unsur kebahasaan dalam menyampaikan pujian serta responnya <p>Pengamatan (observations) :</p> <p>Bukan penilaian formal seperti tes, tetapi untuk tujuan memberi balikan. Sasaran penilaian:</p> <ul style="list-style-type: none"> Upaya menggunakan bahasa Inggris untuk menyatakan pujian dan responnya ketika muncul kesempatan. Kesungguhan siswa dalam proses pembelajaran di setiap 		

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
			tahapan. <ul style="list-style-type: none"> Kesantunan dan kepedulian dalam melaksanakan Komunikasi 		
1.1. Mensyukuri kesempatan dapat mempelajari bahasa Inggris sebagai bahasa pengantar Komunikasi internasional yang diwujudkan dalam semangat belajar. 2.1. Menunjukkan perilaku santun dan peduli dalam melaksanakan Komunikasi interpersonal dengan guru dan teman. 3.3. Menganalisis fungsi sosial, struktur teks, dan unsur kebahasaan pada ungkapan menunjukkan perhatian (care), serta responnya, sesuai dengan konteks penggunaannya. 4.3. Menyusun teks lisan dan tulis untuk mengucapkan dan merespon ungkapan perhatian (care),	Teks lisan dan tulis untuk menunjukkan perhatian (care) <i>Fungsi sosial</i> Menjaga hubungan interpersonal dengan guru, teman dan orang lain. <i>Ungkapan</i> Ungkapan untuk memberi perhatian dan cara meresponnya: <i>You look pale . Are you OK? Not, really. I've got a headache.</i> <i>Unsur</i>	Mengamati <ul style="list-style-type: none"> Siswa mendengarkan/menonton interaksi menunjukkan perhatian. Siswa mengikuti interaksi menunjukkan perhatian. Siswa menirukan model interaksi menunjukkan perhatian. Dengan bimbingan dan arahan guru, siswa mengidentifikasi ciri-ciri interaksi menunjukkan perhatian. (fungsi sosial, struktur teks, dan unsur kebahasaan). Mempertanyakan (questioning) <ul style="list-style-type: none"> Dengan bimbingan dan arahan guru, siswa mempertanyakan 	KRITERIA PENILAIAN: <ul style="list-style-type: none"> Pencapaian fungsi sosial Kelengkapan dan keruntutan struktur teks menunjukkan perhatian Ketepatan unsur kebahasaan: tata bahasa, kosa kata, ucapan, tekanan kata, intonasi, ejaan, dan tulisan tangan Kesesuaian format penulisan/penyampaian CARA PENILAIAN: Unjuk kerja	1 x 2 JP	<ul style="list-style-type: none"> Audio CD/ SUARA GURU Koran/majalah ber www.dailyenglish.com http://americanenglish.state.gov/files/ae/resource_files http://learnenglish.britishcouncil.org/en/

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
<p>dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, yang benar dan sesuai konteks.</p>	<p><i>kebahasaan:</i> Ucapan, tekanan kata, intonasi</p>	<p>antara lain perbedaan antara berbagai ungkapan menunjukkan perhatian dalam bahasa Inggris, perbedaan ungkapan dengan yang ada dalam bahasa Indonesia, kemungkinan menggunakan ungkapan lain, dsb.</p> <p>Mengeksplorasi Siswa menunjukkan perhatian dengan bahasa Inggris dalam konteks <i>simulasi</i>, <i>role-play</i>, dan kegiatan lain yang terstruktur.</p> <p>Mengasosiasi</p> <ul style="list-style-type: none"> Siswa membandingkan ungkapan menunjukkan perhatian yang telah dipelajari dengan yang ada di berbagai sumber lain. Siswa membandingkan antara ungkapan dalam bahasa Inggris dan dalam 	<ul style="list-style-type: none"> Bermain peran (<i>role play</i>) dalam bentuk interaksi yang berisi pernyataan dan pertanyaan untuk menunjukkan perhatian Ketepatan dan kesesuaian menggunakan struktur dan unsur kebahasaan dalam menyampaikan ungkapan untuk menunjukkan perhatian <p>Pengamatan (observations): Bukan penilaian formal seperti tes, tetapi untuk tujuan memberi balikan. Sasaran penilaian:</p> <ul style="list-style-type: none"> Upaya menggunakan 		

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
		bahasa siswa. Mengkomunikasikan <ul style="list-style-type: none"> Siswa menunjukkan perhatian dengan bahasa Inggris, di dalam dan di luar kelas. Siswa menuliskan permasalahan dalam menggunakan bahasa Inggris untuk menunjukkan perhatian dalam jurnal belajar (<i>learning journal</i>). 	bahasa Inggris untuk menunjukkan perhatian (<i>care</i>) ketika muncul kesempatan. <ul style="list-style-type: none"> Kesungguhan siswa dalam proses pembelajaran di setiap tahapan. Kesantunan dan kepedulian dalam melaksanakan Komunikasi 		
1.1. Mensyukuri kesempatan dapat mempelajari bahasa Inggris sebagai bahasa pengantar komunikasi internasional yang diwujudkan dalam semangat belajar 2.2. Menunjukkan perilaku jujur, disiplin, percaya diri, dan bertanggung jawab dalam melaksanakan	Teks lisan dan tulis pernyataan dan pertanyaan tentang niat melakukan sesuatu <i>Fungsi Sosial</i> Menyatakan rencana <i>Struktur Teks</i> 'I'd like to tell my	Mengamati <ul style="list-style-type: none"> Siswa mendengarkan dan membaca banyak kalimat menyatakan dan menanyakan tentang niat melakukan sesuatu dalam berbagai konteks Siswa mengikuti interaksi tentang pernyataan dan pertanyaan tentang 	Kriteria penilaian: <ul style="list-style-type: none"> Pencapaian fungsi sosial Kelengkapan dan keruntutan struktur teks pernyataan dan pertanyaan tentang niat melakukan 	2 x 2 JP	<ul style="list-style-type: none"> Audio CD/VCD/DVD SUARA GURU Koran/majalah berbahasa Inggris www.dailiyeng http://americanen

