



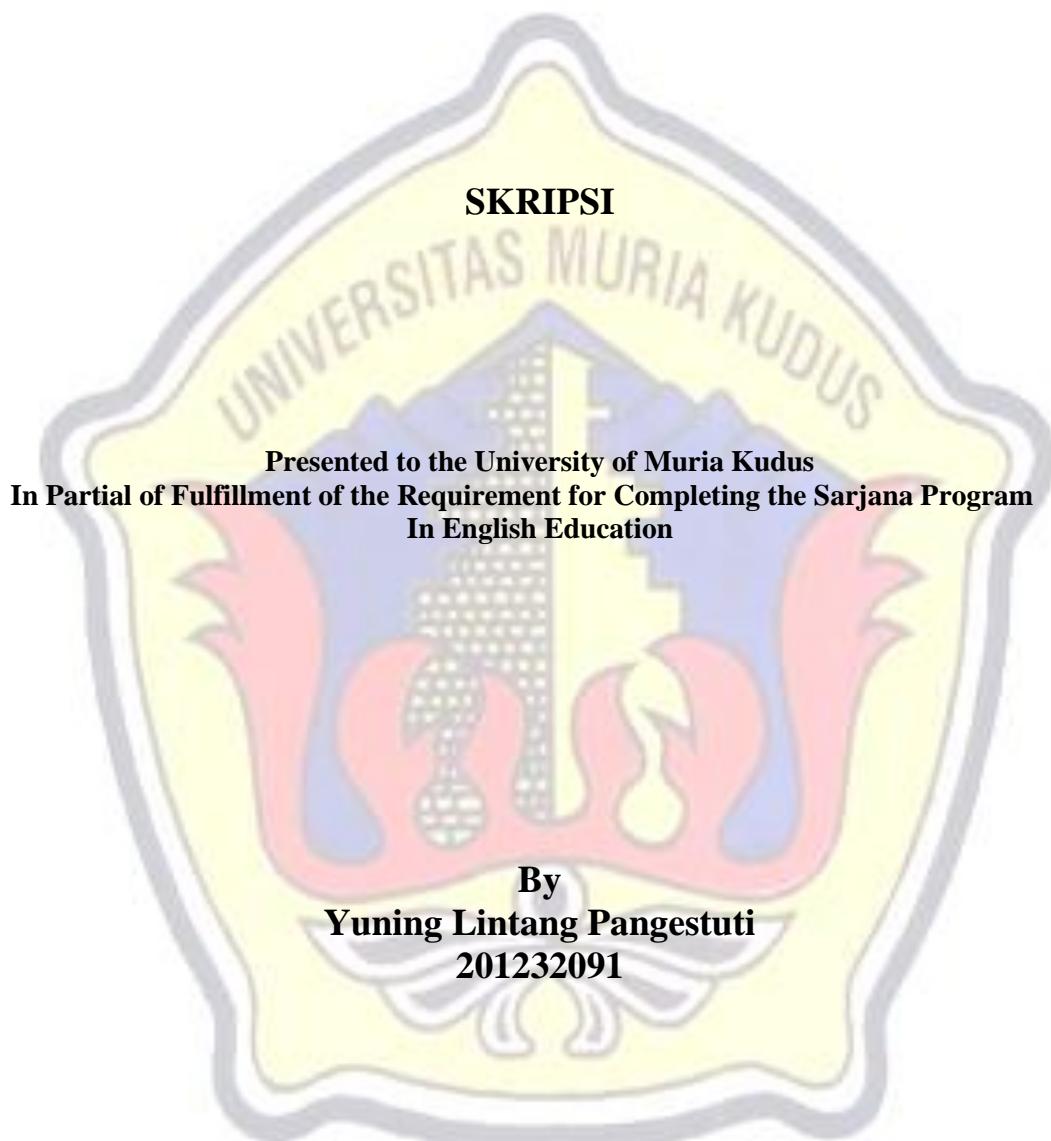
**THE STRATEGY USED
BY THE INFORMATION TELECOMMUNICATION (IT) ENGINEERS
IN WRITING MICRO DESIGN DOCUMENT
(A Case Study at PT. Packet Systems Indonesia in Jakarta)**

