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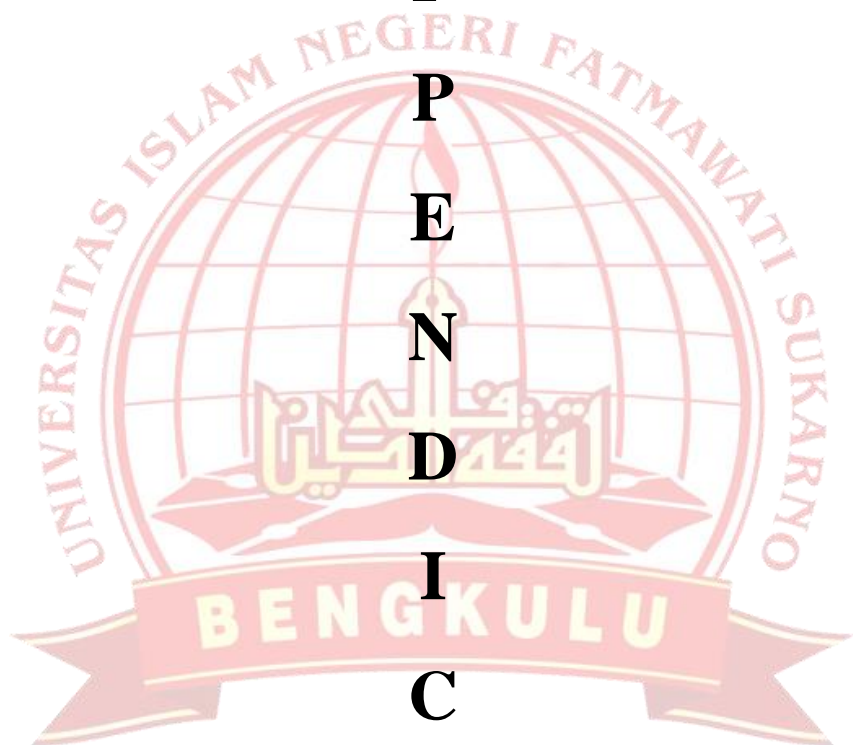
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Telepon: (0736) 51276-51171-53879 Faksimili: (0736) 51171-51172
website: www.uinfasbengkulu.ac.id

SURAT PENUNJUKAN

Nomor : 2763 /Un.23/F.II/PP.009/06/2023

Dalam rangka penyelesaian akhir studi mahasiswa, maka Dekan Fakultas Tarbiyah dan Tadris Universitas Islam Negeri Fatmawati Sukarno (UINFAS) Bengkulu dengan ini menunjuk dosen :

- | | |
|---------|------------------------------|
| 1. Nama | : Dr. H. Ali Akbarjono, M.Pd |
| N I P | : 197509252001121004 |
| Tugas | : Pembimbing I |
| 2. Nama | : Hanura Febriani, M.Pd |
| NIP | : 199002142020122004 |
| Tugas | : Pembimbing II |

Bertugas untuk membimbing, menuntun, mengarahkan dan mempersiapkan hal-hal yang berkaitan dengan penyusunan draft skripsi, kegiatan penelitian sampai persiapan ujian munaqasah bagi mahasiswa yang namanya tertera dibawah ini :

- | | |
|----------------|---|
| Nama Mahasiswa | : Toto Iskandar |
| N I M | : 1911230066 |
| Judul Skripsi | : Teaching strategies using videos and songs to improve the listening ability of class X students in English subject at MA PANCASILA, Bengkulu city |
| Program Studi | : Tadris Bahasa Inggris |

Demikian surat penunjukan ini dibuat untuk diketahui dan dilaksanakan sebagaimana mestinya.

Ditetapkan di : Bengkulu
Pada Tanggal : 26 Juni 2023
Plt. Dekan,



Tembusan :

1. Wakil Rektor 1
2. Dosen yang bersangkutan
3. Mahasiswa yang bersangkutan
4. Arsip



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Nomor : 2216 / Un.23/F.II/TL.00/07/2024
Lampiran : 1 (satu) Exp Proposal
Perihal : **Mohon izin penelitian**

19 Juli 2024

Kepada Yth,
Kepala MA Pancasila Kota Bengkulu
Di –
Bengkulu

Dengan Hormat,

Untuk keperluan skripsi mahasiswa, bersama ini kami mohon bantuan Bapak/ibu untuk mengizinkan nama di bawah ini untuk melakukan penelitian guna melengkapi data penulisan skripsi yang berjudul ***“THE EFFECTIVENESS OF DICTATION STRATEGIES IN TOWARD STUDENTS LISTENING ABILITY CLASS X IN ENGLISH LESSON AT MA PANCASILA BENGKULU CITY”***

Nama : Toto Iskandar
NIM : 1911230066
Prodi : Tadris Bahasa Inggris (TBI)
Tempat Penelitian : MA Pancasila Bengkulu
Waktu Penelitian : 24 Juli s/d 24 Agustus 2024

Demikian permohonan ini kami sampaikan, atas bantuan dan kerjasamanya diucapkan terima kasih.