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
<p>komunikasi transaksional dengan guru dan teman.</p> <p>3.4. Menganalisis fungsi sosial, struktur teks, dan unsur kebahasaan untuk menyatakan dan menanyakan tentang niat melakukan sesuatu, sesuai dengan konteks penggunaannya</p> <p>4.4. Menyusun teks lisan dan tulis untuk menyatakan dan menanyakan tentang niat melakukan sesuatu, dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, yang benar dan sesuai konteks</p>	<p>name, ' I will tell him about my job, I'm going to introduce my friend</p> <p><i>Unsur Kebahasaan</i> Kata kerja <i>I'd like to ..., I will ..., I'm going to ...;</i> tata bahasa, ucapan, tekanan kata, intonasi, ejaan, tanda baca, tulisan tangan dan cetak yang jelas dan rapi.</p>	<p>menyatakan dan menanyakan tentang niat melakukan sesuatu dengan bimbingan guru</p> <ul style="list-style-type: none"> Siswa menirukan contoh-contoh kalimat yang menyatakan dan menanyakan tentang niat melakukan sesuatu Dengan bimbingan dan arahan guru siswa mengidentifikasi ciri kalimat yang menyatakan dan menanyakan tentang niat melakukan sesuatu <p>Mempertanyakan</p> <p>Dengan bimbingan dan arahan guru, siswa mempertanyakan antara lain perbedaan antara berbagai ungkapan menyatakan dan menanyakan tentang niat melakukan sesuatu dalam bahasa Inggris, perbedaan ungkapan dengan yang ada dalam bahasa</p>	<p>n sesuatu</p> <ul style="list-style-type: none"> Ketepatan unsur kebahasaan: tata bahasa, kosa kata, ucapan, tekanan kata, intonasi, ejaan, dan tulisan tangan Kesesuaian format penulisan / penyampaian <p>Cara Penilaian: Pengamatan (observasi)</p> <p>Bukan penilaian formal seperti tes, tetapi untuk tujuan memberi balikan.</p> <ul style="list-style-type: none"> Upaya menggunakan Bahasa Inggris untuk menyatakan dan 		<p>english.state.gov/file/ae/resource/files</p> <ul style="list-style-type: none"> http://learnenglish.britishcouncil.org/en/

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
		<p>Indonesia, kemungkinan menggunakan ungkapan lain dsb.</p> <p>Mengeksplorasi</p> <ul style="list-style-type: none"> Siswa menyatakan dan menanyakan tentang niat melakukan sesuatu dalam konteks simulasi, role-play dan kegiatan lain yang terstruktur Siswa berusaha menyatakan dan bertanya tentang niat melakukan sesuatu <p>Mengasosiasi</p> <ul style="list-style-type: none"> Siswa membandingkan antara ungkapan niat melakukan sesuatu dalam bahasa Inggris yang telah dipelajari dengan yang ada dari berbagai sumber lain. Siswa membandingkan ungkapan menyatakan dan menanyakan tentang niat melakukan sesuatu dalam bahasa Inggris dan dalam bahasa Indonesia 	<p>menanyakan tentang niat melakukan sesuatu ketika muncul kesempatan.</p> <ul style="list-style-type: none"> Kesungguhan siswa dalam proses pembelajaran dalam setiap tahapan Berperilaku jujur, disiplin, percaya diri, dan bertanggung jawab dalam melaksanakan Komunikasi 		

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
		<p>Mengkomunikasikan</p> <ul style="list-style-type: none"> • Setiap menyatakan dan menanyakan ungkapan tentang niat melakukan sesuatu dalam bahasa Inggris di dalam dan di luar kelas • Siswa menuliskan permasalahan dalam jurnal belajar (<i>learning journal</i>) 			
<p>1.1 Mensyukuri kesempatan dapat mempelajari bahasa Inggris sebagai bahasa pengantar komunikasi internasional yang diwujudkan dalam semangat belajar</p> <p>2.3 Menunjukkan perilaku tanggung jawab, peduli, kerjasama, dan cinta damai, dalam melaksanakan Komunikasi fungsional</p> <p>3.5. Menganalisis fungsi sosial, struktur teks, dan unsur kebahasaan dari ungkapan ucapan selamat bersayap, sesuai dengan konteks penggunaannya.</p>	<p>Teks lisan dan tulis untuk mengucapkan dan merespon ucapan selamat bersayap (extended) Fungsi Sosial</p> <p>Menjaga hubungan interpersonal dengan guru, teman, dan orang lain.</p> <p><i>Struktur text</i></p> <p>Ungkapan baku dari sumber-sumber</p>	<p>Mengamati</p> <ul style="list-style-type: none"> • Siswa memperhatikan beberapa pesan yang berisi ucapan selamat dari berbagai sumber (a.l. film, tape, surat kabar, majalah). • Siswa membacakan contoh-contoh teks pesan berisi ucapan selamat tersebut dengan ucapan, intonasi, tekanan kata, dengan benar dan lancar. • Dengan bimbingan dan arahan guru, siswa mengidentifikasi ciri-ciri pesan yang berisi 	<p>Kriteria penilaian:</p> <ul style="list-style-type: none"> • Pencapaian fungsi sosial • Kelengkapan dan keruntutan struktur teks ucapan selamat bersayap • Ketepatan unsur kebahasaan: tata bahasa, kosa kata, ucapan, tekanan kata, intonasi, ejaan, dan tulisan tangan • Kesesuaian format penulisan/ penyampaian 	<p>2 x 2 JP</p>	<ul style="list-style-type: none"> • Audio CD/ VCD/DVD • SUARA GURU • Koran/majalah berbahasa Inggris • www.dailyenglish.com • http://americanenglish.state.gov/files/aresources

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
<p>4.5. Menyusun teks lisan dan tulis untuk mengucapkan dan merespon ucapan selamat bersayap (extended), dengan memperhatikan tujuan, struktur teks, dan unsur kebahasaan, secara benar dan sesuai dengan konteks.</p>	<p>otentik.</p> <p><i>Unsur kebahasaan</i></p> <p>(1) Kata dan tata bahasa baku</p> <p>(2) Ejaan dan tulisan tangan dan cetak yang jelas dan rapi.</p> <p>(3) Ucapan, tekanan kata, intonasi, ketika meresentasikan secara lisan</p> <p><i>Topik</i></p> <p>Keteladanan tentang perilaku peduli dan cinta damai.</p>	<p>ucapan selamat (fungsi sosial, struktur teks, dan unsur kebahasaan).</p> <p>Mempertanyakan (questioning)</p> <ul style="list-style-type: none"> Dengan bimbingan dan arahan guru, siswa mempertanyakan antara lain perbedaan antar berbagai pesan yang berisi ucapan selamat dalam bahasa Inggris, perbedaan ungkapan dengan yang ada dalam bahasa Indonesia, kemungkinan menggunakan ungkapan lain, dsb. <p>Mengeksplorasi</p> <ul style="list-style-type: none"> Siswa secara mandiri dan dalam kelompok mencari ucapan selamat yang lain dari berbagai sumber Siswa bergantian 	<p>Cara Penilaian:</p> <p>Unjuk kerja</p> <ul style="list-style-type: none"> Melakukan <i>role-play</i> (bermain peran) menggunakan ungkapan berbentuk pesan berisi ucapan selamat serta responnya dalam situasi nyata Ketepatan dan kesesuaian menggunakan struktur dan unsur kebahasaan dalam menyampaikan ucapan selamat bersayap serta responnya <p>Pengamatan (observations)</p> <p>:</p> <p>Bukan penilaian formal seperti tes, tetapi untuk tujuan memberi balikan.</p> <p>Sasaran</p>		<ul style="list-style-type: none"> http://learnenglish.britishcouncil.org/en/

