

Report of Apprenticeship Program

Taking a Part as Translator in Kambang Putih Museum

(From personal experience perspective)



Annisa Febriana

(NIM: 18020154026)

Universitas Negeri Surabaya

Faculty of Languages and Arts

English Literature Study Program

2021

APPROVAL SHEET

Apprenticeship Report

Title : Taking a Part as Translator in Kambang Putih Museum

Name of Company : Kambang Putih Museum

Address : Jl. Kartini No.3, Kel. Kutorejo, Tuban, Jawa Timur

Phone/ Fax : (0356) 321015

Had been conducted by student of Languages and Arts Faculty, Universitas Negeri Surabaya

Name : Annisa Febriana

NIM : 18020154026

Study Program : English Literature

Department : English Department

Tuban, 29 November 2021

Agreed,

Advisor

Advisor

English Literature Study Program

Workplace



Dwi Nur Cahyani Sri Kusumaningtyas, S.S., M.Hum.

Rony Firman Firdaus, S.S.

NIP. 198908132019032013

Acknowledged,

Head of English Department

Dra. Pratiwi Retnaningdyah, M.Hum.,M.A., Ph.D.

NIP. 1967708032000032004

STATEMENT OF ORIGINALITY

Who will the undersigned below, I:

Name : Annisa Febriana

NIM : 18020154026

Study Program/Year : English Literature / 2018

Department : English Department

Faculty : Language and Art

Institution : Universitas Negeri Surabaya

Title : Taking a Part as Translator in Kambang Putih Mueum

This is to certify that to the best of my knowledge, the content of this apprenticeship report is my work. This report has not been submitted for any other purposes. I use some parts to complete this report as an exception but I use an ethic to write a report or scientific works.

If I prove wrong, I will take responsibility

Tuban, 29 November 2021

A handwritten signature in black ink, appearing to read 'Annisa Febriana', with a horizontal line underneath.

Annisa Febriana

DEDICATION SHEET

First, the writer deeply would like to thank Allah SWT for the blessings and gifts to go through every ease and hardship. Despite many obstacles stand and difficulties during the process, the writer can keep going to finish the apprenticeship. Finally, the writer can manage and finish the apprenticeship and also the report.

Every process to complete the apprenticeship supports, and helps are always given to the writer by people around from various directions. Therefore, sincerely and respectfully also with every limitation, the writer would like to thank to:

1. Dra. Pratiwi Retnaningdyah, M.Hum., M.A., Ph.D. as the head of English Department, Faculty of Language and Arts, Universitas Negeri Surabaya.
2. Dwi Nur Cahyani Sri Kusumaningtyas, S.S., M.Hum. as the advisor of English Literature Study Program
3. Mrs. Santi Puji Rahayu, as the head of UPTD Destinasi Wisata Terpadu who has welcomed and accepted me to be an apprentice in the Kambang Putih Museum
4. Mr. Rony Firman Firdaus as my Field Advisor and Curator of Kambang Putih Museum who has warmly welcomed me into this division and taught me many things about museum
5. My friends, Aulia Anggraini and Nadyatul Fatihah which members of Siomay Bandung, who always support me as translator in Kambang Putih Museum
6. Refalina Salma Putri Ardhiwisastra who has always been by my side to provide encouragement, support, and energy during my apprenticeship program
7. All Kambang Putih Museum staffs who have been helping and guiding for the rest of the months

PREFACE

Alhamdulillah all praises to the Almighty God Allah SWT, for his blessings and mercies. So that the writer can complete the apprenticeship report properly on time. The purpose of writing the report of apprenticeship is to qualify the requirement for finishing the apprenticeship and also be one of the graduation requirements in the English Department, Faculty of Languages and Arts, Universitas Negeri Surabaya.

The purpose of the implementation of this apprenticeship is to introduce and prepare students to work life. The writer carries out the apprenticeship at Kambang Putih Museum on 1 September –30 November 2021. This apprenticeship report discussing the job task in translator at Kambang Putih Museum.

The writer realizes that in writing this report, there are many weaknesses and mistakes. Therefore, suggestions and constructive criticism are expected. Thus this apprenticeship report is made. Hopefully, it will be useful and can be used as literature.

Tuban, 29 November 2021

Author

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CHAPTER I

INTRODUCTION

1.1 Background of Apprenticeship

Universitas Negeri Surabaya (UNESA) as a government educational institution in Surabaya has high integrity in its visions. UNESA has double missions based on LPTK (Lembaga Pendidikan Tenaga Kependidikan). The main mission of UNESA is operating programs, including academic and non-academic. UNESA makes the best curriculum for its students to prepare for their future job. As the students' study, one of their biggest concern is about what kind of job they should do in their future. To achieve high job opportunities in the future, quality human resources are needed in thinking knowledge, workability and good morals. In fact, almost all companies and services prioritize skilled and ready-to-use Human Resources in recruiting workers. It is understandable because every company wants the maximum, effective, and efficient level of production and service.

For this reason, UNESA requires every student to carry out an apprenticeship in government agencies or companies as one of the requirements that must be fulfilled to complete an undergraduate degree in English Literature at Universitas Negeri Surabaya. Through this apprenticeship, students can apply the knowledge obtained in lectures into a real work environment and have the opportunity to develop ways of thinking, add useful ideas, and increase students' knowledge and understanding of what is assigned to them. Therefore, the writer did the apprenticeship in the Kambang Putih Museum as a translator.

Kambang Putih Museum is located in Tuban Regency, East Java Province. This museum was inaugurated by the Governor of East Java, Basofi Sudirman, on 15 January, 1996. Kambang Putih Museum was built by cultural observers in Tuban with the aim that this museum will later become an official forum to accommodate all the cultural treasures of Tuban, one of which is the remains. - archaeological remains that have existed since the Majapahit era. Kambang Putih Museum is a place to store a collection of historical

items and educate the people of Tuban to get to know the objects collected in the museum. A visitor can learn about civilization's development in a mass in an area or the latest development of civilization through museum collections. Not only that, but Kambang Putih Museum also has annual events such as competitions and learning activities with the museum, which aim to be a forum for the creativity of the Tuban community and make the Tuban community know more about the Kambang Putih Museum and its collections.

1.2 Purpose of Apprenticeship

The purposes of holding the apprenticeship are:

- a. To accomplish Praktik Kerja Lapangan (PKL) course in the 7th Semester.
- b. Apply the knowledge or theory that has been obtained in lectures at Universitas Negeri Surabaya through practice in the fields working during the apprenticeship at Kambang Putih Museum
- c. With the annual event and the tasks given during the internship, it is hoped to train discipline, professionalism, and a sense of responsibility into the real world of work.
- d. To know and understand the activity of Kambang Putih Museum and the event organizer's work.
- e. Apprenticeship adds student knowledge about translating especially in historical terms.