Dekan,

Mus Mulyadi



YAYASAN SEMARAK BENGKULU
المعهد الإسلامي بتنتشاسيلا
MADRASAH ALIYAH (MA) PESANTREN PANCASILA
STATUS : TERAKREDITASI . B
Nomor SK : 1857/BAN-SM/SK/2022
Alamat: Jalan Rinjani Kel. Jembatan Kecil Kota Bengkulu Telp. (0736) 20262
Email: mapancasila112016@gmail.com

NSM: 13217710001

NPSN : 60728022

Nomor: 207 / MA.Ps / C / VIII / 2024
Lamp : --
Prihal : Surat Keterangan Selesai Penelitian

Yang bertanda tangan di bawah ini:


Nama : WAHYUDDIN, S.Pd.I
NPY : 041510021
Jabatan : Kepala Madrasah Aliyah Pancasila Bengkulu
Alamat : Jln. Rinjani Kel. Jembatan Kecil Kec. Singaran Pati Kota Bengkulu

Menerangkan bahwa:

1. Nama : Toto Iskandar
2. NIM : 1911230066
3. Prodi : S1 Tadris Bahasa Inggris (TBI)
4. Tempat Penelitian : MA Pancasila Bengkulu
5. Waktu Penelitian : 24 Juli s/d 24 Agustus 2024

Benar-benar telah selesai melaksanakan penelitian di **MA Pancasila** terhitung dari tanggal 24 Juli s/d 24 Agustus 2024

dengan judul "*The Effectiveness Of Dictation Strategies In Toward Students Listening Ability Class X In English Lesson At MA Pancasila Bengkulu City*". Demikian surat keterangan ini dibuat untuk dapat digunakan sebagaimana mestinya.

Bengkulu, 24 Agustus 2024
Kepala Madrasah Aliyah

WAHYUDDIN, S.Pd.I



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Telp. (0736) 51276-51171-51172-53879. Fax. (0736) 51171-51172
Website: www.iainbengkulu.ac.id**

Nama Mahasiswa : Toto Iskandar
NIM : 1911230066
Jurusan : Bahasa
Program Studi : Tadris Bahasa Inggris

Pembimbing II : Hanura Febriani, M.Pd
Judul Skripsi : The effectiveness of dictation strategies in improving students listening ability class x in english lesson at ma pancasilah bengkulu city

No	Hari/Tanggal	Materi Bimbingan	Saran Pembimbing II	Paraf Pembimbing
1.	Senin / 19 Juni 2024	BAB I	Revised formula of research Rette research objective & research question.	
2.	Jumat / 27/06/24	BAB I	Check the coherence and cohesion of the text.	
3.	Senin / 29/06/24	BAB II	Revised technique sampling.	

Bengkulu,

Mengetahui,
Dekan

Pembimbing II

Dr. Mus Mulyadi, M.Pd
NIP. 197005142000031004

Hanura Febriani, M.Pd
NIP. 199002142020122004



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(UIN FAS) BENGKULU**

Jalan Raden Fatah Pagar Dewa Kota Bengkulu 38211
Telp. (0736) 51276-51171-51172-53879. Fax. (0736) 51171-51172
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NIM : 1911230066
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Program Studi : Tadris Bahasa Inggris

Pembimbing II : Hanura Febriani, M.Pd
Judul Skripsi : The effectiveness of dictation strategies improving students listening ability class x in english lesson at ma pancasilah bengkulu city

No	Hari/Tanggal	Materi Bimbingan	Saran Pembimbing II	Paraf Pembimbing
4.	Jumat 28/06/24	BAB I	Insert the observation result Support your statement with the data from journal & book	
5.	Ramis 06/06/24	BAB I	find strengt reason why you propose dictation strategy	
6.	Senin 06/06/24	BAB I	elaborate why you choose listening while students learn English generally Revised identification of the problem Bengkulu,	

Mengetahui,
Dekan

Pembimbing II



Dr. Mus Mulyadi, M.Pd
NIP. 197005142000031004

Hanura Febriani, M.Pd
NIP. 199002142020122004



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<p>Nama Mahasiswa : Toto Iskandar</p> <p>NIM : 1911230066</p> <p>Jurusan : Bahasa</p> <p>Program Studi : Tadris Bahasa Inggris</p>	<p>Pembimbing II : Hanura Febriani, M.Pd</p> <p>Judul Skripsi : The effectiveness of dictation strategies in improving students listening ability class x in english lesson at ma pancasilah bengkulu city</p>
--	--

No	Hari/Tanggal	Materi Bimbingan	Saran Pembimbing II	Paraf Pembimbing
7.	Jumat 22/06/24	BAB 2	find gap & novelty of your research.	
8.	Selasa 27/06/24	BAB 3	add the use of dictation strategy - completed with 2 accredited journal	

Bengkulu,

Mengetahui,
Dekan

Pembimbing II

Dr. Mus Mulyadi, M.Pd
NIP. 197005142000031004

Hanura Febriani, M.Pd
NIP. 199002142020122004



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Pembimbing II : Hanura Febriani, M.Pd
 Judul Skripsi : The effectiveness of dictation strategies in improving students listening ability class x in english lesson at ma pancasilah bengkulu city

No	Hari/Tanggal	Materi Bimbingan	Saran Pembimbing II	Paraf Pembimbing
9.		BAB III	check method.	
			Acc to first advisor	
10.	9/09 2024	BAB IV	explain method used int glence & the theory used	
			find out suitable sampling technique. add hypothesis	

