CHAPTER I

INTRODUCTION

1.1. Background

In every case, strategies are important. By using strategies, our goal not only can be resolved easily and quickly but also can be arranged. Same as in making a book review, strategies are also necessary. Those strategies will be beneficial for the reviewer i.e. (1) the reviewer can complete their review easily because their goal have been arranged before, (2) the reviewer also only take a short time to complete their review.

In conducting the job training, the present writer conducts her job training in Balai Bahasa Bandung as a reviewer. In reviewing a book the present writer used reading and writing strategies. It is not easy being reviewer. The present writer faces some issues during reviewing.

According to that case, the present writer entitled this job training report "The Strategies in Reviewing Book entitled "*Manusia dan Bahasa*" in Balai Bahasa Bandung". This report aims to give an explanation about the strategies and issues that will help the readers when review a book.

1.2. Scope

1. What are the strategies in reviewing book in Balai Bahasa Bandung?
2. What issues arise in reviewing book in Balai Bahasa Bandung?

1.3. Objectives

1. To describe the strategies that the writer used in reviewing book in Balai Bahasa Bandung; and
2. To identify the issues that arise during reviewing book in Balai Bahasa Bandung.

1.4. Significant to Knowledge

The present writer expects that this report will give significant benefit in the form of information and experiences, especially for English Department students who manage themselves to increase their knowledge in facing some issues in reviewing book.

1.5. The Framework of The Theory

Reviewing a book is a form of journalistic writing. The word of 'review' comes from Latin, *revidere* or *recensere*, it means observe, weight or evaluate. Typically, book reviews are brief. In newspapers and academic journals, they rarely exceed 1000 words.

There are two obvious purposes of reviewing book: (1) to give an opinion about the book, and (2) to give others help on deciding whether the book has a good quality or not.

There are two strategies that the present writer uses in reviewing a book: reading and writing strategies. In reading strategy, the present writer uses skimming skill to read the book. Wiener Bazerman (1977) mentioned that *Rapid reading for fact is called skimming*. In writing strategy, based on the present writer's experiences, the present writer compile the data of the book and then conclude it by using an appropriate words.

1.6. Research Method

The present writer uses the analytic descriptive method in this report. According to Whitney (1960), "*Analytic descriptive method is fact-finding with the proper interpretation. In that method, the present writer could compare the data and the case. Determining and analyzing are also used in this method".*

The data taken from *Manusia dan Bahasa by Sides Suryanto DS* in Balai Bahasa Bandung where the writer conduct job training.

1.7. Place and Time

The present writer conducted the job training in Balai Bahasa Bandung located at Jl. Sumbawa No.11, Bandung. The writer worked in the office for about a month, started on 9 July until 9 August 2012. The present writer started working from 8 am to 3 pm from Monday to Friday.