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
		<p>membacakan ucapan selamat dengan unsur kebahasaan yang tepat</p> <ul style="list-style-type: none"> Siswa mengucapkan dan merespon ucapan selamat yang disampaikan teman dan guru. <p>Mengasosiasi</p> <ul style="list-style-type: none"> Siswa membandingkan berbagai ucapan selamat terkait dengan tujuan, struktur teks, dan unsur kebahasaan, dilihat dari segi ketepatan, efisiensi, efektivitasnya. Siswa memperoleh balikan (<i>feedback</i>) dari guru dan teman tentang hasil analisis yang disampaikan dalam kerja kelompok. <p>Mengkomunikasikan</p>	<p>penilaian:</p> <ul style="list-style-type: none"> Perilaku tanggung jawab, peduli, kerjasama, dan cinta damai, dalam melaksanakan Komunikasi Ketepatan dan kesesuaian dalam menyampaikan dan menulis teks berisi ucapan selamat Kesungguhan siswa dalam proses pembelajaran di setiap tahapan <p>Portofolio</p> <ul style="list-style-type: none"> Kumpulan catatan kemajuan belajar berupa catatan atau rekaman monolog. Kumpulan karya siswa yang mendukung proses 		

Kompetensi Dasar	Materi Pokok	Pembelajaran	Penilaian	Alokasi Waktu	Sumber Belajar
		<ul style="list-style-type: none"> • Siswa berkreasi membuat teks-teks ucapan selamat dan menyampaikannya di depan guru dan teman untuk mendapat feedback. • Siswa membuat kartu ucapan selamat • Siswa memperoleh feedback dari guru dan teman sejawat 	<p>penulisan teks ucapan selamat berupa: draft, revisi, editing sampai hasil terbaik untuk dipublikasi</p> <ul style="list-style-type: none"> • Kumpulan hasil tes dan latihan. • Catatan atau rekaman penilaian diri dan penilaian sejawat, berupa komentar atau cara penilaian lainnya 		

Appendix D

Interview



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List of the Interview Analysis:

- 1) How long has you taught in the school?

Answer: I have been teaching here about 4 years

- 2) What kind of book that used by the automotive engineering students in learning English, Sir?

Answer: They used English book by Educational Government “Buku Bahasa Inggris SMA/MA/SMK/MAK Kelas X, Kurikulum 2013.

- 3) According to you how the students enthusiastic when they are learning English in the class?

Answer: Some of the students are interested to learn English but some of them do not especially in speaking skill

- 4) What is the biggest problem that the students face in learning English speaking?

Answer: The biggest problem is about self-confidence, they have no confidence, they have no confident to speak when the teacher asks them to come in front of the class and practice the conversation, it means that they still in lack competence in speaking skill

- 5) Do you mean all of them can't speak English ?

Answer: They cannot speak English fluently, but some of them can speak English a little bit, and the most of them are cannot

- 6) How do you help the student to improve their speaking skill?

Answer: When I am the entering the classroom to teach. I always asks students to mention the vocabularies of the object in the class before starting the lesson

- 7) Do you know about English for specific purpose?

Answer: Yes I know. It is about learning English based on student's need

- 8) Do the speaking materials that you teach are in line with their major Automotive Engineering?

Answer: Yes, I do. Because I teach based on the lesson plan but the supported materials are from the text book whereas their textbook

The logo of the University of the Philippines - Diliman is a circular emblem. It features a central sun with rays, a green plant with leaves, and a red flower. The words "UNIVERSITY OF THE PHILIPPINES" are written around the top inner edge, and "DILIMAN" is at the bottom. The word "UNIMED" is written across the bottom of the emblem.

Appendix E

The Final Drafts of Developing Materials

The logo for The Character Building University features the words "THE Character Building UNIVERSITY" in a green, cursive script font. The word "THE" is in a smaller, sans-serif font above "Character".

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Siti Syafaiyah

English for Automotive Engineering

A Supplementary Speaking Material

Grade X
| 2013
curriculum

PREFACE

Praise to the almighty Allah SWT for his blessings and mercy so the material based on scientific approach in speaking material for grade X students could be complete. This material focus on speaking especially conversation and monologue. The material also consist 3 chapter. Chapter 1 entitled “Congratulating and Complimenting, Chapter 2 entitled “Expressing Intention” and chapter 3 entitled “Giving Announcement. The material not only developed based on students need, but also based on scientific approach which consist of six sesion namely Warm up , Observing (Let start), Asking (Do you know), Exploring, Associating (Break the challenges), Communicating (It’s your turn)

The author would like to thank to all parties who have helped accomplishing this material especially to:

1. Dr. Isli Iriani Indiah Pane , M. Hum as first supervisor
2. Indra Hartoyo, S.Pd., M. Hum as first validator
3. Linson Simanjuntak, S.Pd as second validator

It is aware that this product was beyond perfection so that critics and suggestion are always expected for improvement. Hopefully, this material has contribution in training students’ speaking ability.

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CORE OF COMPETENCIES

1. Menghargai dan menghayati ajaran agama yang dianutnya.
2. Menghargai dan menghayati perilaku jujur, disiplin, tanggungjawab, peduli (toleransi, gotong royong), santun, percaya diri, dalam berinteraksi secara efektif dengan lingkungan sosial dan alam dalam jangkauan pergaulan dan keberadaannya.
3. Memahami pengetahuan (faktual, konseptual, dan prosedural) berdasarkan rasa ingin tahunya tentang ilmu pengetahuan, teknologi, seni, budaya terkait fenomena dan kejadian tampak mata.
4. Mencoba, mengolah, dan menyaji dalam ranah konkret (menggunakan, mengurai, merangkai, memodifikasi, dan membuat) dan ranah abstrak (menulis, membaca, menghitung, menggambar, dan mengarang) sesuai dengan yang dipelajari di sekolah dan sumber lain yang sama dalam sudut pandang/teori.