Bengkulu,

Mengetahui,
 Dekan

Pembimbing II

Dr. Mus Mulyadi, M.Pd
 NIP. 197005142000031004

Hanura Febriani, M.Pd
 NIP. 199002142020122004

SURAT PERNYATAAN

Nama : Toto Iskandar
NIM : 1911230066
Program : Tadris Bahasa Inggris
Judul : The Effectiveness Of Dictation Strategies Toward Students
Listening Ability Class
X In English Lesson At Ma Pancasila Bengkulu City

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Bengkulu, Januari 2025

Mengetahui,
Ketua Tim Verifikasi

Yang Menyatakan,



M. Hidayatullahman, M.Pd.I
NIP. 19780520200710100239

Toto Iskandar
NIM. 1911230066

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No.	Day/Date	Place	Activity
1.	Rabu, 24 Juli 2024	Teachers Office	A. Confirm with the school B. Interview with English teacher
2.	Jum'at, 26 Juli 2024	10 th classroom	1. Meet the 10 th grade students of MA Pancasilah Bengkulu City 2. Pre-Test with the Theme "At Zoo" 3. Study as usual
3.	Senin, 29 Juli 2024	10 th classroom	1. Meeting 1, Implementing dictation strategies to students with the Theme "At the Hotel"
4.	Jum'at, 2 Agustus 2024	10 th classroom	3. Meeting 2, Implementing dictation strategies to students with the Theme
5.	Senin, 5 Agustus 2024	10 th classroom	A. Meeting 3, Implementing dictation strategies to students with the Theme "At the Airport"
6.	Jum'at, 9 Agustus 2024	10 th classroom	A. Meeting 4, Implementing dictation strategies to students with the Theme

			“The Library”
7.	Senin, 12 Agustus 2024	10 th classroom	11. Meeting 5, Implementing dictation strategies to students with the Theme “The topic of Shopping in Supermarkets”
8.	Senin, 19 Agustus 2024	10 th classroom	4. Meeting 6, Implementing dictation strategies to students with the Theme “In the Workplace”
9.	Jum’at 23 Agustus 2024	10 th classroom	1. Meeting 7, Implementing dictation strategies to students with the theme “Asking and Giving Direction”
12.	Senin, 26 Agustus 2024	10 th classroom	1. Post-Test with the Theme “At the Restaurant”
		Teacher Office	1. Request school data 2. Confirmation of research completion

MATERI

A. Pre test

1. At Zoo

Dad	So, here we are. What do you both think?
Anna(1)
Dad	I can already see some amazing animals!
Anna	Me too! I can see a big lion!
Guide(2)
Dad	Nice to meet you. We're excited to be here.
Guide	Come on, let me show you some animals. To your right are ostriches.
Anna(3)
Guide	This one is 2.7m tall! They are one of the world's largest birds.
Dad	Incredible!
Anna	What do they eat?
Guide	They typically eat plants and seeds. But they also love insects, lizards and other small creatures.
Anna(4)

Guide	Let's take a look at the elephants
Dad	Elephants are clever animals!
Guide	You're right. They can actually learn and feel emotions.
Anna	So, if a baby elephant was hurt, would its family help him?
Guaid	Yes, exactly! Take at look at those gorgeous giraffes.
Anna	Wow, their necks are so long!
Guaid	Haha, but did you know their necks are actually too short to reach the ground?
Dad	That's insane!
Anna(5)
Guaid	They actually only need to drink every few days.
Anna	No way! I have to drink something everyday.
Guaid	Haha, that's because giraffes are not like humans.
Anna(6)
Guaid	Did you know they spend 3-4 hours eating?
Dad	That's a long time!
Anna	They're so cute and cuddly! Can I touch it?
Guaid	They're also very shy animals
Guaid	It's not safe to touch them.
Dad	Can you tell us an interesting fact about pandas?

Guaid	<p>.....</p> <p>.....(7)</p> <p>Another interesting thing is that newborn pandas are pink!</p>
Anna	Oh my god, that's so cute!
Guaid	<p>.....</p> <p>.....(8)</p>
Anna	Why are lions known as "king of the jungle"?
Guaid	<p>Good quuestion! That's because they are very strong and powerful.</p> <p>They are not afraid of most animals.</p>
Dad	What animals are lions afraid of?
Guaid	Generally large mammals such as hippos and elephants.
Anna	That lion is staring at me! I'm scared!
Guaid	<p>Don't worry. It won't harm you.</p> <p>We've come to the end of the tour.</p> <p>Do you have any other questions?</p>
Dad	<p>.....</p> <p>.....(9)</p>
Guaid	<p>That's the spotted hyena.</p> <p>They're very dangerous animals.</p> <p>They've been known to attack humans.</p>
Anna	That's frightening. We better get out of here then!
Dad

(10) We've really enjoyed our time here.
Guaid	My pleasure. I hope to see you all again.



MATERI

C. Post Test

1. At the Restoran

Waitress	Welcome to sunset restaurant. What can I help you?
Jhon (1)
Waitress	We have one last table for two. Please follow me.
	Would you like a drink before the main course?
Jhone	What do you want for a drink?
Linda	I'd like a cup of milkshske.
Jhone (2)
Waitress	One milkshake and white wine. Okay. wait a minute, please.
	This is our menu today. Are you ready to order?
Jhon	Lady first
Linda	I'd like a spaghetti bolognese and a ceasar salad.
Waitress	Okay, I see. How about you, sir?
Jhon (3)
Waitress	Pumpkin soup. Okay. Is there anything else?
Jhon	No, thanks.

