CHAPTER III

THE DESCRIPTION OF THE ACTIVITIES

This chapter will discuss how the author role in implementing training jobs. Then, in this chapter, the author will explain some of the activities related to job training activities for the author to prove that the author runs the job training. In this chapter, also, describes the problem appearing in the training job. The data is present descriptively.

3.1 Job position and coordination

Job position is related to the author skill that can be able to use in the company. PT INTI, as accompany that receives the author as one of the job trainer at one division, placing the author at the position corresponding to that possessed disciplines. For more detail, the author describes his position as comprehensively and coordinated.

3.3.1 Job Position

The given job position were:

1. A translator for :"developing organizational talent"

   First of all, the author joins to the HR division. There, the author was given a booklet. This booklet, by using English, is designed to managing people to develop their talent particularly in a company. Thus, the company needs to translate this booklet from the source language into the target language based on the employers needed.

2. Making English Presentation of the booklet purpose

   After finishing the translation, the author continued to join with the General affair to make the presentation for the translate result. The result of our assignment needs to interpret to the related managers by making presentation. The presentation was presented all the steps of development contained in the booklet. It was held once at the end of the training job. The presentation itself should be presented in English in order to train the English skill of the author and some related managers.

3.3.2 Coordination

Coordination was organized by one manager in human resources division and one manager in general affair division who had the specification of responsibilities as follow:

1. Mr. Achmad Djaelani

a. Job position : Quality Manager of HR management

b. Job authority : allowing student to conduct the job training in PT INTI

c. Job responsibilities : to guide the member of job training in conducting their given job and final translation result.

2. Mrs. Witarsih

a. Job position : Consultant Manager of General Affair management

b. Job authority : giving and the information of the task and providing the job trainer the time and place to present the result to the related manager and some of the employees.

c. Job responsibilities : to appreciate the presentation and to repeat the correct meaning of comprehending the meaning

3.2 Responsibility

The booklet containing three chapters should be translated in three week. Each chapter should be finished per week. Every week, the result of the chapter should be given to Mr. Djaelany as the editor.

The first chapter of this booklet tells about the background reading. In the background reading the author found some translate difficulties as the data show below:

Developing organizational talent	*Mengembangkan bakat organisasional*
Preparing for the Workshop	Persiapan sebelum workshop
Purpose This booklet is designed to help you prepare for the upcoming Developing Organizational Talent workshop.	Tujuan Prework ini dibuat untuk membantu anda mempersiapkan diri untuk seminar mengembangkan bakat organisational yang akan diselenggarakan.
Importance The Prework is designed to help you get the most out of the workshop. It is important that you : 1. read the background reading section of this booklet.	Hal yang harus diperhatikan Prework ini dibuat untuk membantu anda mendapatkan beberapa referensi penting diluar seminar. Beberapa hal yang harus diperhatikan diantaranya : 1. baca bagian wacana latar belakang dari buklet ini.
2. complete the Prework exercise, which you will use to help you select a job-related development situation to work on during the workshop.	2. Lengkapi latihannya, yang tentunya akan membantua anda untuk memilih bidang bersangkutan yang akan dikempangkan selama workshop.
Time Completing this Prework booklet should take approximately one hour.	Waktu Kelengkapan buklet prework ini bisa diselesaikan dalam waktu 1 jam

First time the author translated the developing organizational talent as "*mengembangkan bakat berorganisasi*". That translation has incorrect meaning. However, after edited by Mr. Djaelany, the meaning of that phrase is *"mengembangkan bakat organisasional"*.

When preparing the presentation, the author directed by Mrs. Witarsih as The Consultant Manager of General Affair, revise the presentation material. In the material, there are still a lot of the long relative clauses which will be balled up the audience of the presentation. To make it informed effectively, as Mrs. Witarsih advice, the author should be transformed those relative clause into the noun phrase. To make it more specific, the author makes the detail below:

The data before editing	**The data after editing**
Background Reading • Purpose to illustrate the background concept **by the column that is the fiction story**	Background Reading • Purpose to illustrate the background concept **by the fiction story column**

From the data above that is one of the slides of the author presentation, the author, as Mrs. Witarsih direction, should transform the relative clause *"the column that is the fiction story"* into the noun phrase *"the fiction story column"*. This transform was needed in order to make the information of that context effectively

accomplished as Mrs.Witarsih explanation. In addition, there is a data that also has the same classification below:

The data before editing	**The data after editing**
Content developing talent **by a couch who is single-minded** to their player regularly (step by step)	Content developing talent by **a single-minded couch** to their player regularly (step by step)
developing talent by **a father who is facing-minded**	developing talent by **a facing-minded father**
developing talent by a manager to **his employee who is whiling.**	developing talent by a manager to **his whiling**
an writing style which is still unusual	**an still unusual writing style**
writing that is too wordy	**too wordy writing**
writing at a level that is inappropriate	**writing at an inappropriate level**

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3.3 Transfornational relative clause into noun phrase in material presentation“Developing Organizational Talent” in PT INTI

3.3.1 Explanation

The booklet is a booklet translated by the author from overseas company that has been establish. It is present still in English and will be used as reference material for a series seminar to be held by some manages to their subordinate in order to their subordinate to develop their talent in order to improve the quality of their performance. By the customized presentation for the workshop, the booklet is used some effective language for the study to be easily understood.

However, the author, by some the obtained data, found some linguistic phenomena that can be examined. From this data, the author found some Syntax that some of the phenomena associated with relative clause which can be chance into a noun phrase. Some of relative clause can be the noun phrase in order to make effective understanding. Furthermore, to prove this syntax cases, the author make the detail explanation below:

3.3.2 Problem and Solution

According to the theory from “A Practical English Grammar” A.J Thomson and A.V martinet, the noun phrase can be formulated by head as noun and some modifiers divided into determinative & adjective as pre modifiers and preposition phrase & the relative clause as post modifier.