1.3 Significance of Apprenticeship

The significance of apprenticeship is divided into three are:

1.3.1 Significance for the Students

- a. As a medium to improve, expand and apply the knowledge that has been received in college
- b. Train to be responsive and sensitive in dealing with situations and conditions that are not always the same between theory and practice in the field.
- c. Practicing the knowledge that has been obtained, especially those related to translation, public speaking, and English for the media industry

- d. Understand the actual concepts of work and their experiences so that they are helpful for future student careers
- e. The student had the opportunity to be one of the staff while applying English ability and knowledge in Kambang Putih Museum.

1.3.2 Significance for the University

- a. As a medium to establish working relationships with agencies that are used as a place for fieldwork practices
- b. The result of report can be used as a reference or guideline by the university for students to learn English.
- c. Introducing Universitas Negeri Surabaya (UNESA), where the apprenticeship was held in Kambang Putih Museum is accomplished, and it is expected to create a good relationship between the institutions and the university
- d. Knowing the workforce needs to be desired by the company
- e. The university will be better known in the institution or company world

1.3.3 Significance for the Institutions

- a. Establish a good relationship between the literature and art realm with the Kambang Putih Museum.
- b. Assist Kambang Putih Museum in holding and helping the institution and its program to the public.
- c. Generate system proposals that can improve company performance.
- d. Institutions can use an apprenticeship as a primary reference for making decisions related to work matters.
- e. Able to see the potential abilities of apprenticeship students, so it will be easier to plan improvements in the field of Human Resources

CHAPTER II

INTSTITUTION PROFILE

The second chapter consists of information about the institution of the apprenticeship program. Moreover, some information is the institution's name, location of the institution, type of business, the history of the institution, vision, mission, and division of the institution. In addition, there is also the structure of the organization.

2.1 Name, Location, Type of Business

Kambang Putih Museum is located in Tuban Regency, East Java Province. This museum was inaugurated by the Governor of East Java, Basofi Sudirman, on 15 January 1996. Kambang Putih Museum was built by cultural observers in Tuban with the aim that this museum will later become an official forum to accommodate all the cultural treasures of Tuban, one of which is the archaeological remains that have existed since the Majapahit era. Kambang Putih Museum aspires to be an institution for scientific studies of material evidence of historical-cultural heritage of the past, present, and future which is tasked with storing, caring for, preserving, disseminating, conveying, exhibiting, and saving priceless cultural objects.

Kambang Putih Museum is located at Jl. Kartini No. 3 Kutorejo, Tuban. Initially, Kambang Putih Museum was part of the UPTD (UPTD Museum and Antiquities) and was under the Dinas Pendidikan from its inception in 1984 – 2006. However, since 2017 it has become part of Dinas Pariwisata Kebudayaan Pemuda dan Olahraga. In 2019 UPTD Museum and Antiquities were removed and later became UPTD Destinasi Wisata Terpadu, including Kambang Putih Museum, Boom Beach, Akbar Cave, and Bektiharjo Swimming Pool.

2.2 History of Institution

The word "Kambang Putih" comes from an inscription made by King Sri Mapanji Garasakan and refers to the Tuban Regency area. In the inscription marked 1050 AD, King Sri Mapanji Garasakan mentions that Kambang Putih was a port city. In the XI century, Kambang Putih also became a place for inter-island, even continent, trade.

King Sri Mapanji Garasakan was the first king of the Janggala Kingdom who ruled from 1042 to 1052. This kingdom results from a 'split' of the Kahuripan Kingdom, which Airlangga led. The western region became the Kadiri Kingdom, while the eastern region became the Janggala Kingdom.

Kambang Putih is the territory of the Panjalu Kingdom, which is at war with the Janggala Kingdom. In the Kambang Putih inscription, King Sri Mapanji Garasakan told about the incident of Kambang Putih attacking the Royal Palace of Janggala. Despite being attacked, this kingdom still praises "port city" to Kambang Putih in its inscriptions.

There is also another historical history regarding the origin of the name Kambang Putih. This area looked like a white sand dune floating in the ocean in ancient times. It is said by immigrants from China when viewing this area from afar. Therefore, we can interpret that Kambang Putih means floating white sand.

Kambang Putih Museum is the only Tuban tourist attraction in the form of a museum. Kambang Putih Museum only has one floor with about 150 m². However, until August 2021, the collection reached 5,774 pieces. The establishment of the White Kambang Museum is expected to be a window of time connecting from time to time, hoping that besides being an educational facility, it is also a fun recreation place in the city of Tuban.

Kambang Putih Museum was originally located in the Pendopo Krido Manunggal complex, inaugurated by the governor of the first level of East Java, Mr. Wahono, on 25 August 1984. With the consideration to facilitate public access to the museum and introducing the museum to the public, it was moved to a more strategic location. On the southwest side of the Tuban square, it is close to the Sunan Bonang pilgrimage tour on Jl. Kartini No.3, on 15 January 1996 and inaugurated by the governor of East Java, Mr. Basofi Sudirman. The building that once functioned as the Bappeda office in the colonial period was known as the "Ball Room". The "ball room" in the colonial period was a building that was generally reserved for the entertainment of the Indisch. With the urban social style of the colonial period, with women in dance dresses and indigenous women in kebaya cloth and men in military clothes, the atmosphere was sparkling, walsa and polka dances, which were sometimes interspersed with traditional dances called "signs" the general view of the indish in the colonial period.

2.3 Vision and Mission

2.3.1 Vision

- Make the Kambang Putih Museum better, better known, and more loved by the public.
- Make the Kambang Putih Museum a vehicle for obtaining pleasure, knowledge, history, and culture in preserving cultural heritage in Tuban, especially in Indonesia in general.

2.3.2 Mission

- Increase the appeal of the museum with physical improvements.
- Holding publications and exhibitions.
- Carry out conservation of cultural objects.
- Conduct cultural educative guidance to the community.
- Develop a sense of unity, oneness, and peaceful and harmonious life in society.