Waitress	<p>Okey.</p> <ul style="list-style-type: none"> - 1 Spaghetti bolognese - 1 Ceasar salad - 1 australian rib eye beef with black papper - 1 pumkin soup <p>Please wait a minute. We'll prepare for it right now.</p>
Linda	Thank you.
Waitress	<p>This is spaghetti and salad for the lady.</p> <p>And this is australian beef and pumpkin soup for you, sir.</p> <p>Hope you enjoy the meal.</p>
Jhon	Okay, thanks.
	<p>.....</p> <p>... (4)</p>
Waitress	For dessert, today we have apple pie, cream pie, tart and ice cream. What do you want to order?
Linda	<p>.....</p> <p>... (5)</p>
Waitress	What flavor do you want?
Linda	Hmm, strawberry, please.
Waitress	Sure, how about you?
Jhon	The same as her, please.
Waitress	Okay, please wait a minute.
	Here you are.

Jhon	Thank you
Waitress	Is there anything, I can help you with?
Jhone	No, thank.
Jhone (6) Is it good?
Linda	My dish and also the drink is so delicious. This is the most scrumptious spaghetti ever.
Jhone	It's good that you like it. Now, do you wanna watch a movie in the theater? I knew one that has lots of good reviews.
Linda (7)
Jhon	It's a science fiction one.
Linda	That sounds great. Let's go!
Jhon	I need to foot the bill first.
	Excuse me. (8)
Waitress	Yes, sir. Please wait a minute, I'll give you the bill. Here is your bill.
Jhone	You can keep the change.
Waitress

	(9)
Jhone	I'll go to buy the tickets, popcorns and drinks.
Linda	I'm a little bit full now. I just need a drink.
Jhone	Me too. What do you want? They just have soda here.
Linda	Okay
Jhone	Okay, wait for me. I'll be right back.
Staff	How can I help you?
Jhone	I'd like to buy 2 tickets for the film "Universe" please.
Staff (10)
Jhone	Two cups pf coke, please.
Staff	It's 60 dollars in total. Please choose two vacant seats that you like in the screen. The film will be on in 5 minutes on the room number 5.
Jhone	Okay, thank you.
	Here are your ticket and drink. The film will be on soon. Let's go!
Linda	Okay, thanks.

Materi

B. Treatamen

1. at the hotel

Front Desk	Good morning. This is the shining hotel in london. How may I help you?
Visitor	Hi, this is the shining hotel in london, right?
Front Desk	Yes. We are, sir. How may I help you?
Visitor	I would like to have a reservation from the next weekend.
Front Desk	Sure. I will connect you to the sale team. Please wait for a second.
Front Desk	Good morning. This is shining hotel, how may I help you?
Visitor	Hi, I would like to have a reservation for the next weekend.
Front Desk	Please give me your detailed staying time, sir
Visitor	From Friday to Saturday
Front Desk	So it will be from 13 th to 15 th of this may, right?
Visitor	Yes
Front Desk	How many rooms do you want to book,

	sir?
Visitor	Only one, my girlfriend and i
Front Desk	<p>So it's gonna be a room with one bedroom.</p> <p>What type of room do you want to book, sir?</p> <p>We do have a standard room or suit for a couple.</p>
Visitor	<p>Sorry, I'm french and my english is not really good.</p> <p>Can you say again, and slower?</p>
Front Desk	<p>Sure, sir.</p> <p>I mean what type of room would you like to stay in our hotel?</p> <p>Our rooms have a lot of types.</p>
Visitor	<p>Ah, the room I will stay. Room for couple</p> <p>About 600 dolar</p>
Front Desk	<p>So I think the deluxe room will be suitable from you, sir.</p> <p>It's \$550 per night.</p>
Visitor	That good. Does this room include breakfast?
Front Desk	<p>Yes</p> <p>It's a full continental buffet every morning. Free airport shuttle service.</p>

	And use of the hotel's facilities like pool. And gym center, are all included
Visitor	Ok, so it includes the buffet in the morning.
Front Desk	Yes
Visitor	And you say you have free bus to the airport, right?
Front Desk	Yes, sir. Free airport shuttle for the 2 ways. After reservation, you can give us your full name, flight number, and your arrival time and we will take you at the airport.
Visitor	Wow, that's great. Oke, i will take that room. What time for check-in and check-out?
Front Desk	Well, check-in for you on Friday can be any time after 2 PM. And check-out will be on Sunday before 12 PM
Visitor	We will arrive at around 10 AM. And I remember, umm. It takes about 30 minutes from The airport to your hotel, right?
Front Desk	That's right, sir? So you will be at the hotel at 11 am. We can have you an early check-in, sir

Visitor	Early check-in, that's great! Thank you.
Front Desk	You are welcome, sir. I will make your reservation now. Please give me your full name, sir
Visitor	Ben Abraham
Front Desk	Can you spell it?
Visitor	B-E-N and A-B-R-A-H-A-M
Front Desk	And is this your phone number?
Visitor	Yes, this is my phone number
Front Desk	Great. Now I'll need your credit card information to reserve the room for you
Visitor	My credit card? Is Visa ok?
Front Desk	Yes, sir. It's 956241520
Front Desk	What is the name of the cardholder? I mean, who does this visa card belong to?
Visitor	It's me
Front Desk	And your email, please
Visitor	Benben11@gmail.com
Front Desk	Is your flight from France to London?
Visitor	That's right.