BASIC COMPETENCIES

- 4.2 Menyusun teks lisan dan tulis untuk mengucapkan dan merespon pujian bersayap dengan memperhatikan fungsi sosial, struktur teks dan unsur kebahasaan secara benar dan sesuai dengan konteks.
- 4.3 Menyusun teks lisan dan tulis untuk menyatakan dan menanyakan tentang niat melakukan sesuatu, dengan memperhatikan fungsi sosial, struktur teks dan unsur kebahasaan secara benar dan sesuai dengan konteks.
- 4.5 Menyusun teks khusus dalam bentuk pemberitahuan (announcement), lisan dan tulis, pendek dan sederhana, dengan memperhatikan fungsi sosial, struktur teks, dan unsur kebahasaan, secara benar dan sesuai konteks

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CHAPTER 1

CONGRATULATING AND COMPLIMENTING



Learning goals:

The students are expected to be able to write oral and written text to express and respond to extend compliments and congratulations by considering the social function, text structure and linguistic features based on context

A. WARM UP



VOCABULARY

Study the pictures of the tools below and label them with the names provided in the box!

Combining spanner

Side cutting plier

Long nose plier

Allen keys

Screw driver

Jack

Whell brace

Timing light

Grinder



Vocabulary and Pronunciation Practice

Repeat the words after your teacher to correcting your pronunciation. Memorize the words and the meaning.

WORDS	PRONUNCIATION	MEANING
Department	/dɪ'pɑ:(r)tmənt/	Bagian
Technician	/tek'nɪʃ(ə)n/	Ahli
Injection	/ɪn'dʒekʃ(ə)n/	Injeksi
Workshop	/'wɜ:(r)kʃɒp/	Bengkel
Customer	/'kʌstəmə(r)/	Pelanggan
Equipment	/'kwɪpmənt/	Peralatan
License	/'laɪs(ə)ns/	Lisensi
Quality	/'kwɒləti/	Kualitas
Showroom	/'ʃəʊru:m/	Ruang pameran
Machine	/mə'ʃi:n/	Mesin
Success	suhk-ses	Sukses
Promotion	pruh-moh-shuhn	Promosi
Previous	pree-vee-uhs	Sebelumnya
Accept	ak-sept	Menerima
Screwdriver	skru:draɪvə	Obeng
Jack	jak	Dongkrak
Hammer	ham-er	Palu

Task 1. Look at the pictures below! What do you think about the pictures? What would you say if someone get success? Discuss in pairs and explain by your own words briefly!



ASE Technician of the year.

[read more >>](#)





Do you know?

ASKING

TASK 2. Ask your partner some congratulating and complimenting statements. Then write based on the picture shown congratulating and complimenting responses in the table below.

Pictures	Congratulating	Complimenting



Look at some expression below

Task 3. Read the conversation below loudly to train your pronunciations. Then list the congratulating / complimenting expressions used in the conversation

Hello, Adam
 congratulation on your
 promotion as a project
 manager. So proud of
 you dear

Thankyou
 Elisa.Its all your
 support

You look beautiful
 on tv today. Your
 brand launching

Thanks. I need your
 futher suggestion.

Do you like the suit I
 sent you yesterday? I
 doubt about it.

I really like it. You are
 expert about fashion. I
 never worried about it



TASK 4 : Practice the following conversation in pairs. Pay attention to the expression used in congratulating and complimenting people and the responses.

Mr. Prima The representative of technician reports the annual balance sheet of PT. Autoprima. The percentage customer of car service increase 50%. Mr. Prima, the CEO of the company congratulates each department for their effort during the year

Mr Prima : I would like to congratulate our company on this good achievement. I would say thanks for technician for your effort. Its's a good job

Technician : Thank you, sir. That's all the effort of the team and you support too.

Mr. prima : You've done your best, Technician Department. Our customer are very satisfied with your service. I really like your discipline and your skill. Well done!

Technician : Thankyou so much. We are glad to do that.

Mr.prima : my warmest congratulation is also delivered to sales department for your best skill and workhard

Technician : it's our pleasure. We did it as our commitment to the company as our life resource

Mr. Prima : Thankyou so much. I appreciate all your work and company can't reach a good achievement without your good and team work.

Answer the following question based on the text above!

1. Why does the manager of AutoPrima congratulate to employee?
2. Why does the manager give compliment to Technician Department?
3. How does the sales department respond to their manager's compliment?
4. List the congratulating/complimenting expressions on text above!

TASK 5. Complete the conversation by fill the blank using the words in the box. Then practice the conversation

Congratulation	work	Finished
Automotive	bankrupt	Expect

Jerry : Good morning, sir

Anton: Good morning. Its nice to join this company again. I'm happy can(1)_____

My study abroad and trusted for back here

Jerry : (2)_____on your graduation. We're glad to hear that.

Anton : Thank you, I wish can (3)_____with all the people here.

Jerry : We (4)_____a lot, during the year, the company faced the (5)_____

There is a significant change of management since you left company.

We almost have (6)_____

Anton : We need a great effort to improve the company's victory.

We can do it.

Jerry : we wish a lot.

GRAMMAR:

Simple past tense: Talk about a completed action in a time before now (My father died 2 years ago)

Present Perfect: An action or situation started in the past and continues in the present. I have lived in Bristol since 1984 (and I still do), or an action performed during a period that has not yet finished

Present perfect continuous: Refer to an unspecified time between “before now” and now (she has been waiting for you all day)

Singular-plural: Boat-boats, cat-cats, bus-buses, box-boxes, man-men, half-halves
goose-geese

TASK 6. Match the word in column A with the synonym in column B

A	B
Bleed Screw	To sterilize equipment
Distortion	To connect and disconnect transmission system
Autoclave	A lubricant which reduces the friction
Clutch system	To create a temporary opening in hydraulic
Grease	An automatic internal for offset
Auto-Zero distorted	The action of distorting or the state of being
Brake	To prepare for a public performance
Air Gap	A magnetic or electric circuit

TASK 7. Read the congratulation card below and answer the following question orally!

We'd like to congratulate William Eric on winning the inaugural Auto prima machine award. This prestigious award was given to William for being the highest achieving student in lasts semester CERTIFIED AUTO PRIMA certification program. The award honors the late alpha prima, who brought the CERTIFIED AUTO PRIMA designation to Indonesia back in 1990 and work tirelessly automotive engineering profession



1. Who is giving the congratulating card?
2. To whom the congratulating card is given?
3. Why did she/he get congratulating card?