2.4 Organizational Structure

Kambang Putih Museum, under the auspices of the Disparbudpora Tuban, is led by a museum head who is also the head of the UPTD Destinasi Wisata Terpadu. The head of museum is in charge of overseeing the implementation of the duties and functions of the museum. Then there is a curator in charge of leading the organization of the collection, research, and collection development. The curator is assisted by several staffs that are divided into four sections. The first is educators who have the task of helping the smooth running of education, scouting, and promotion activities at the museum. The second is the conservator who has the task of leading the conservation, restoration, and reproduction of the collection. Conservators are assisted by cleaning staff in carrying out conservation. The third is publication, which has the task of organizing publications regarding museum collections, scientific, educational, and informational. The last is the preparator who has the task of organizing, exhibiting, securing objects of cultural value on a national scale, and dismantling the collection support facilities in an exhibition, as well as moving the collection in a storage room, as well as in an exhibition activity. To

know clearly the position of each section of the organizational structure of Kambang Putih Museum can be seen in the appendixes.

CHAPTER III

IMPLEMENTATION OF APPRENTICESHIP PROGRAM

3.1 Job Description/Role in the Company

In this apprenticeship, the writer was accepted as a translator in Kambang Putih Museum. These are the job description of translator:

- a. Translating the description of the museum collection from the source language into the target language
- b. Translating documents from the source language into the target language
- c. Writing and editing copies in both English and Indonesian

Before translating, the apprentice is given a briefing regarding the translation of the description of historical objects. At that time, the writer learned how to translate the descriptions of museum collections by paying attention to the right choice of words, considering that the terms used were historical terms, which were still foreign to her.

3.2 Activities

In every work that the writer does, the apprentice is always accompanied by staff to direct the apprentice. The writer apprentice is also allowed to ask if there is something new and confusing and produce maximum quality. In carrying out this work, the practitioner is guided to be able to understand the work assignments given so that the writer can complete the work correctly and adequately. During the internship process, the writer receives trust from doing several jobs and learning some material in translation, especially the translation of historical objects.

The following is an explanation of each task carried out by the intern while carrying out an apprenticeship at Kambang Putih Museum:

3.2.1 Translating

In doing this work, the writer helps the curator translate books of literary works, historical documents, and descriptions of museum collections from the source language to the target language. In addition, the writer also helps convey the content of the message in a work or document into the most appropriate target language and write and edit

copies in foreign languages. In the translation task, the writer is required to be thorough and be able to adjust the selection of the right words for historical terms. In practice, the writer often discusses with the curator to determine the choice of words or ensure that the words chosen are correct.

The translation work stage starts with the curator providing the document to be translated by the apprentice. In practice, the writer analyzes the information related to the data source first and then chooses the best strategy to produce a good quality translation. In addition, the writer also pays attention to the type, target audience, and scope of the translation. The results of the translation work are then submitted to the curator for review.

3.2.2 Tour Guiding

In doing this task as a tour guide, the writer has to accompany, guide and provide information to tourists who are visiting Kambang Putih Museum, explain and deliver knowledge about historical objects and museum profiles to visitors, and create a good impression and give educational insight to visitors. . In doing the task as tour guide, the writer is required to be able to represent tourism objects comprehensively. Tour guide is expected to be able to tell details of tourist attractions and ensure that there is an educational value that tourists get from just having fun.

The implementation stage as a tour guide begins with welcoming museum visitors and directing them to register at the reception. Then the writer will guide the visitors to see the collections of Kambang Putih Museum and provide explanations regarding the museum collections. In addition, the writer also answered every question given by visitors about the museum's collection and profile. When the writer and visitors have finished circling the museum, the writer will give souvenirs in the form of key chains and stickers to visitors.

3.2.3 Event Assistant

In doing the work as event assistant, the writer has the task of assisting event managers for internal and external events, helping promote

events to social media platforms, assisting event managers in administrative matters, maintaining records such as payments and venues, and attending meetings. When becoming an event assistant, the writer is required to be able to have good communication with everyone at the event, be detailed in carrying out tasks, have multitasking skills, think analytically, and be able to operate Microsoft Office.

The stage of carrying out duties as an event assistant begins with providing information related to events that the head of the museum will hold through meetings. The writer was given the task of being an event assistant by the head of the museum. On the day of the event, the writer helped the staff of the Kambang Putih Museum with administration, documentation, and publication. At the end of event the head of the museum will evaluate the course of the event that day.

3.2.4 Filing

In doing this task, the writer is assigned by the head of the museum to archive incoming and outgoing letters, including invitation letters, research permits, official meeting votes, assignment orders. The implementation stage of the task begins with receiving incoming or outgoing letters and recording them on the agenda. After being recorded, the incoming mail is put in a particular folder for incoming mail, and a copy of the outgoing letter is placed in a particular folder for outgoing mail.

3.3 Benefits and Challenges

3.3.1 Benefits

By doing an internship at the Kambang Putih Museum, the writer gets a lot of benefits from this apprenticeship program. These benefits are about knowledge and gaining valuable experience, which is very useful for the writer. Some of the benefits that the author gets when doing the apprenticeship at Kambang Putih Museum are:

1. The writer gains knowledge and insight into the world of work, adapting and learning about how to work well with colleagues, and getting many new experiences that are very useful in the future during the apprenticeship at Kambang Putih Museum.
2. Improve the skills and expertise possessed by applying them to problems and practices in the world of work so that these skills and expertise can continue to develop. It is because the writer is encouraged to be a creative and innovative individual indirectly involved in the work.
3. The writer grows professionalism before entering the world of work. During her apprenticeship at Kambang Putih Museum, the writer's experience supports the formation of a professional attitude that is much needed when entering the world of work in the future.

3.3.2 Challenges

During the apprenticeship at Kambang Putih Museum, the writer found several challenges that arose and had to be appropriately resolved. Some of these challenges are:

1. Due to several events held by Kambang Putih Museum, such as Studying Together with the Museum, Study of Museum Collections, and Joint exhibitions with five museums, the writer had a due date to finish the translation at a predetermined time. There are so many collection descriptions that had to be translated. At first, the writer was not sure that she would be able to complete this translation in time. But luckily, the writer was given more time to complete the task so that the writer could submit the assignment on time.
2. The writer had difficulty choosing the right word for the historical term translated from English into Indonesian. So the writer decided to discuss with Mr. Rony as the field supervisor to select the right words for specific terms.
3. At first, the writer felt awkward working with the office staff. It made the writer have a lot of difficulty carrying out the tasks given. However, in the end, the writer had the courage to ask for help, cooperate, and share ideas and

thoughts with the museum staff to complete the work correctly and maximally.

CHAPTER IV

REFLECTION ON APPRENTICESHIP

In semester 7, I took the apprenticeship course, one of the earliest programs I have to take to fulfill the graduation requirements. Initially, I wanted to do an internship in the Surabaya area with my friends, but I canceled the plan due to the COVID-19 pandemic. I felt hopeless because I was confused about where to try. Then after doing several surveys about agencies that can be used as internships, my choice finally fell to Dinas Pariwisata Kebudayaan Pemuda dan Olahraga (Disparbudpora) Tuban.