Front Desk	Noted, we will send you a reservation through email with the deetaild information.
Visitor	Thanks.
Front Desk	I am glad that I could help you today. Is there anything else that you need at this point? I mean, do you need any other information?
Visitor	That enough, thank you. You very great.
Front Desk	It's my pleasure Wel'll see you in the middle of this may, mr.ben. Have a nice day
Front Desk	Good morning, welcome to the shining hotel. How may i help you?
Visitor	Yeah. I have booked a room. I'm ben abraham.
Front Desk	So. You have a reservation for a room under the name of ben abraham, right?
Visitor	Yes
Front Desk	Let me check on it. Mr. Ben, we already have your credit card

	<p>information on file.</p> <p>So. If you'll just sign the receipt along the bottom for staying 3 days in a deluxe room, please</p>
Visitor	It includes a buffet morning and bus to the airport, right?
Front Desk	<p>That's right, sir. And the price is also not included a mini-bar</p> <p>In your room, as well as the room service.</p> <p>You will find a</p> <p>Menu in your room with a price of each additional service</p>
Visitor	Ok, here.
Front Desk	<p>Thank you, sir. Here is your key, your room is 413. To get to your room.</p> <p>Take the elevator on the left up to the fourth floor. Then turn right once you exit the elevator. Then turn right once you exit the elevator and your room will be on the right-</p> <p>hand side. A bellboy will bring your bags up shortly.</p>
Visitor	Sorry, can you say it again.
Front Desk	<p>Yes, sir.</p> <p>I mean you can take the elevator right</p>

	over there. Can you see it?
Visitor	I see
Front Desk	And then, you can go the fourth floor. Turn right when you get out of the elevator.
Visitor	Ok
Front Desk	After turning right, you will find your room on the right-hand side.
Visitor	Oh, ok, I got it
Front Desk	And about your bags, our bellboy will bring them up to you right after.
Visitor	: Ok, thank you By the way, my girlfriend and I came to the city for the first time. Can you tell us some place to visit?
Front Desk	Of course, sir. We also have a booklet for guests to visit the city. And this is the first time you're being here. I recommend you to go to the Buckingham Palace Garden. It's one of our famous places, really suitable for a couple, like your girlfriend. Usually, this garden has a fee to visit, but not this year. It's opened for free.
Visitor	Oh great, thanks

Front Desk	<p>And you can visit the tower of london.</p> <p>It's one of the world's most famous building, with more than 900 years old.</p> <p>This is a place full of ancient beauty and historical</p> <p>Significance</p>
Visitor	So, it is famous to visit, right?
Front Desk	<p>Absolutely.</p> <p>Well, all of the famous place in the city, included in this booklet. Include the distance from the hotel to there, as you can see right here.</p> <p>For visiting, you can ask us to call a cab and if you want to walk, you can ask us for the direction.</p>
Visitor	Thank you. I also want to visit the sherlock holmes house. I am a fan.
Front Desk	<p>Oh, yes, it's one of our famous places too, only 10 minutes walking from here, really close to our hotel and easy to go there.</p>
Visitor	Great, maybe I will ask you later?
Front Desk	Yes, of course, madam
Visitor	Ok, thanks for your advice. See you later
Front Desk	You are welcome. Have a great trip in the city!

MATERI

3. at the airport

Dad	Hello! We would like to check in.
Staff	Hello! Can i see your tickets and passports, please?
Dad	Yes, of course, here they are!
Staff	How many bags are you checking in?
Dad	Two bags
Staff	Can you put them to this, please?
Dad	Yes, sure
Staff	How many carry-on bags are you talking with you?
Mom	Two bags
Sarah	Does that mean I can take my bag on the plane with me?
Mom	Yes, sarah.
Staff	Ok, here are your passports.
Mom	Thank you
Staff	You will be boarding at gate B2 at 12:10
Mom	Ok, thank you very much
Sarah	So, where are we going now, dad?
Dad	We are going through security now.

Staff	Hello. Put your bags on here, please. Empty your pockets and put the contents in the tray.
Sarah	What is this machine, dad?
Dad	This is the X-Ray machine that looks inside things. Now we have to step through this scanner. I will go first
Sarah	Now it's my turn
Dad	Here is your bag
Mom	Now we need to go to our gate. Let's take the escalator.
Dad	We are going to wait here for the boarding announcement.
Sarah	Why are passing through this tunnel, dad?
Dad	This is the boarding bridge. It takes us directly to the plane
Staff	Welcome aboard! Hope you enjoy your flight with us today. Here are your sets. You can put your bags into the overhead compartment.

Mr. Scott sitting in the aisle seat, Miss. Scott is sitting in the window seat and sarah is sitting in the middle.

Sarah	mom, can I sit by the window?
Mom	Of cours you can. Let's switch seats.
Staff	please fasten your seat belt, because the plane is going to take off soon.
Sarah	look! We are flying! This is so amazing!
Mom	now it's safe to unfasten the seat belts.
Staff	what would you like for your in-flight meal? We have chicken and rice or pasta.
Dad	We would like chicken and rice, please.
Staff	would you like anything to drink with that?
Sarah	yes, I will have a glass of lemonade, please.
Dad	and two glasses of water for us, please.

This is your captain Speaking. We are about to land, so please fasten your seat belts.

Sarah	Are we going to the hotel now?
Mom	first we need to go to the baggage claim, to get our bags.

