UNIVERSITAS ISLAM INDONESIA

Versi : 2	Tanggal Revisi : -
Revisi : 0	Tanggal Berlaku : 3 September 2008

SATUAN ACARA PERKULIAHAN

Program Studi : **Ilmu Komunikasi**
Fakultas : **Psikologi dan Ilmu Sosial Budaya**
Kode Mata Kuliah : **10001711**
Nama Mata Kuliah : **Bahasa Inggris**
Kelompok Mata Kuliah : **MPK**
Semester : **1 - Ganjil**
SKS : **2**
Dosen : **Ririn Kurnia Trisnawati, S.S**

Pertemuan	Kompetensi Dasar	Topik Bahasan dan Sub Topik Bahasan	Indikator Pencapaian	Strategi Pembelajaran	Alokasi Waktu	Media Pembelajaran	Evaluasi	Referensi Sumber Bahan
1	2	3	4	5	6	7	8	9
Pertama	* Students are to understand, to comprehend and to apply the integrated major skills in English i.e. Speaking, Listening, Reading and Writing based on particular topics distributed, equipped vocabulary and Introduction to TOEFL.	* Introduction to the course * Oral Self-Introduction * Personal Information i.e. name, address, job, etc.	* Students are able to understand, and demonstrate oral self-introduction. * Students are able to comprehend and to practice filling information card.	Lecture and discussion, Students' interview, Students' performance in front of the class.	100 minutes. 30 minutes for describing learning contract. 20 minutes for describing personal introduction. 30 minutes for students' working. 15 minutes for students' performance. 5 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation.	References ate listed.

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	* Students are to apply various conversations and talks, reading passages, writing texts e.g. job application documents. and some language focuses related to their major.							
Kedua		* Written Self-introduction focusing on describing appearance	Students are able to understand, and demonstrate written self-introduction. * Students are able to comprehend and to practice writing people's performance and appearance.	Lecture and modeling discussion, Small group distribution, Students' peer correction.	100 minutes. 40 minutes for lecture and discussion. 20 minutes for students' working. 30 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Assignment Hand in.	

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Ketiga		* Film Technology: Charlie Chaplin * Written Recount Text and Past Tense.	Students are able to understand, and demonstrate written recount texts. * Students are able to comprehend and to analyze the usage of past tense.	Lecture and modeling discussion, Small group distribution, Students Class Game and peer correction.	100 minutes. 40 minutes for lecture and discussion. 20 minutes for students' working. 30 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Assignment Hand in.	
Keempat		* Film Technology: Special Effects * Various sentence structures	Students are able to understand, and analyze sentence structures. * Students are able to demonstrate using and writing simple texts with various sentence structures.	Lecture and modeling discussion, Individual Task.	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Assignment Hand in. QUIZ 1	
Kelima		* Writing Fluency and Accuracy * Subject and Verb Agreement in sentences.	Students are able to understand, and analyze accurate written texts, subject and verb agreement. * Students are able to demonstrate using and writing accurate and fluent sentences.	Lecture and modeling discussion, Individual Task and peer correction.	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Assignment Hand in.	

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Keenam		* Writing Descriptive Texts * Editing Descriptive Texts	Students are able to understand, and analyze what a descriptive text is. * Students are able to differentiate descriptive texts from various magazines and newspapers. * Students are able to fluently demonstrate writing accurate descriptive texts.	Lecture and modeling discussion, Individual Task and peer correction. Group students projects	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Projects hand in.	
Ketujuh		* Communication Science and Internet: Reading Passage and Analysis.	* Students are able to understand, and analyze the texts. * Students are able to differentiate descriptive texts from various magazines and newspapers. * Students are able to fluently demonstrate writing accurate descriptive texts.	Lecture and modeling discussion, Worksheet task doing, Presentation among small groups.	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation.	