I started sending emails to ask if the Disparbudpora Tuban accepted apprentices, and the contact person at that time named Mr. Bowo asked me to send a cover letter from the campus. After waiting for a reasonably lengthy process of about two weeks, there was finally confirmation from Mr. Bowo that I could do an internship there soon. Hearing the good news made me happy as well as relieved. I was also excited to take care of the correspondence, including the permit to carry out an internship requirement for an internship at Disparbudpora Tuban. After my documents were complete, on 25 August 2021, I went to Disparbudpora to collect documents and ask about the internship regulations there. Then on 1 September 2021, I started my internship at Disparbudpora. But then I was transferred to Kambang Putih Museum, one of the educational attractions under the auspices of Disparbudpora.

After being given a cover letter from Disparbudpora, I immediately went to Kambang Putih Museum and met Mrs. Santi, and she accepted me with pleasure. On the first day of my internship at Kambang Putih Museum, I was immediately invited to a meeting because coincidentally, Kambang Putih Museum would hold many events. After the meeting was over, Mr. Rony, as the field supervisor, gave an orientation and introduction about the profile of the Kambang Putih Museum.

Kambang Putih Museum held so many events at that time. The first is a series of competitions for students throughout the Tuban district. There are three competitions held by the Kambang Putih Museum such as drawing museum collections for elementary school level,

Javanese fairy tales for junior high school level, and Javanese script calligraphy for high school level. At that time I helped input data on the contestants' work that had been collected at the Kambang Putih Museum. When I saw the contestants' work, I was amazed because the paintings and fairy tales were magnificent and beautiful. It even caused the jury to feel confused about choosing the winner because all the paintings and fairy tales were exquisite. It made me realize that we must develop talent as early as possible to maximize our talent. At this event, I had the opportunity to convey a statement and congratulations to the participants using English, then uploaded it to Kambang Putih Museum's Instagram.

The second event is Studying Together with Museums and Studying Museum Collections. This event is not held only for one day, so the preparation is quite a lot. At that time, I helped prepare souvenirs for the participants, consisting of note blocks, ballpoint pens, masks, and bags. The themes of the event were varied and exciting. The first is getting to know hotel accommodation with Mr. Lanang Agus Suwito, a hotel practitioner. In the event, participants learned about the ins and outs of hospitality to how standard hotel operations are during a pandemic. The second is a study that introduces museum collections such as Lingga-Yoni, Teracota Pipes, Kalpataru, censer, calx, incense, and recognizes Tuban's position in international trade as described by historian, Mr. Adrian Perkasa and Mr. Rony Firman Firdaus whose target audience is students. In addition, there is also an event whose target audience is junior high school students, which is learning to write Javanese script with Mrs. Suci Ning Tyas as a resource person who is a Javanese language teacher. Some other events are getting to know fossils from puzzle games, learning together through the world of tourism, and opening the monument's story to the struggle of the Tuban people. From these events, I learned a lot of knowledge from the speakers, and the event can act as a medium of communication to exchange knowledge and experiences.

The third event is the biggest event compared to the previous events. Kambang Putih Museum held a joint exhibition of five museums attended by Airlangga Museum, Bayt Koran and Istiqlah Museum, Wajakensis Museum, and Batik Pekalongan Museum. This event was held for five days, from 2 October to 6 October, 2021. The preparation for this event was challenging because the other staff and I had to prepare everything to the maximum. Because the event held is an exhibition by various agencies to showcase their works or exhibit objects that are

masterpieces in the museum. The most important thing that must be considered in holding an exhibition is the coordination of vendors (logistics) and tenant management. Logistics vendors who provide decorations, tables, rooms must be adequately ensured so that tenants can exhibit well. The intended tenant management coordinated the tenants who fill the exhibition stands to present exciting exhibitions. The opening of this exhibition was actually attended by the regent of Tuban, Aditya Halindra Faridzky. But unfortunately, the regent was unable to attend so the opening was taken over by Disparbudpora staff. During the opening, I had the opportunity to give a statement regarding the exhibition in English. I was pleased during this event because I could exchange stories and experiences with staff from other museums. I was also given unique merchandise from each museum. In my opinion, this exhibition can be helpful to add insight and ability in providing a more objective evaluation of works.

After the events were over, I went back to my original routine which was translating the descriptions and documents provided by Mr. Rony as the field supervisor. In doing the translation, I gained a lot of new knowledge because I had to translate historical documents whose terms were still foreign to me. I often surf on google to find the meaning of a word in the document. I also learned a lot about choosing the proper diction because the scope of the document is history. Sometimes I also discuss with Mr. Rony to find the proper term for a word.

Apart from being a translator, I also had a duty as a tour guide. Being a tour guide was not an easy job. I had to really memorize and understand the collections owned by the museum and explain them to visitors as best I could until they understood and did not feel bored with my explanation. Visitors often asked detailed questions about a collection, and I did not know the answer, so that I would ask my colleagues there for the answer. It was also a piece of knowledge for me, and I would never forget it just in case if there were visitors who asked about it. Moreover, one of the challenges of being a tour guide was keeping a large group in order and making sure they were all focused on my explanation. It often made me feel overwhelmed, and my patience was being tested. Despite the difficulties I had to face as a tour guide, I was delighted to have the opportunity to do this exciting job. I can interact with visitors and share knowledge with them.

Besides doing my job as a tour guide, I also help in filing. As an institution, of course, Kambang Putih Museum often receives and sends letters for various things and activities. So I

am also responsible for recording incoming and outgoing mail at the Kambang Putih Museum. I will register incoming letters first on the agenda. After that, I put them in the incoming mail folder. Likewise, with outgoing mail, the procedure is almost the same as the procedure for incoming mail. I have learned a lot about archives and sometimes think that bureaucracy is quite complicated. However, I became more aware of correspondence by taking part in this archive.

On 30 November, 2021, I had completed all the assigned tasks, and it was time for me to say goodbye to Mrs. Santi, Mr. Rony, and other museum staff. In closing, I said many thanks to them because I was always well guided during my apprenticeship at Kambang Putih Museum. I gave a commemorative plaque and received a red bag as a gift by Mrs. Santi and Mr. Ron. I also took a photo with Mrs. Santi and other museum staff.

It had been a great experience ever. Although some activities were hampered by the pandemic this year, I could finish it well. I even got to know more knowledge and opportunity while learning new things. I gained new knowledge and insights, especially in terms of the world of work, such as working with colleagues, knowing the function and purpose of museums, and getting to know historical objects more closely.