MATERI

4. the topic of shopping in supermarkets,

Lady	<p>Finally I've arrived to the supermarket. I need to buy a lot of things for the whole week.</p> <p>I just hope to find a place to park near here, oh, there it is. Perfect!</p> <p>Alright. What do I need to buy now? I have a long list of things to buy. Mmm.....</p> <p>Oh, never mind. I will just go inside and then I'll check what I need to get for the week.</p>
	<p>Ok, here we are. Let's see.... Papel towels, rice, chicken, soap.</p> <p>Wow, this list is huge!</p> <p>I'll never finish with it. Anyway, I need to organize it.</p> <p>First, let's go for some vegetables here and then I'll go for dairy products and frozen food.</p> <p>Okay. Well, first I need a supermarket trolley. I can't carry this all by myself.</p>
	<p>House hold items, canned food, some meat, what else?</p> <p>Well, let's better start now.</p> <p>Ok, should I buy any onions? I think I saw</p>

	some at home. I'll buy then anyway.
	<p>What else do we need? Some tomatoes to market a salad or red sauce for the pasta. I love it.</p> <p>Cabbage or lettuce? I like lettuce and my children like to eat cabbage. Mmm..... I think I'll take lettuce this time. I heard cabbage is not good to have a good digestion.</p>
	<p>Although, larry loves cabbage. I'll take them both. Some cabbage and some lettuce too.</p> <p>Now, about peppers. I need some red peppers and some green ones for the hot sauce. I'll prepare a delicious hot sauce tomorrow for my husband's birthday. It will be great.</p>
	<p>Alright, to finish with this section, I need one kilo of potatoes and also some mushrooms.</p> <p>But, I'd better get the frozen mushrooms because I won't cook them today. So, I'll pick them at the frozen food section. But what kind of potatoes should I choose?</p> <p>My nieghbour, anita, says the best potatoes are the peruvian ones. I wonder if that's true.</p>
	I'm going to ask the person in charge of the vegetables and fruits section. Excuse me.
Jhonny Staff	Yes, lady. My name is jhonny and I'm here

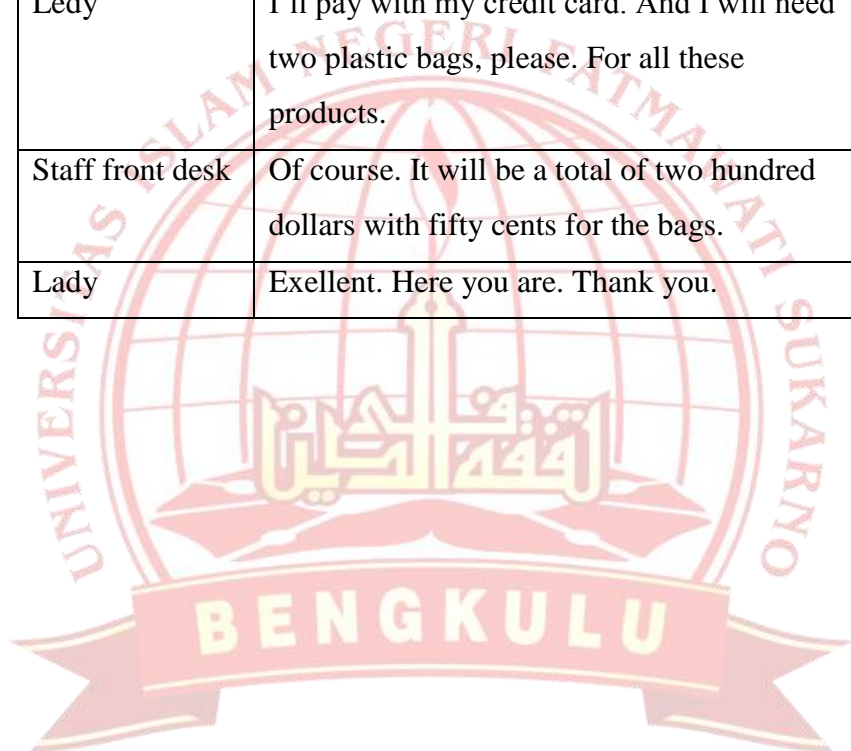
	to help you. Do you need something?
lady	Oh, good morning, jhonny. Yesh, I need some help choosing the righ potatoes here.
Jhonny staff	Of course, ma'am. What do you need the potatoes for? Any special day or celebration?
lady	Well, I have a party tomorrow and I want to make some mashed potatoes for dinner.
Jhonny staff	Oh, that's great. Then, you will probably want the white and yellow potatoes.
lady	Yesh, I was thinking about that, but I heard the peruvian potatoes are the best ones.
Jhonny staff	They are also delicious. If you want to try something different, then that's the right choice.
lady	Ok, I'll have a kilo of them, please. Can you put them in a bag for me and then in my trolley?
Jhonny staff	Sure. I'll do it right away. And if you need any help, I will be around, so you just ask for my help.
lady	Perfect. Thank you very much, jhonny. You have been very helpful.
	Okay, now I need some fruits and I'm done with this section. What fruits should I take?

