CHAPTER IV

CONCLUSIONS AND SUGGESTIONS

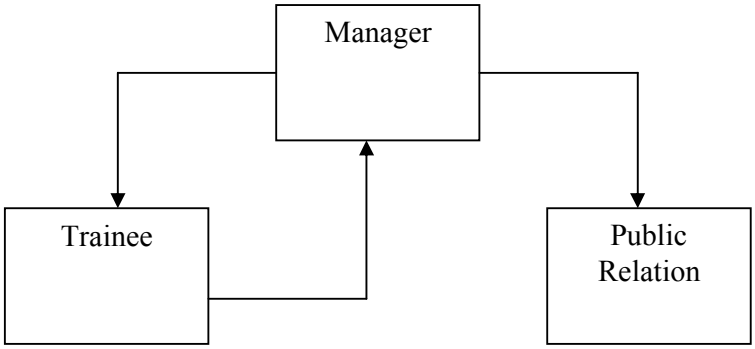
4.1 Conclusion

The conclusions of this report tells you about the place of the job training, the time of the job training that has been done, the problems that emerged during the job training, what I was doing and the solution of the problem. Hence, they have been answered in the previous explained.

In The International Relationship division – Indonesia Postal Co. Ltd I had to translate the covering letters written in English which I got from the manager. I translated them into Indonesia. When I translated the letters I found a problem. The problem was punctuation used in sentences of letters. I solved the problem by analyzing the sentences using propositional analysis to find out the ideas of the sentences. Also, I used common dictionary to find the accurate translation equivalent for each words.

To sum up, propositional analysis might be one of the ways in understanding the ideas of sentences using certain punctuation such as dash, besides looking up the dictionary.

Actually, I have schema describing what I was doing during the job training as printed out below.



Schema 4.1 the Schema of Job Training Activities

4.2 Suggestion

There are some suggestions which I have. First suggestion is related to technical concept of job training. It has to be professional and skillful. Second suggestion is the English department should give reference about list of institution or company which the student have to be posted. In addition, to eliminate the common perception, that students of English department always become the teacher.

However, the job training activities can be useful in the next step for student to do the real job not only in the education institution but also in company or other institution.