The relative clause, to make the different form which has the same meaning, can be transform to be the noun phrase. However, not all the relative clause can be transformed to be noun phrase. The related ones is only the relative clause which use the “who” connector that followed by auxiliary and the adjective which also followed by other phrase after.

In the source data, the author found some relative clauses which formulated by the “who” connector that followed by the auxiliary and adjective can be transform as the noun phrase. This transformation is purpose not only as the different form of Syntax but also to make the information of the clauses itself more effective to interpret and easily understood.

To make it detail, the author describe the data below:

1. The relative clause *“the column that is the fiction story”* transforms into the noun phrase *“the fiction story column”*

   “the column that is the fiction story” is the relative clause added the connector “who” and followed the auxiliary followed by the adjective. As the

rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *"the fiction story column"*. The "fiction story" is the noun phrase. According to the rule, noun also is the modifier of noun that can be preceded the noun or we can call it the pre modifier. In addition, the noun phrase as complement in relative clause is the information added of the subject, so that, the noun phrase "fiction story" can move to preceded the head. Therefore, the "fiction story" which is the complement of The relative clause *"the column that is the fiction story"* transforms into the noun phrase *"the fiction story column"* as pre modifier classed adjective followed by noun.

2. The relative clause *"a couch who is single-minded"* transforms into the noun phrase *"a single-minded couch"*

   the couch who is single-minded is the relative clause added the connector "who" and followed the auxiliary followed by the adjective. As the rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *the single-minded couch.* The "Single-minded" is a bound of adjective. According to the rule, adjective is the modifier of noun that can be preceded the noun or we can call it the pre modifier. In addition, the adjective as complement in relative clause is the information added of the subject, so that, the adjective

"single-minded" can move to preceded the head . Therefore, the "single-minded" which is the complement of the clause *the couch who is single minded* transforms into the noun phrase *the single-minded couch* as pre modifier classed adjective.

3. The relative clause *"a father who is facing-minded"* transforms into the noun phrase *"a facing-minded father"*

a father who is facing-minded is the relative clause added the connector "who" and followed the auxiliary followed by the adjective. As the rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *a facing-minded father*. The "facing-minded" is a bound of adjective. According to the rule, adjective is the modifier of noun that can be preceded the noun or we can call it the pre modifier. In addition, the adjective as complement in relative clause is the information added of the subject, so that, the adjective "single-minded" can move to preceded the head . Therefore, the "single-minded" which is the complement of the clause *a father who is facing-minded* transforms into the noun phrase *a facing-minded father* as pre modifier classed adjective.

4. The relative clause *"his employee who is whiling"* transforms into the noun phrase *"his whiling employee"*

"his employee who is whiling" is the relative clause added the connector "who" and followed the auxiliary which is followed by the adjective. As the rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *"his whiling employee"*. The "whiling" is an adjective. According to the rule, adjective is the modifier of noun that can be preceded the noun or we can call it the pre modifier in the noun phrase. In addition, an adjective as complement in relative clause is the information added of the subject, so that, an adjective "whiling" can move to preceded the head. Therefore, the "whiling" which is the complement of The relative clause *"his employee who is whiling"* transforms into the noun phrase *"his whiling employee"* as pre modifier classed adjective.

5. The relative clause *"a writing style which is unusual"* transforms into the noun phrase *"his whiling employee"*

   "a writing style which is unusual" is the relative clause added the connector "which" and followed the auxiliary which is followed by the adjective. As the rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *"an unusual writing style"*. The "unusual" is an adjective. According to the rule, adjective is the modifier of noun that can be preceded

the noun or we can call it the pre modifier in the noun phrase. In addition, an adjective as complement in relative clause is the information added of the subject. so that, an adjective “unusual” can move to preceded the head. Therefore, the “unusual” which is the complement of the relative clause *“a writing style which is unusual”* transforms into the noun phrase *“an unusual writing style”* as pre modifier classed adjective.

6. The relative clause *“writing at a level that is inappropriate”* transforms into the noun phrase *“writing at an inappropriate level”*

   “writing at a level that is inappropriate” is the relative clause added the connector “which” and followed the auxiliary which is followed by the adjective. As the rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *“writing at an inappropriate level”*. The “inappropriate” is an adjective. According to the rule, adjective is the modifier of noun that can be preceded the noun or we can call it the pre modifier in the noun phrase. In addition, an adjective as complement in relative clause is the information added of the subject. so that, an adjective “inappropriate” can move to preceded the head. Therefore, the “inappropriate” which is the complement of the relative clause *“writing at a level that is inappropriate”* transforms

into the noun phrase *"writing at an inappropriate level"* as pre modifier classed adjective.

7. The relative clause *"writing that is too wordy"* transforms into the noun phrase *"too wordy writing"*

"writing that is too wordy" is the relative clause added the connector "that" and followed the auxiliary which is followed by the adjective phrase "too wordy". As the rule of noun phrase, to make the different form with the same meaning and indication, the clause can be transform into the noun phrase as *"too wordy writing"*. The "too wordy" is an adjective phrase that includes the adverb "too" and the adjective "wordy". According to the rule, adjective phrase is the modifier of noun that can be preceded the noun or we can call it the pre modifier in the noun phrase. In addition, an adjective phrase as complement in relative clause is the information added of the subject. so that, an adjective "too wordy" can move to preceded the head. Therefore, the "too wordy" which is the complement of the relative clause *"writing that is too wordy"* transforms into the noun phrase *"too wordy writing"* as pre modifier classed adjective phrase.