TASK 8. Imagine that your friend is William Eric. Write a short conversation while you congratulate William and practice it in front of the class

TASK 9. Study the following explanation and discuss it in a small group or four person

EXPRESSIONS OF CONGRATULATIONS

Congratulation is an expression that we use to give the congratulation utterance when he or she succeeds in doing something

CONGRATULATING	RESPONDING
<ul style="list-style-type: none"> ✓ I'd be the first to congratulate you on.. ✓ I'd congratulate you on.. ✓ Please accept my warmest congratulations. ✓ Congratulations on.. ✓ Well done ✓ Nice done, congratulations! ✓ Good ✓ Fantastic! 	<ul style="list-style-type: none"> ✓ How nice of you to say so. ✓ Thank you very much for saying so. ✓ I'm glad you think so ✓ Oh, It's nothing special actually ✓ Oh, I have a lot to learn yet. ✓ Thankyou ✓ Oh,not really ✓ Oh, thanks alot

TASK 10. Complete the blanks in the following dialogues using the words in the box!

Good luck

Congratulation

Popular business

It's good

Thanks alot

Wonderful



Andy: Hi, Yuni. What's your daughter doing these days?

Yuni: Oh, she's in college. In fact, she plans to graduate this October. She took an automotive engineering program.

Andy: That's _____ ! (1) You must be very proud of her



Fuad: Hi Ary. _____? (2)

Ary: Oh, I'm going to take the driving test tomorrow.

Fuad: That's great, Ary _____ ! (3)



James: How is your business, Ria?

Ria: _____ (4) I've sold 8 items these two days.

James: Congratulations! That's a _____ (5) right now.

Ria: _____

EXPRESSION OF COMPLIMENTING

TASK 11. Study the following explanation and discuss it in a small group of four person!

Compliment is an expression that we show or say to express /give praise. Compliment express approval and are aimed at showing that you like some aspect of other person appearance, belonging or work.

It is important to compliment colleague at work because it can be a fantastic reward that provides continued motivation for future tasks and giving positive feedback in response to a job well done

COMPLIMENTING	RESPONDING
<ul style="list-style-type: none"> ✓ You really did a good job today ✓ I think you are very great at this! ✓ What a beautiful design ✓ You look so amazing today ✓ I must congratulate you on being the smartest technician ✓ Nice work ✓ Your idea was great. I think you are genius ✓ My compliments on your beautiful job 	<ul style="list-style-type: none"> ✓ It is very kind of you to say that. ✓ Thank's alot of your appreciation ✓ Oh Thanks ✓ Thanks a bunch ✓ Oh Thankyou ✓ Oh not really ✓ Really? Thanks, I'm glad you like it ✓ Thankyou

dialogues based on the pictures below!. Then, practice the dialogues in front of the class!



My compliments on your beautiful job. You are proper to be next delegation of International Technical Conference on Experimental Safety Vehicles.

For example: My compliments on your beautiful job. you are....



I am so glad to have you part of my team .



We are so grateful , the best technician join in our team.



Open now!!! License
Zia Mobil. Get a
licensed and good
quality New car and

Rachmat's friend, Wahyu, opened showroom zia mobil which serve new car and used car . Yesterday, the grand's opening of Zia mobil held. Rachmat visited wahyu for congratulating. **Fill the blank sentences to complete the conversation with two synonymies word for each sentence:**

Rachmat : Hello, Wahyu. I;m so **proud/content** on you. **Congratulation on your showroom ziamobil opening.**

Wahyu : Thankyou, Rachmat. Our showroom still need improvement, quality car, and effort in managing a good showroom

Rachmat : I guess your_____will come true. I knew you are smart one since we were college.

Wahyu : You_____me too much .but I appreciate your compliment. How about you? Did you still be workshop head in Auto Prima showroom?

Rachmat : Yes, but there is a consideration for resign. The_____work never appreciates by the showroom.

Wahyu : Really? You know, I_____you so much. How about join my showroom? For now, they_____can't be higher than the previous one. But further, I can't pay you more.

Rachmat : How lucky I am to have you. I'll think about it later. For_____you are my best college mate ever.

Ambition	Bacon	Amazed	honest	salary
Contented	Proficient	Accomplished	accolade	proud
Desire	Sincere	Honor	Astonish	



TASK 13. Find out the expression using in congratulating and complimenting from another sources such as internet or textbook. Then explain the difference

Can you explain the differences of congratulating and complimenting in English and Indonesia?

REFLECTION

At the end of this chapter, ask yourself these following questions to see how much you have learned

1. Do you know how to congratulate people and when you need that?
2. Do you know how to compliment people and when you need that? Read this chapter and do the activities again. Don't hesitate to see your teacher and classmates to discuss with them how to make you understand and able to use the expression better.

CHAPTER 2 EXPRESSING INTENTION



Learning goals:

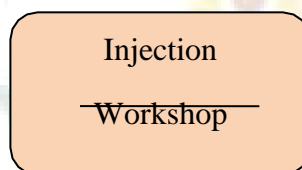
The students are expected to be able to write oral and written text to express and respond to intention of doing something by considering the social function

WARM UP



Below are lists of words related to automotive engineering. Lets play odd man out game. Play this game in groups of four. Find the word that does not belong to the same category as the other word in the same group, that word is the odd word (odd man). Cross out or circle the word and explain your reason. Look at the example!

Example:



1. Technician Workshop Kitchen	2. Vehicle Card Engine	3. Spare Part Accounting Showroom
4. Recipe Dealer Motorcycle	5. Tax Slipper clutch Double disc brake	6. Sew Air Injection Brake
7. Petroleum Sponge Air bag	8. Blush Brush Accelerator pump Acces panel	9. Distortion Biodiesel Primer
10. Concealer Piston Disc brake	11. Files Grinder Frying pan	12. Baking tray Drills Screw driver



Let's start

OBSERVING

TASK 1. Look at the pictures below! Have you ever visit the place? If you go to the place, what are you going to do? Or what the people usually do in these place? Discuss with your partner!



COMPANY
.....
.....
.....



WORKSHOP
.....
.....
.....



SHOWROOM
.....
.....

Building



Do You Know?

ASKING



Have you ever visit an important place? Can you describe your journey?