CHAPTER V

CLOSING

5.1 Conclusion

Based on the experience of apprenticeship activities that the writer carried out from 1 September, 2021 to 30 November 2021 at Kambang Putih Museum, the writer gains a lot of knowledge and insight in the world of work. This apprenticeship activity provides students with learning to apply the knowledge obtained in lectures to be practiced and applied in the real world of work.

Kambang Putih Museum held many events that are very beneficial for students and the people of Tuban. Although some events were limited due to conditions that were still in the midst of a pandemic, all events ran smoothly and received a lot of appreciation from everyone. Besides providing entertainment, Kambang Putih Museum also provided events where people can gain as much insight as possible, especially in the field of history. Lastly, I hope next year's agenda could be as successful and amazing as before.

5.2 Suggestion

Hopefully, the students of UNESA can be accepted again in Kambang Putih Museum in the future. For students who carry out apprenticeships, be creative and innovative students, have the initiative and are also skilled in the field they concentrate in. Besides helping the event and the museum, the students would gain more knowledge and experience in history and event organizer so that it would be useful in the future.

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<https://disparbudpora.tubankab.go.id/entry/museum-kambang-putih>

<https://disparbudpora.tubankab.go.id/entry/pameran-bersama-lima-museum-pamerkan-koleksi-masterpeice>

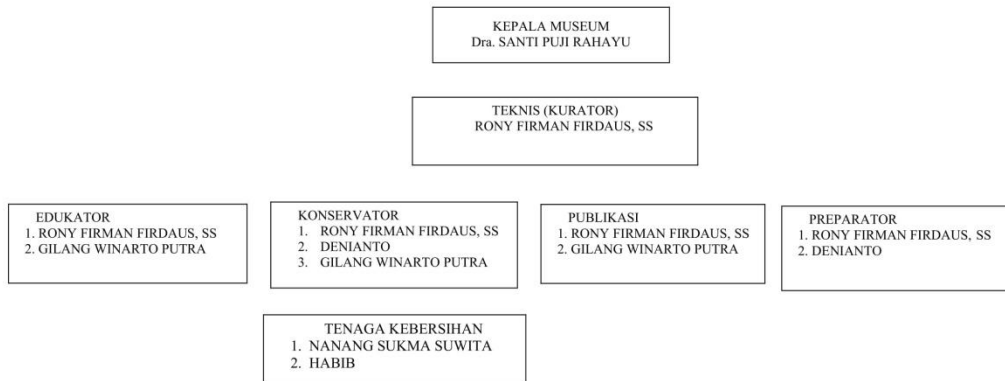
<https://disparbudpora.tubankab.go.id/entry/kembangkan-sdm-pariwisata-disparbudpora-adakan-pembinaan-untuk-pokdarwis>

APPENDIXES

1.1 Structure Organization

Structure Organization of Kambang Putih Museum

STRUKTUR ORGANISASI MUSEUM KAMBANG PUTIH



Kepala Museum Kambang Putih

Dra. SANTI PUJI RAHAYU
Penata Tk. I
NIP. 19661122 199403 2 005

1.1 Photos of Activities

1.2.1 Meeting for the preparation of a series of competitions



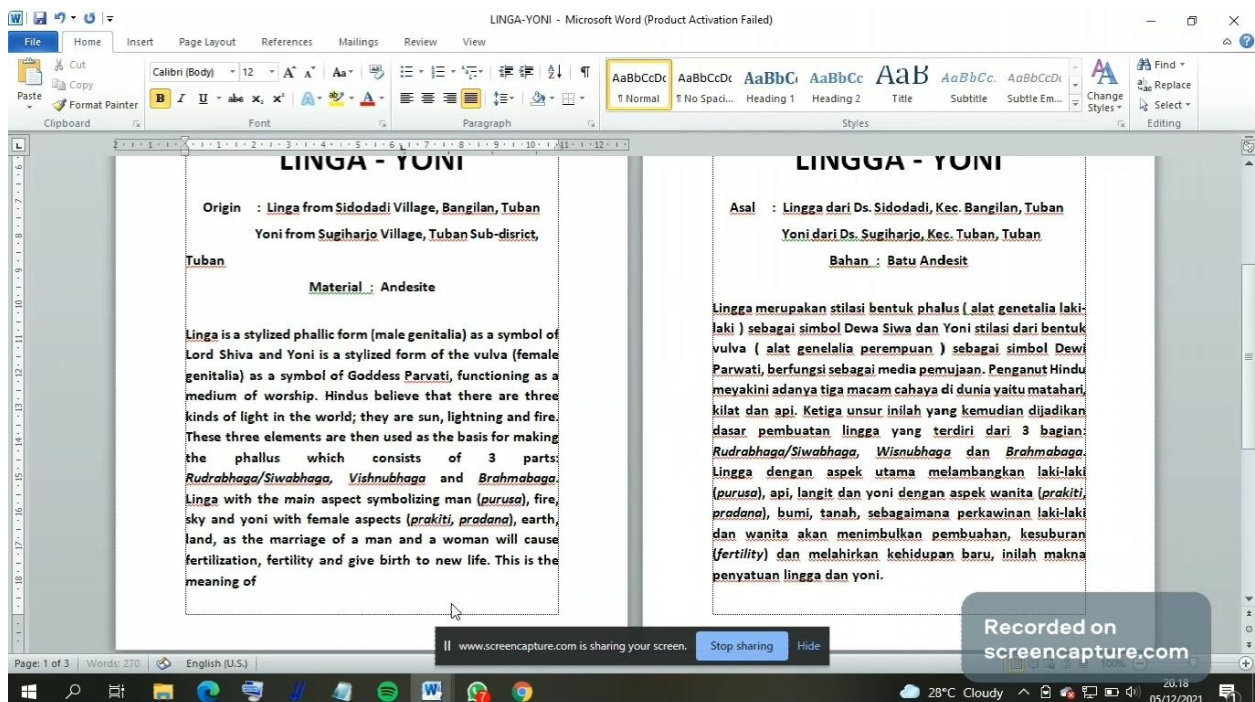
1.2.2 Judging the works of participants in the painting competition from the museum collection and Javanese script calligraphy