By
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TEACHER TRAINING AND EDUCATION FACULTY
MURIA KUDUS UNIVERSITY
2016**



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**DEPARTMENT OF ENGLISH EDUCATION
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2016**

MOTTO AND DEDICATION

MOTTO

- “When you can’t get the miracle, you still have a chance to be miracle for someone else (Nick Vujicic)”
- “Learn from the past, plan for the future by focusing on today.”
- “A man without education is like bird without direction.”

DEDICATION

This skripsi is dedicated to:

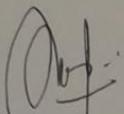
- My adored father and mother (Mr. Supardi and Mrs. Warsiti), thank you for your warmest love.
- My beloved sister and brothers (Ratih Wulan Ramadhani, Dimas Aditya Juli Atmoko and Noval Ahmad Haqiqi)
- My husband in the future.

ADVISORS' APPROVAL

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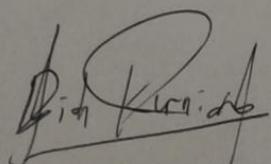
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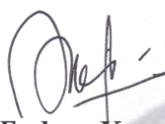
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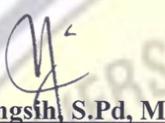
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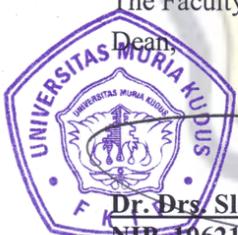


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In the name of Allah, the most gracious and the most merciful, in this occasion, the writer would like to express her gratitude to the God, Allah SWT, who has given us mercies and blessing so that the writer can finish this research entitled “The Strategy Used by The Information Telecommunication (IT) Engineers In Writing Micro Design Document (A Case Study at PT. Packet Systems Indonesia in Jakarta)”

In This occasion, the writer would like to express my sincere gratitude to:

1. Dr. Slamet Utomo, M.Pd as the Dean of the Teacher Training and Education Faculty of Muria Kudus University.
2. Diah Kurniati, S.Pd, M.Pd as the head of English Education Department of Teacher Training and Education Faculty of Muria Kudus University.
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8. All of her friends that give enthusiasm and support in finishing this skripsi.

The writer hopes that this skripsi will be useful for those especially who are in the field of education.

Kudus, July 25th 2016

The writer



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ABSTRACT

Pangestuti Lintang, Yuning. 2016. *The Strategy Used by The Information Telecommunication (IT) Engineers in Writing Micro Design Document (A Case Study at PT. Packet Systems Indonesia in Jakarta)*. Skripsi. English Education Department, Teacher Training and Education Faculty, Muria Kudus University. Advisor: (1) Dra. Sri Endang Kusmaryati, M.Pd (2) Nuraeningsih, S.Pd, M.Pd

Key Words: *Strategy in Learning English, Written Micro Design Document*

One of the important languages in this world is English. To use English fluently, the Engineers learn the English by using some strategies, consist of: memory strategy, cognitive strategy, compensation strategy, metacognitive strategy, affective strategy and social strategy.

There are some competences in English. One of them is writing competence. The engineers should have a good writing competence especially in writing the document. Document should be understood by the people who read it. The writing should be communicative also and needs a correct grammar in writing to avoid misunderstanding the people who read the document. To know the Engineers' writing competence, we need to analyze the incorrect grammar of Engineers' writing the document.

The objective of this research is to describe the engineers' strategy in using English for written communication at PT. Packet System Indonesia in Jakarta and to know the writing competence of the engineers in using English for written communication at PT. Packet Systems Indonesia in Jakarta.

This is qualitative research. The data of the research is micro design document of the engineers at PT. Packet System Indonesia in Jakarta meanwhile manual document is as the data source of the research.