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Kedelapan		* Informative Speech * The order of informative speech: introduction, body and closing.	* Students are able to understand, and analyze what an informative speech is, its order and some used expressions. * Students are able to demonstrate making informative speech draft and informative speech delivery.	Lecture and modeling discussion, Speech contest project	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Speech draft submission.	
Kesembilan		* Changing Communication: information exchange. * Summary and Simple Abstract Composition	* Students are able to understand how information exchange could happen among readers, how to understand composition of summary and abstract. * Students are able to analyze causes and effects of information exchange. * Students are able to demonstrate making summary and abstract.	Lecture and modeling discussion, Students Group discussion, Jigsaw Reading Game.	100 minutes. 30 minutes for lecture and discussion. 30 minutes for students' group discussion and peer correction. 30 minutes for making summary/abstract. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Projects hand in.	

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Kesepuluh		* Students' Work Presentation: Summary/ Abstract * Members of conference: MC, moderator, presenter, and minute taker.	* Students are able to understand and imitate the members of a conference. * Students are able to demonstrate their summary and abstract and demonstrate their language proficiency on informative speech.	Lecture and modeling discussion, Students Presentation,	100 minutes. 20 minutes for lecture and discussion. 60 minutes for students' working/ presentation. 20 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Students' presentation. Paper Submission.	
Kesebelas		* Argumentative Speech * The order of argumentative speech: introduction, body and closing.	* Students are able to understand, and analyze what an argumentative speech is, its order and some used expressions. * Students are able to demonstrate making argumentative speech draft and argumentative speech delivery.	Lecture and modeling discussion, Debate contest project	100 minutes. 20 minutes for lecture and discussion. 20 minutes for students' working. 50 minutes for students' performance. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Speech draft submission.	
Kedua belas		* Reading Job vacancy Advertisement and application document (application letter)	* Students are able to understand, and analyze Job vacancy Advertisement and application document (application letter) * Students are able to demonstrate making Job vacancy Advertisement and application document (application letter).	Lecture and modeling discussion, Worksheet task doing, Presentation among small groups.	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Application document submission.	

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Ketiga belas		* Reading Job vacancy Advertisement and application document (CV and Resume)	* Students are able to understand, and analyze Job vacancy Advertisement and application document (CV and Resume) \n\n * Students are able to demonstrate making Job vacancy Advertisement and application document (CV and resume).	Lecture and modeling discussion, Worksheet task doing, Presentation among small groups.	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. Application document submission.	
Keempat belas		* Conducting Job Interview \n\n * What Job interview questions are. \n\n * Making draft for Job Interview conversation.	* Students are able to understand, and analyze how job interview is conducted and what the possible questions are. \n\n * Students are able to demonstrate Job interview.	Lecture and modeling discussion, Worksheet task doing, Presentation among small groups.	100 minutes. 40 minutes for lecture and discussion. 30 minutes for students' working. 20 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation.	

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Kelima belas		* Introduction To TOEFL : Listening Skill	* Students are able to understand, and analyze what TOEFL is: listening. * Students are able to demonstrate ability taken from some TOEFL Listening Learning strategies.	Lecture and modeling discussion, Worksheet task doing.	100 minutes. 50 minutes for lecture and discussion. 30 minutes for students' working. 10 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. QUIZ 2.	
Keenam belas		* Introduction To TOEFL : Structure and Reading Skills	* Students are able to understand, and analyze what TOEFL is : structure and reading tests. * Students are able to demonstrate ability taken from some TOEFL structure and reading Learning strategies.	Lecture and modeling discussion, Worksheet task doing.	100 minutes. 50 minutes for lecture and discussion. 30 minutes for students' working. 10 minutes for students' group discussion and peer correction. 10 minutes for closing.	LCD, Laptop, whiteboard, marker, Sound system and English Module.	Students' active participation. QUIZ 2.	

Disahkan Oleh	Diperiksa Oleh	Disiapkan Oleh
Tanggal: 3 September 2008	Tanggal: 3 September 2008	Tanggal: 3 September 2008
Dekan,	Ketua Prodi,	Dosen Pengampu Mata Kuliah,
H. Fuad Nashori, S.Psi., M.Si. Psi	Masduki, M.Si.	Ririn Kurnia Trisnawati, S.S