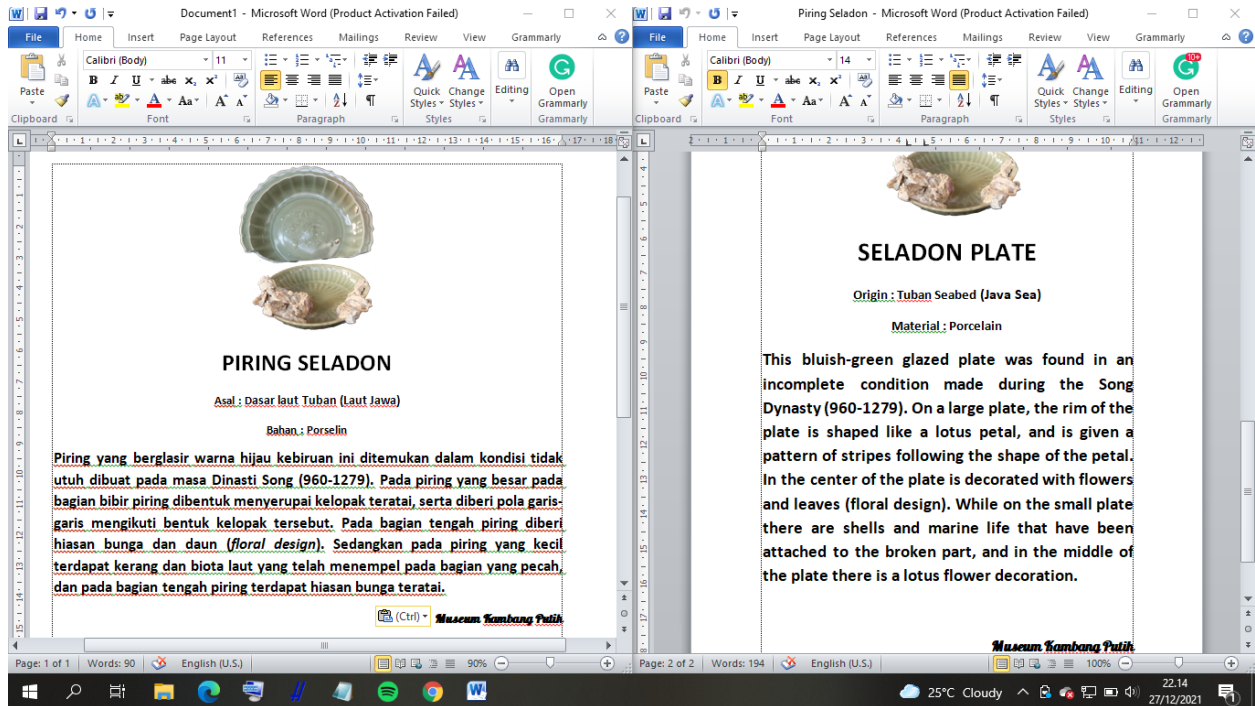
1.2.3 Giving a statement about the competition held by Kambang Putih Museum in English



1.2.4 Translating descriptions/labels of museum collections, Linga-Yoni



1.2.5 Translating museum collection descriptions / labels, Celadon Plates



1.2.6 Study with the museum "Linga-Yoni, the Presence of Shiva in Tuban"



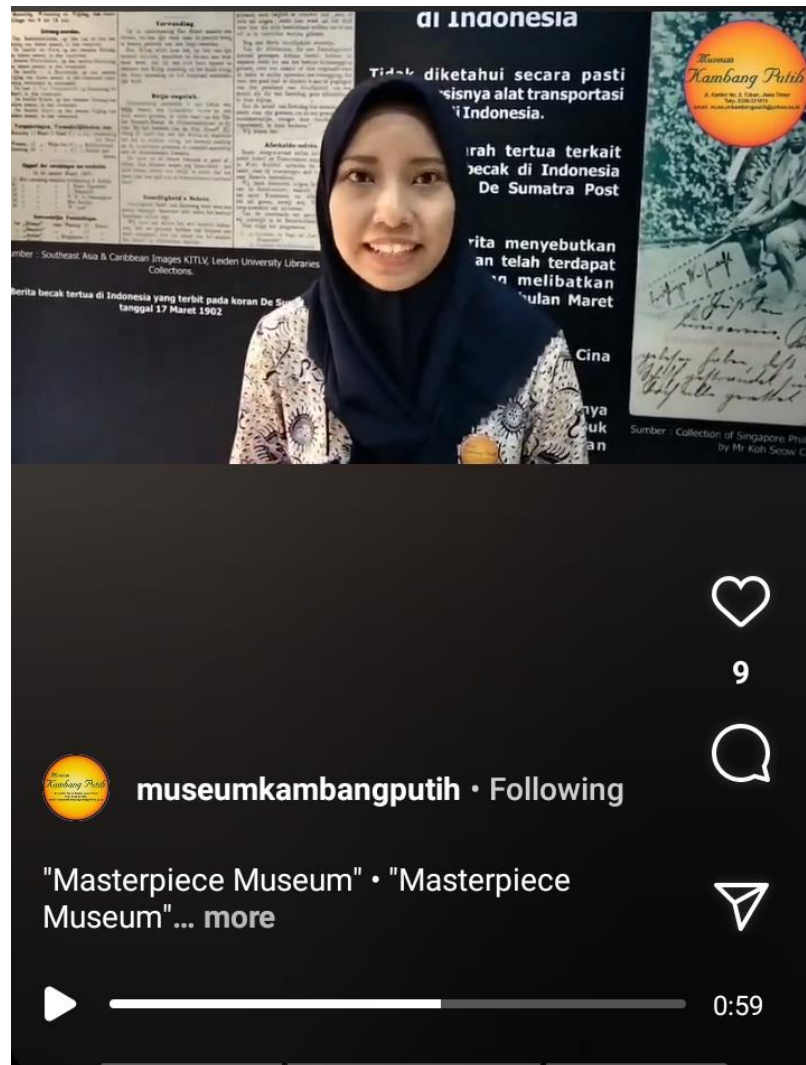
1.2.7 Study with the museum "Terracotta Pipes: Findings from Tuban, their Functions, and Developments from time to time"