TASK 2.Based on the explanation of the picture in task 1, list noun, adjective, and verb you've mentioned in the tree below:



TASK 3. You will find these following words on task 6. Listen to your teacher and repeat after him/her with a good pronunciation. Then, find the meaning in your dictionary

Words	Meanings
1. Accompany	
2. Information	
3. Supply	
4. Spare parts	
5. Dealer	
6. Prepare	
7. Employee	
8. Injection	

TASK 4. Read the following conversation and practice with your partner in front of the class!

WHAT ARE WE GOING TO DO TODAY?

Edy and Anna work as staff spare part in Suzuki Dealer , the big and exclusive Dealer center in the city. They met in the elevator before the work hours begin.

Edy : good morning Ed. You look gorgeous today.

Tony : Thank you Edy. Your hair style make you seem younger

Edy : You praise me too much. What's our duty today? Is there any important information when I absence?

Tony : of course we should manage the administration of new spare parts and and report them to the spare part administrator

And today, **what we should do?**

Tony : we are going to check the supply of spare parts last month and new ones after that make a list and report them to the spare part administrator

Edy : wow. I will prepare myself for that. It sounds like terrifying Tuesday.

Tony : no worries. We will boost our energy for tonight. We have good news.

Edy : Really? Are you trying me to fool me again?

Tony : I'm serious. We welcome our new head office, so our manager invited the entire employee join welcoming Gayatri restaurant. **Would you like to join us?**

Edy : I wish the hours pass quickly. I'd like to enjoy Gayatri's cuisine for soon. I can wait too long anymore.

Tony : So do me!

TASK 5: Answer the following question based on the text above !

1. What are Edy and Tony discussing?
2. Who already have the plan for today?
3. What are their plans?
4. What do sentences typed in bold express?
5. When do people use the expressions?

TASK 6. Complete the conversation by filling the blank using the words in the box. Then practice the conversation!

A: Hey, you look so serious. What is the matter?

B: Oh, I'm just thinking about something.

A: What is about?

B: I'm thinking that, I want to open the second workshop in my parent city

A: Wow, sound great!

B: Really? You think so?

: Yes but, why do you plan like that?

B: I'm just thinking that the best idea to secure the stock of our motorcycle injection air

A: I think it would be nice if we also make some compositions

B: Ok. Now I need to have to list all the equipment and permit places

A; Is there anything that I could do?

B: We also need make a job announcement for employees

A: It would be helpfull if you make it

A: Sure. With my pleasure

TASK 7. Match the word in column A with the synonym in column B

A	B
Accompany	An amount or quantify of something that is available to use
Information	To go somewhere with someone or something
Supply	Someone whose job is to manage a business, organization etc
Manage	To make something ready to use
Administrator	Knowledge or facts about someone or something
Prepare	To succeed in doing something
Employee	Someone who is paid regularly to work for a person etc
Fuel injection	To direct introduction of fuel under pressure into the combustion

IF I WERE VALENTINO ROSSI, I WILL



Before heading to Sepang for the first MotoGP test of 2016, Valentino Rossi stopped by Indonesia to meet fans. Today 26th April, Movistar Yamaha MotoGP's Valentino Rossi was honoured for his major achievements as the face of Grand Prix racing during his appearance as a special guest of Yamaha Indonesia Motor Manufacturer (YIMM) at the annual 'Owner Dealer Business Meeting' (ODBM) held at The Mulia Resort in Bali. This year the event was hosted by Mr. Yoshihiro Hidaka, Executive Officer of Yamaha Motor Co. Ltd. and Executive General Manager of 1st and 2nd Business Unit, Motorcycle Business Operations Mr. Minoru Morimoto, Rossi attended the press launch of the above-mentioned brand-new models, in the presence of nearly 100 journalists from all over Indonesia, before posing for YIMM new TV campaigns. This trip marks Rossi's second ever visit to Bali. Upon arrival at Indonesia's beautiful island on Monday the 25th, the nine-time World Champion was immediately struck by the Indonesian fans' support and media's ever-increasing passion for motorsport, making his visit all the more rewarding. He will stay in Indonesia for a few more days before heading to the Sepang International Circuit, in Malaysia, to kick off the 2016 season with the first three-day Official MotoGP test of the year.

TASK 8. Retell the experience of meeting Valentino Rossi using your own words. Using the following questions to help you retell

2. When and where did the event happen?
3. What were the activities that happened?

TASK 9. Answer the following question using “I will, I would like, I ‘m going to “

1. If you had opportunity to accompany Valentino during the trip in Indonesia, how would you feel?
2. What would you say to him? What would you give him?
3. What would you expect him to do?
4. Would you expect him to do?
5. What if you were Rossi and meet your fans in Indonesia?
6. If you were Rossi. What would you do beside Yamaha ambassador?
7. If Rossi asked you bring him for holiday, which tourist destination that you should bring him?
8. If Rossi got injured while his travelling in Indonesia, what would you do as his guide?

TASK. 10 Look at the pictures below! Make a dialogue and then write a dialogue based on the picture below! Then practice the dialogue in front of the class!



Building

This is so great. I think others could benefit from learning about it. Can I share you work at our team meeting?.

For example: I'd like to tell you this is so great I think...



I'm so proud/glad/lucky to have you part of my team. Your work is really good
Mr. Andi



We are so fortunate to have an innovator like you in our team

THE
Character Building
UNIVERSITY



Communicating

TASK 11. Tell your friend in front of the class about your plan/hope when you graduate from vocational high school, automotive engineering program. You can write the draft before practice it.

REFLECTION

At the end of this chapter, ask yourself these following question to see how effective your learning process is:

1. Are you able to identify the form and uses of would like to, and be going to ?
2. Can you make statements or question using would like to, and be going to?
3. Do you know when to use the expressions?

If your answer is “no” to one of these questions, read this chapter and do the activities again .

Don't hesitate to see your teacher and classmates to discuss with them how to make you understand and be able to use the expressions better.