	<p>Alright, some bananas, papaya, grapes, oranges, apples, pinapples, peaches and that's it. Great! Now, I need to go to the frozen food section.</p>
	<p>Oh, what are these fabrics doing here? They are so beautiful. And very soft. I can make amazing dresses and pants with these babies. What color should I take.</p> <p>Ok, the pink one is so beautiful, also I will take a yellow one and an orange one. That's it. But I don't have much space in my trolley. I will be back later to take them. That's better.</p>
	<p>Alright, what do I need from here? Probably some frozen peas and vanilla bean. Also, frozen green beans, sausages, frozen carrots, some french fries read to fry in the pan. What about some pizza? I can eat it on Friday while watching a movie. But that's too much fat.</p>
	<p>I don't want to get fatter than I am right now. No, not pizza. Then, some nuggets can be. Yeah, nuggets, plain chicken, burgers, fish fingers, some pork too. Wait, pork?. I don't think my children like this kind of pork. I'd</p>

	better ask jhonny. I saw him around.
lady	Hey, jhonny. Sorry to bother you again. I need some fresh pork, but I am not sure.
jhonny	Oh, we have the best variety of pork here. We have ground pork, bacon, ham...
lady	Yeah, but they have a lot of fat, fight? I don't want my children to be unhealthy.
jhonny	Well, in that case I recommend you the pork tenderloin. Thet has less fat then the others.
lady	Seriously? And why is that? Is this specially prepared or a special kind of pig?
jhonny	Oh, it is not processed food. All the food here is natural and that's the best kind of pork.
lady	That sounds good. Thank you very much. Nw, I don't have space on my shopping cart.
jhonny	Oh, don't worry about that. I will bring you another one, so you can continue with your shopping.
lady	Perfect. Thank you very much, jhonny. I have a lot of thinks to buy, you know.
jhonny	I supose so. I'll be right back, ok? Give me a minute to bring you another cart.
lady	Great, I'll be checking some other things here. Do you have any low fat ice cream?
jhonny	Sure, we have some low fat ice cream over

	here. You have chocolate, vanilla and mint flavor.
lady	I'll take the chocolate one. That's my favourite and my family also loves to eat it after lunch.
Jhonny	Excellent. I'll bring it to you with the shopping cart. Wait a minute.
Liday	I should take some bread too. Larry loves to have bread for breakfast. Baguette bread. Yeah, baguette would be great. Oh, also some toast for me. I love to eat them with butter and jam. I've never tried the ciabatta bread. People say that's delicious. Mmm.... No, enough of bread. That's too much carbohydrate. we don't want to get fat.
	I'd better go to pay for everything. I think I finished for today. Yeah, that's enough. I just hope not to forget anything. I won't come back until next month. I'm tired.
	Well, maybe next time my husband can come and do the shopping. He has done that before. Oh, finally. Express checkout (basket and 10 items or less only). Mmm..... No, I have more than ten items. I need to go to the regular cash register. Oh, there it is.

	Hello, I need to pay for these products, please. Do you think you can do it faster, please?
Front desk staff	Sure, give a minute, please. It would be two hundred dollars exactly. Credit card or cash?
Ledy	I'll pay with my credit card. And I will need two plastic bags, please. For all these products.
Staff front desk	Of course. It will be a total of two hundred dollars with fifty cents for the bags.
Lady	Excellent. Here you are. Thank you.



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5. The Library.

Staff library	Good morning. Welcome to ABC Public Library. How may I help you?
Sarah	Good morning. I would like to borrow some books. Do I need to have a library card to do that? It's my first time here, so I don't know much about the library.
Staff library	Don't worry, I am here to help. You can definitely borrow books here without a library card. However, I strongly recommend that you get a library card, because it will give you a lot of benefits, and it's totally free.
Sarah	Can you talk more about the benefits?
Staff library	Sure. You will be able to borrow more books for a longer period of time and gain access to many digital resources.
Sarah	That sounds great. I would like to apply for one. How do I do that?

Staff library	<p>Okay, I'll need to ask you some questions first.</p> <p>How old are you and where do you live?</p>
Sarah	I'm 17 and I live in this city.
Staff library	<p>Thanks for letting me know.</p> <p>I need to ask because we can only provide the cards for residents of this city, that are over 12 years old.</p> <p>Please fill out this application form here, and give it back to me when you're done.</p>
Sarah	Okay.
Sarah	I am done.
Staff library	<p>Thank you.</p> <p>I will also need to see a photo ID.</p>
Sarah	<p>Here it is.</p> <p>How long will I have to wait before my card is ready?</p>
Staff library	<p>We can have your library card ready in about 10 minutes.</p>
	<p>Here is your card.</p> <p>Please check all the information on the card, and let me know if there's anything. That needs to be corrected.</p>
Sarah	My card looks good, thank you.
Staff library	Great.

	<p>Do you have any questions?</p> <p>I would be happy to answer them.</p>
Sarah	<p>I actually do have a few.</p> <p>Is there a limit to the number of books.</p> <p>I can check out from the library at one time?</p>
Staff library	You can borrow up to 20 books at a time.
Sarah	How long can I keep them?
Staff library	For 3 weeks.
Sarah	What if I am not finished with them by the due date?
Staff library	You can always renew a book, if you have not finished reading it.
Sarah	Can I do that online or must I renew books in person?
Staff library	<p>You can renew them online.</p> <p>All you need to do is create an account on our website.</p> <p>You can also use our website to search for titles and reserve books.</p>
Sarah	When does the library open and when does it close?
Staff library	The library opens at 10 am and closes at 6 pm.
Sarah	Does the library open on the weekend?