1.2.8 Joint Exhibition of Five Museums



1.2.9 Giving a statement regarding the opening of the exhibition with five museums



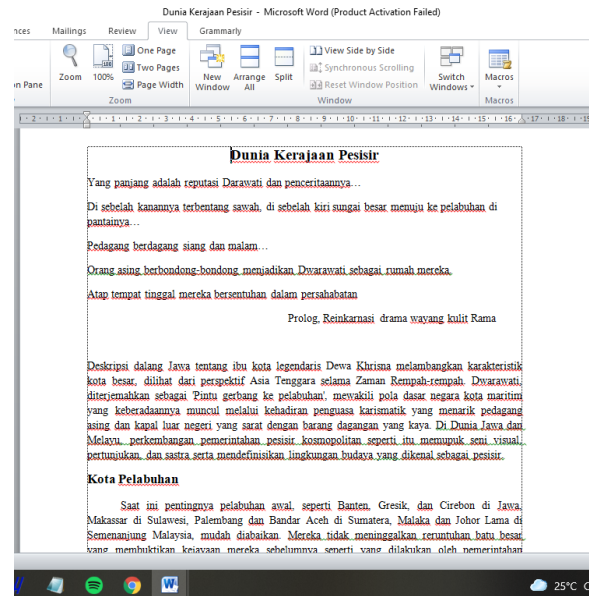
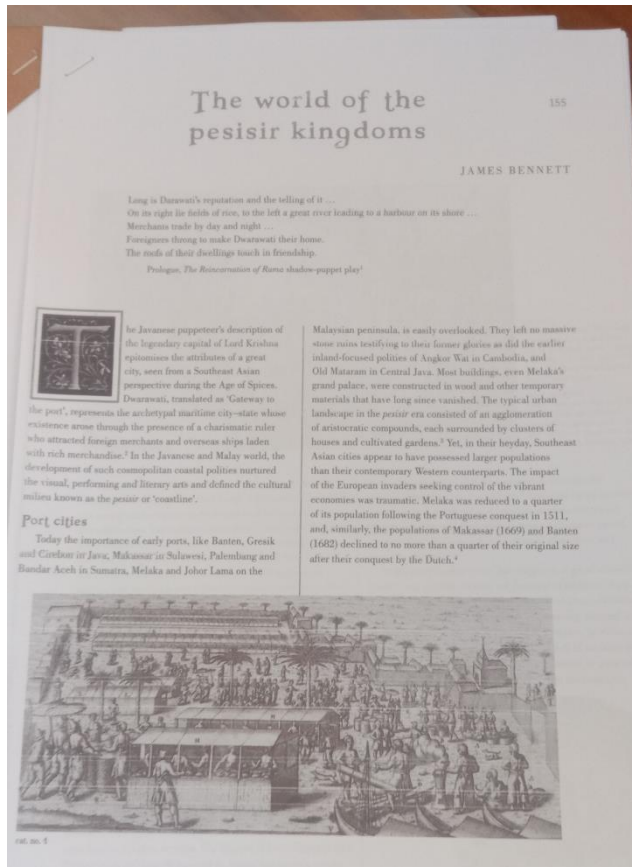
1.2.10 Giving a statement regarding the closing of the five museums joint exhibition



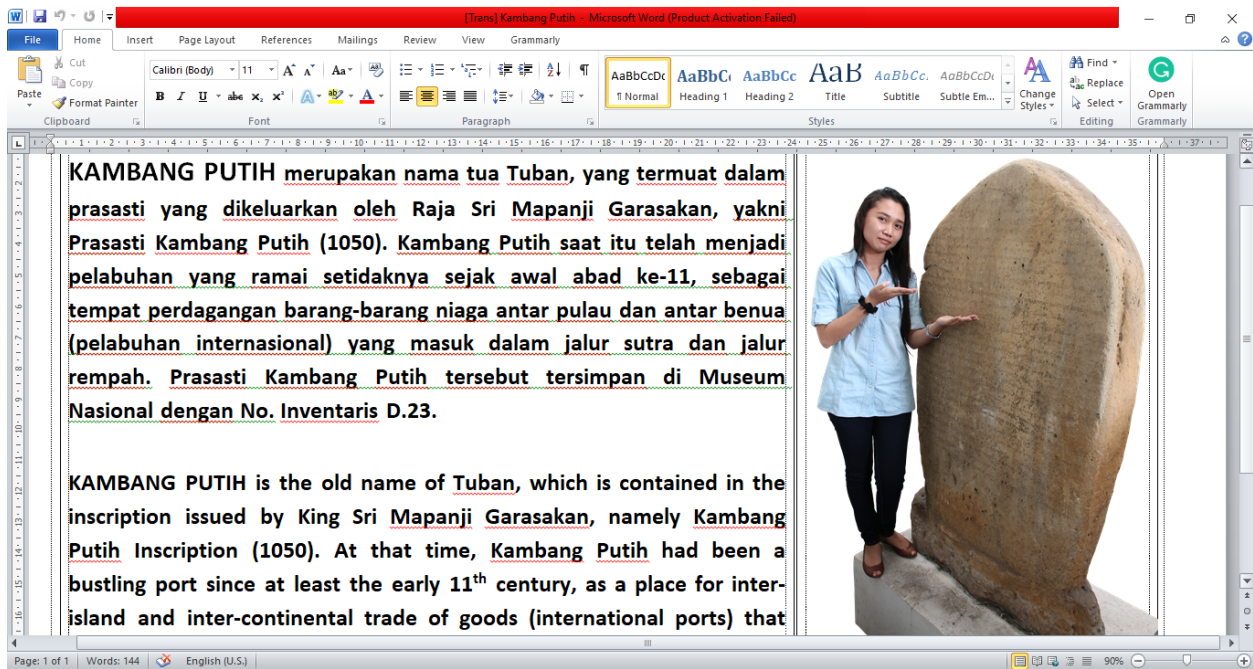
1.2.11 Tour Guiding visitors from Al Uswah Kindergarten Tuban