THE
Character Building
UNIVERSITY

MEMORY BANK

Repeat the words after your teacher to train your pronunciation. Memorize the words and the meaning. (Teacher should remind students in the further meeting to ensure they still remember the words)

WORDS	PRONUNCIATION	MEANING
Opportunity	/ˌɒpə(r)'tjuːnəti/	kesempatan
Accelerate	/ək'seləreɪt/	mempercepat
Characteristic	/ˌkærɪktə'rɪstɪk/	karakteristik
Features	/'fi:tʃə(r)/	fitur
Aerodynamic	/ˌeərəʊdaɪ'næmɪk/	aerodinamis
Presence	/'prez(ə)ns	kehadiran
Aggressive	/ə'ɡresɪv/	agresif
Brake	/breɪk/	rem
Optimum	/'ɒptɪməm/	optimal
Clutch	/klʌtʃ/	Kopling
Dialogue	/daɪə-'lɒɡ/	Dialog
Expression	ɪk-spreʃ-uhn	Ekspresi
Intention	ɪn-ten-shuhn	Niat
Optimum	ɒp-tuh-muhl	Optimal

CHAPTER 3

GIVING ANNOUNCEMENT



Learning goals: The students are expected to be able write oral and written text to express and respond to announcement by consider the social function, text structure and linguistic features based on context



WARMER

Find the words in this list based on the “Automotive Engineering”. The names can be up, down, forward, backward, or diagonal.

T	H	U	V	A	K	L	B	U	N	S	O	L	A	F	U	U
E	U	L	D	V	S	F	D	X	O	V	D	A	R	I	S	J
C	O	B	S	U	A	E	L	O	A	S	U	I	O	N	Y	A
H	U	S	A	S	U	L	C	D	T	O	O	R	A	A	O	C
N	G	Q	L	T	A	E	L	U	B	Y	T	U	S	N	V	K
I	D	S	E	A	P	S	Y	E	R	W	U	B	E	C	W	L
C	W	E	S	R	O	U	A	B	N	I	Y	Y	A	E	A	S
I	X	T	M	S	N	M	U	G	U	I	T	A	A	M		O
A	E	U	A	O	Y	A	Y	U	I	H	R	Y	A	A	Q	C
N	L	P	N	C	T	Y	U	G	A	A	I	E	P	N	A	K
S	O	O	N	K	A	S	G	M	O	L	A	O	N	A	A	E
E	B	L	U	E	I	L	M	D	J	E	L	T	Q	G	N	T
R	S	A	L	E	S	M	A	N	A	G	E	R	A	E	H	W
V	E	B	W	O	R	S	K	U	N	I	N	B	E	R	U	R
I	S	U	O	P	O	I	R	G	P	A	I	R	B	U	G	E
C	L	K	L	I	S	H	O	H	I	A	A	U	U	O	I	H
	I	R	D	J	A	C	K	B	A	I	O	L	A	K	N	R
C	U	S	T	O	M	E	R	S	E	R	V	I	C	E	A	D

Sales manager

Customer service

Finance manager

HRD

Salesman

Technician service



Let's start

OBSERVING

TASK 1. Look at the conversation between manager, secretary and branch head below! Then, answer the blank conversation!

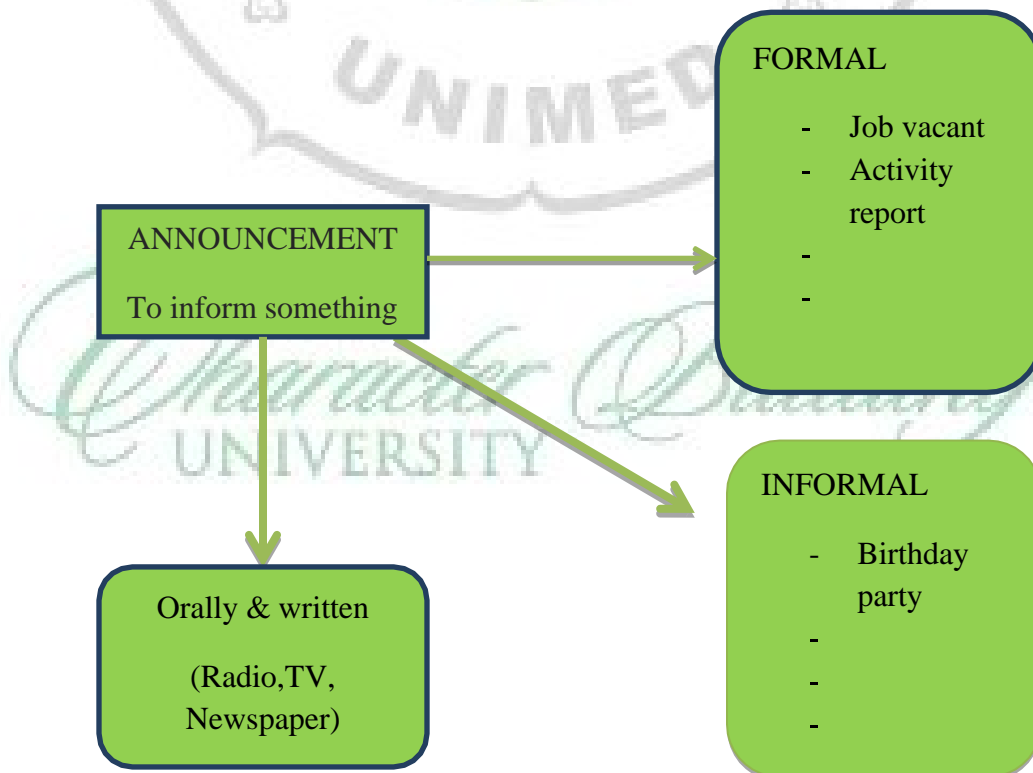


1. What is the manager wants to do?
2. What is the information that Anna should delivered?

ASKING

TASK 2 : Ask your friends some questions related to the topic that you will learn. Get some information about “Giving Announcement” and fill the blank diagram below

1. _____
2. _____
3. _____
4. _____
5. _____





TASK 3: You will find these following words on task 6. Listen to your teacher and repeat after him/her with a good pronunciation. Then, find the meaning in your dictionary.

Words	Meanings
1. Mechanic	
2. Information	
3. Attention	
4. Manage	
5. Handling	
6. Department	
7. Announcement	

GKD
GEMALA KEMPA DAYA

ASTRA Otoparts

GKD
JOB VACANCY

PT Gemala Kempa Daya, manufactures underbody automotive, subsidiary of PT Astra Otoparts Tbk. is calling smart young people to seize these career opportunity

ENGINEERING STAFF

REQUIREMENT

- Male, max 26 years old
- Diploma Degree, Mechanical / Manufacturing Engineering
- GPA min 2,9 (scale of 4,00)
- Fresh Graduate / experience are welcome to apply
- Able to think strategically with strong initiatives
- Willing to be placed at North Jakarta or Cikampek

SUBMIT YOUR RESUME & RECENT PHOTOGRAPH TO :
hr.recruitment@lgp-astra.co.id
Subject : ENG STAFF
before : April, 30th 2018

Imagine that you are a radio broadcaster and you have to announce the job vacancy for the listener

TASK4. Practice the conversation below in pairs in front of the class. You can make improvement for the dialogue based on your own words

CHECKED, PLEASE!