Based on the finding of this research, the engineers used social strategy in learning English with the percentages of 75% of the first engineer, 50% of the second engineer, and 100% of the third engineer. And the engineers made incorrect grammar especially in simple present tense and simple future tense from the first engineer with the percentage of simple present tense 60% and 40% in simple future tense. The second engineer made an incorrect grammar in simple present tense with the percentages of 50% and 50% in simple future tense. The third engineer did not make any incorrect grammar.

From this research, the writer hopes the engineers pay attention more about the grammar, especially in tenses because it is mostly used and it is a rule of language. And for further researcher, the writer hopes that the next researchers can develop their study probably by conducting more detail study about this related topic but in other data source.

ABSTRAK

Pangestuti Lintang, Yuning. 2016. *Strategi Yang digunakan Enginer Informasi dan Telekomunikasi dalam Menulis Dokumen Micro Design (Studi Kasus di PT. Packet Systems Indonesia di Jakarta)*. Skripsi. Program Studi Pendidikan Bahasa Inggris, Fakultas Keguruan dan Ilmu Pendidikan, Universitas Muria Kudus. Pembimbing (1) Dra. Sri Endang Kusmaryati, M.Pd. (2) Nuraeningsih, S.Pd, M.Pd.

Kata Kunci: *Strategi dalam Belajar Bahasa Inggris, Tulisan Berupa Dokumen Micro Design.*

Salah satu bahasa terpenting di dunia adalah Bahasa Inggris. Untuk menggunakan Bahasa Inggris secara lancar, Enginer belajar Bahasa Inggris dengan menggunakan beberapa strategi, meliputi: strategi memori, strategi kognitif, strategi kompensasi, strategi metakognitif, strategi afektif dan strategi sosial.

Ada beberapa kompetensi dalam Bahasa Inggris, salah satunya adalah kompetensi menulis. Enginer harus mempunyai kompetensi menulis yang baik terutama dalam menulis dokumen. Dokumen harus bisa dimengerti oleh setiap orang yang membacanya. Tulisan juga harus komunikatif dan membutuhkan grammar yang benar dalam penulisan untuk menghindari kesalahanpahaman setiap orang yang membaca dokumen. Untuk mengetahui kompetensi menulis dari enginer, kita membutuhkan analisis kesalahan grammar dari dokumen yang ditulis oleh enginer.

Tujuan dari penelitian ini adalah untuk menggambarkan strategi yang digunakan enginer dalam menggunakan bahasa inggris untuk komunikasi berupa tulisan di PT. Packet Systems Indonesia di Jakarta dan mengetahui kompetensi menulis enginer dalam menggunakan Bahasa Inggris untuk komunikasi berupa tulisan di PT. Packet Systems Indonesia di Jakarta.

Penelitian ini merupakan penelitian deskriptif kualitatif. Data dari penelitian ini adalah micro design dokumen dari enginer di PT. Packet Systems Indonesia di Jakarta sedangkan manual dokumen merupakan sumber data dari penelitian ini.

Berdasarkan penemuan dari penelitian ini, enginer menggunakan strategi sosial dalam mempelajari Bahasa Inggris dengan persentasi sebesar 75% bagi enginer pertama, 50% dari enginer kedua, dan 100% dari enginer ketiga. Dan enginer melakukan kesalahan dalam grammar terutama dalam simple present tense dan simple future tense dari enginer pertama dengan persentasi sebesar 60% di simple present tense dan 40% di simple future tense. Enginer kedua melakukan kesalahan dalam grammar dengan persentasi sebesar 50% di simple present tense dan 50% di simple future tense. Sedangkan enginer ketiga tidak melakukan kesalahan dalam grammar.

Dari penelitian ini, penulis berharap bahwa enginer lebih memperhatikan grammar, terutama dalam tenses karena itu lebih banyak digunakan dan itu merupakan sebuah aturan dalam penggunaan bahasa. Dan untuk peneliti selanjutnya, penulis berharap bahwa peneliti selanjutnya dapat mengembangkan penelitian ini dengan topik yang berhubungan tetapi dari sumber data yang berbeda.



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