Staff library	We close on Sunday.
Sarah	Thank you for your information.
Sarah	Hi. I would like to borrow these books.
Staff library	Sure. Do you have a library card?
Sarah	Yes, here.
Staff library	Okay, I have checked all of these books out on your card. Please take your card back.
Sarah	Thank you. When are they due back?
Staff library	You can borrow these books for 2 weeks. Please return the books to the library on or before the due date.
Sarah	2 weeks? I thought I could keep them for 3 weeks.
Staff library	These books are new, and new books can only be checked out for 2 weeks. If you fail to return them on time, you will be charged 30 cents for each late day. You can not check out more books. Until you pay your overdue fine.
Sarah	I will return them on time.
Staff library	Oh, please remember to take good care of

	the books your borrow.
Sarah	I will handle them with care.



MATERI

1. in the workplace

A. Dialogue 1. Reporting work

Mr. Agus	Excuse me. May I come in?
Mr. John	Yes, please.
Mr. Agus	Mr. John this is the project plan you asked me to make.
Mr. John	Okay, you did it rapidly.
Mr. Agus	Thank you.
Mr. John	Could you introduce me to the main parts of the plan?
Mr. Agus	Of course, the plan includes three parts. The first part is the background of the project. The second part is the steps. And the last part is the expected result.
Mr. John	Good, I got the main points of it.
Mr. Agus	Do you have any suggestions?
Mr. John	After I read it in detail, I will tell you my opinion.
Mr. Agus	Okay, I will alter it according to your opinion.

Dialogue 2. Reporting Work

Mr. Agus	Mr. Paul, do you have time now?
Mr. Paul	Yes.

Mr. Agus	Do you remember the agent we met last time?
Mr. Paul	Sure. What's wrong?
Mr. Agus	We had a long meeting this Monday. He has agreed to the items of the draft agreements we apply.
Mr. Paul	That's good. The agent, does he seem reliable to you?
Mr. Agus	Yes, I think so he's got a lot of experience.
Mr. Paul	Okay, when is your next meeting with him?
Mr. Agus	We are meeting him this Wednesday, just to sort out some final details.
Mr. Paul	Fine, let me know what happens.
Mr. Agus	Of course.
Mr. Paul	Make everything clear and then we will decide the time of the signing ceremony.
Mr. Agus	I see

B. Dialog 1. Accepting assigns work

Miss Lucy	Good morning, this is the first day for you to work here. I hope you will like your job.
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Miss Ayu	Good morning, miss Lucky. I'm a newcomer, and I have got a lot of need to learn from you.
Miss Lucy	You will spend most of this week to be familiar with all the work in the office.
Miss Ayu	Would you please tell me what is the particular work for me?
Miss Lucy	The main duty is to keep the file in order.
Miss Ayu	Is there anything else I should do?
Miss Lucy	Yes, you are responsible for answering the calls then transferring or taking messages. If you have any questions you can ask me at any time.

Dialogue 2. Accepting assigns work

Susi	Linda, I have something important to discuss with you.
Linda	What's up?
Susi	Do you know we will have products analyzing the meeting tomorrow?
Linda	Yes, I know. Mary is making preparations for that.
Susi	Don't bring it up.
Linda	Do you have any idea?
Susi	You need to leave your job at hand.

	You will take meeting minutes tomorrow which is the top priority
Linda	Okay, what need I prepare?
Susi	Nothing special I advise you to bring the recorder pen in case of emergencies.



MATERI

7. asking and giving direction

Dad	This is our hotel. Let's go inside.
Staff	Good afternoon! How may I help you?
Dad	We would to check in, please.
Staff	Certainly. Do you have a reservation?
Dad	Yes, it's under scott. I have booked a triple room.
Staff	May I see your id, please?
Dad	Sure. Here it is.
Staff	Thank you. Yes. I have found your reservation
	Okay. This is your room key. Your room is on the second floor. Just take the lift on the left. When you get off the lift, turn left. Your room is at the end of the corridor on the right side.
Dad	Thank you very much
Staff	It was my pleasure.
Sarah	I love our room! It's nice!
Mom	I have to go to the pharmacy to buy some medicines. I will be right back.

Mom	Excuse me, is there a pharmacy around here?
Pejalan kaki	Turn right at the corner and go straight a head. It's on your right, next to the bakery.
Mom	Great! Thanks a lot!
Mom	Excuse me, I need to find an ATM. Can you help me?
Pejalan kaki	Yes, of course! Go straight a head, cross the road and go past the sweet shop. Then you will see a park. There is an ATM in the bank next to the park.
Mom	Thank you so much for your help!
Pejalan kaki	You are welcome!
Mom	Hello! Would you mind telling me where the post office is?
Pejalan kaki	Oh, it's not far from here. Can you see the museum next to the bank?
Mom	Yes, of course. I can see it.
Pejalan kaki	Well, the post office is opposite the museum. It's right on the corner.

Mom	I see. It's quite close. Thanks for your kindness. Have a nice day!
Pejalan kaki	My pleasure. You, too!
Mom	Hello
Dad	Where are you, honey?
Mom	I am at the post office.
Dad	You said you only wanted to go to the pharmacy.
Mom	Well, I changed my mind
Dad	Anyway, I have a surprise for you. I have just rented a car. So I'm coming to pick you up.
Mom	Really? That sounds great. Then I'm going to wait for you right here.
Dad	So how do I get there? I'm in front of the hotel.
Mom	You have to turn right at the corner and go two blocks along the street. The post office is right on the corner of the third block.
Dad	Okay. I will be there in just a few minutes.

DOCUMENTATION