Mr. Adam called his secretary Anna to clarify the differences amount of their balance sheet. Jonny was asking to tell Andy the mechanic staff in the company to ensure the problem. Anna met Jonny in Jonny's room.

Anna : Hi, Andy. Excuse me. Can I get in?

Andy : Yes, please. Is there any problem?

Anna : I need you to check your notes There are some transaction recording didn't mention in the balance sheet and made differentiation between the total purchase of spare parts Honda and Yamaha and balance sheet.

Andy : Really? I've done auditing process for the transaction in this month carefully.

Anna : I doubt that I understood the problem. I'm not the mechanic staff of this company. Mr. Adam just asked me to announce this information to you.

Andy : I'll discuss the problem with Johan. He is handling the item statement

Anna : Beside that we need the costs of motorcycle spare parts good changing reports. The marketing department needs it as the consideration for goods distribution

Andy :We are sorry for all the disorder report. The reconciliation in the end of month made us busier than before.

Anna : Just do your best Andy. You can solve this problem professionally.

Andy : Thankyou Anna. I'll check it again. I'll call you when I've done

Anna : All right, Andy. See you later.

After 2 hours , Andy meet Mr. Adam to report the result of the fault in the recording

Andy : Good morning, Sir. I need to discuss the fault of balance report

Mr. Adam : Allright Andy. You can explain me now

Andy : I've not the fault, audit the balance report, and marked. The problem is employee earning statement recording. The entry not recorded because the mechanic department still cancelled the report waiting for end of month to count of Suzuki double disc brake.

Mr. Adam : but they should report as the company's available time period.

Andy : Yes, they should. So, it's their mistake and I'll tell them. For another mistakes. I've fix it

Mr. Adam : Thank you Andy. **I need you to announce all the mechanic staff to attend the meeting after work.**

TASK 5: Rearrange the sentences below to make it right the announcement after that, read the correct arrangement loudly and answer the following question.

Announcement for employees in a company

I appreciate you for first for listening this attention and will do it rightly	
Attention!! Attention!!	
We hope that everybody can obey the regulation for your own safety.	
After the work hours end, please save your time for employee gathering tonight at 6 PM	
As the impact, the actual amount in the prime warehouse overloaded and the branch warehouse out of stock.	
Please use your safety cloack, eyeglass, and the other security tools before start the activity	1

Remind us the mess in our company about the fault of shipping and marketing. The employee often left their responsibility about the manufacturing flow	
In addition, watch out the sharp object, smell, radiation and the dangerous liquid	
The meeting held to discuss the employee works quality, the salary increasing, insurance and the mistake during the last period	

TASK 6: Answer the following question based on the text above orally.

For safety reason, the employees should using.....

1. The announcer really appreciate the employees for their...
2. There are... that the announcer delivered
3. The purposes of the meeting are...
4. There are the mess happened in the..

TASK 7: Read the announcement below in front of the class loudly and understanding the structure of the announcement. You can find another source to get information of announcement



HONDA ANNOUNCEMENT

N.C.X CO.,LTD. is a leading company in the motorcycle industry , employing more than 850 qualifies. We are now seeking qualified and dynamic candidate to hold below position.

NCX HONDA/KOMATSU

1. Accounting manager (1 position)
2. Sale manager (1 position)
3. Field mechanic (10 position)
4. Engineer (4 position)
5. Logistic admin (1 position)

Address: Raya kebayoran lama Street, No 12 Jakarta Pusat

Contact: Andy Wijaya

ASSOCIATING

TASK 8: Based on the announcement above, write down the opening, context and closing of the announcement

TASK 8. Based on the announcement on the task 7, write down the opening, context and closing of the announcement

Part of announcement	Purposes	Detail

TASK 9. Look at the picture below. Can you explain the differences of each announcement? Find out further information from another source to enrich your knowledge about announcement.



Owner
Jorge Fajardo
661-949-8338
 relations@tandautomotiveinc.com

8:00 AM - 6:00 PM
213 W. Pondera St.
Lancaster, CA 93534
 www.tandautomotiveinc.com



Pink Balloons Girls 2nd Birt... by InvitationCentral Zazzle



Communicating

TASK 10. Choose one of the picture above and write your own announcement. Then write it orally in front of the class.

Give your comment to your friend while delivered her/his announcement in front of the class.

REFLECTION

At the end of this chapter, ask yourself this following question to see how effective your learning process is:

1. Do you know how to announce a piece of information orally?
2. Does an announcement have to contain information?
3. Do you know how to organize the information in an announcement?
4. Why people make an announcement?
5. Do you know the linguistic features of announcement
6. Where do you usually find announcement?

If your answer is “no” to one of these question. Read this chapter and do the activities again.



MEMORY BANK

Repeat the words after your teacher to train your pronunciation. Memorize the words and the meaning. (Teacher should remind students in the further meaning to ensure they still remember the words)

WORDS	PRONUNCIATION	MEANING
Employee	/ɪm'plɔɪi:/	Karyawan
Machine	/mə'ʃi:n	Mesin
Develop	/dɪ'veləp	Berkembang
Mechanic	/mɪ'kæni:k	Mekanik
Regulation	/,regjʊ'leɪʃ(ə)n/	Regulasi
Important	/ɪm'pɔ:(r)t(ə)nt/	Penting
Advertising	/'ædvə(r),taɪzɪŋ/	Iklan
Purchase	/'pɜ:(r)tʃəs/	Membeli
Identify	/aɪ'dentɪfaɪ/	Identifikasi
Absence	/'æbs(ə)ns/	Absen
Security	si-kyoor-i-tee	Petugas keamanan
Informal	in-fawr-muhl	Tidak resmi

THE
Character Building
 UNIVERSITY

BIOGRAPHY

The writer's name is Siti Syafaiyah. She was born on August, 30th 1996 in Bangun Purba, Deli serdang. People usually call her Fia. She is the youngest daughter of Mr. Turiman Mrs. Jamilah. She has two brother namely Jaka Utami and M.Sofyan and one sister Tuti Indranai

Her formal education started from 2002-2008 in SDN No. 101990 B.Purba 2008-2011 she continued to junior high school in SMPN Then, she went to senior high school B. Purba in SMAN 1 B. Purba started from 2011-2014. After finishing the senior high school level, she proceed to the English Educational Study Program at State University of Medan and got her Sarjana in 2022.

Medan, January 2022
The writer,

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