1.2.12 Translating the document "The World of Pesisir Kingdom" into Indonesian



1.2.13 Translating the profile of Kambang Putih Museum into English



1.2.14 Cleaning and maintenance of the collections of Kambang Putih Museum



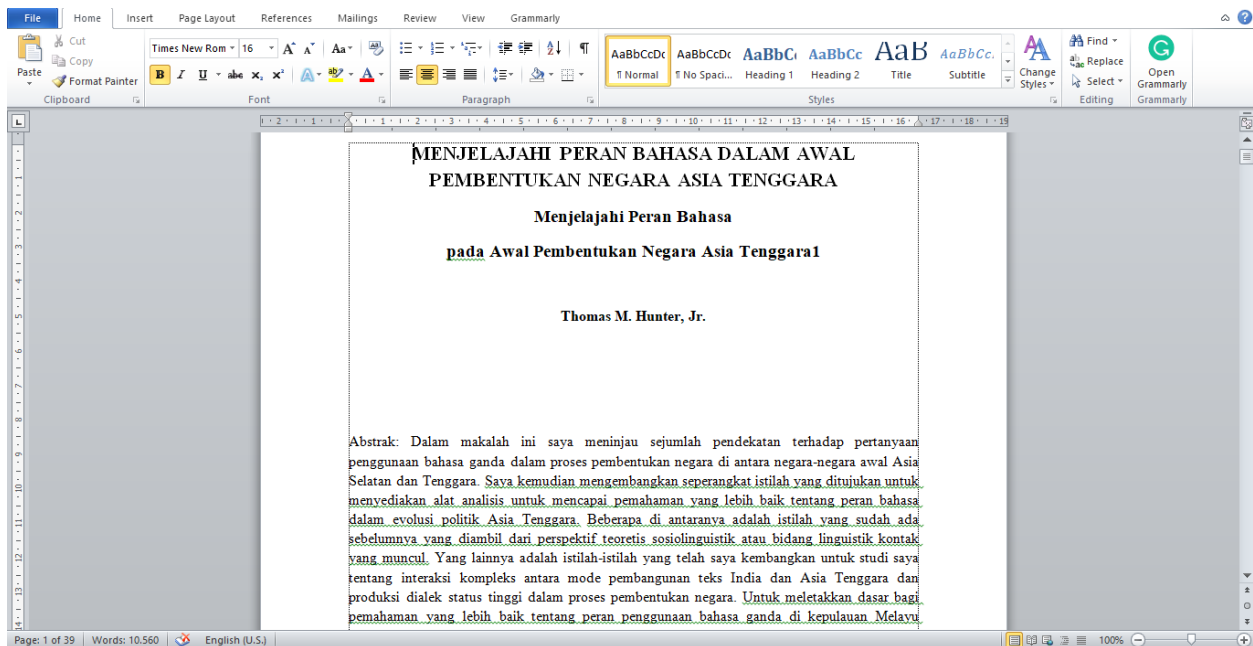
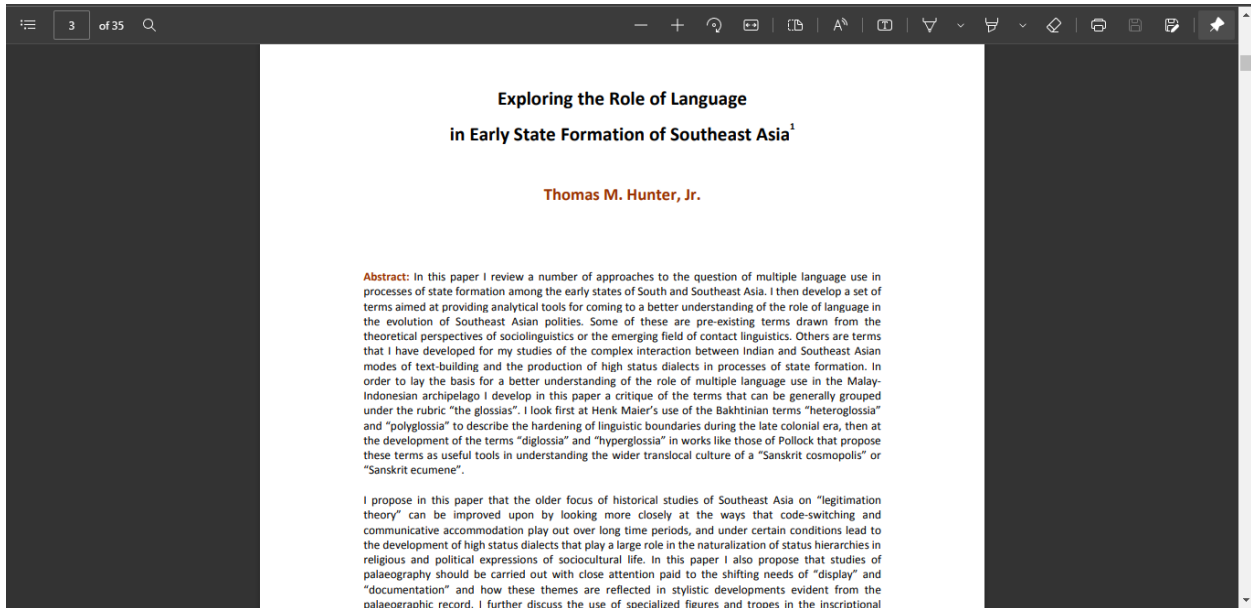
1.2.15 Participating in POKDARWIS Exhibition



1.2.16 Accompanying the making of a video documentation made by student from a university



1.2.17 Translating the article Exploring the Role of Language in the Early State Formation of Southeast Asia into Indonesian



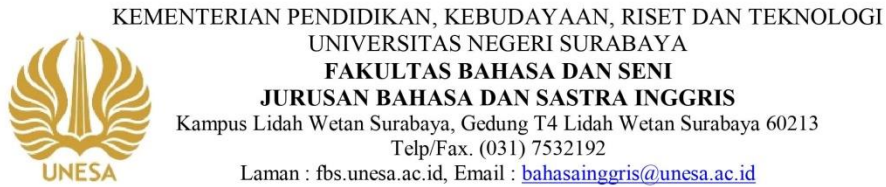
1.2.18 Giving a plaque as a keepsake for Kambang Putih Museum



1.2.19 Receiving a gift from Kambang Putih Museum



1.1 Permission letter for apprenticeship



Nomor : 574/UN38.2.4.2/TU/2021 19 Agustus 2021
Lampiran :-
Hal : Permohonan Mengadakan PKL/Magang

Yth. Kepala Dinas Pariwisata Kebudayaan Pemuda dan Olahraga Tuban
Jl. Manunggal No.21, Keduran, Panyuran Kec. Tuban Kab. Tuban
di Tempat,

Dengan hormat,

Dalam rangka memenuhi persyaratan akademik yang terwadhi dalam mata kuliah Praktik Kerja Lapangan PKL/Magang di Jurusan Bahasa dan Sastra Inggris. Dengan ini kami mewajibkan kepada mahasiswa dibawah ini:

Nama : Annisa Febriana
NIM : 18020154026
Prodi : S-1 Sastra Inggris
No HP : 085646850915

Untuk mengadakan magang ditempat bapak/ibu pimpin.

Demikian permohonan kami atas perhatian dan kebijaksanaannya kami ucapkan terima kasih.

Ketua Jurusan,











Dra. Pratiwi Retnaningdyah, M.Hum., M.A., Ph.D.
NIP 196708032000032004

1.2 Apprenticeship schedule/Daily Logbook

PRESENSI KEGIATAN PRAKTIK KERJA LAPANGAN (PKL)

Nama Mahasiswa : Annisa Febriana
Program Studi/NIM : Sastra Inggris/18020154026
Tempat PKL : Museum Kambang Putih
Waktu Kegiatan : 1 September-30 November 2021

Hari/Tanggal	Uraian Kegiatan	Paraf Pembimbing Lapangan
Rabu, 1/9/2021	Pengarahan Praktik Kerja Lapangan oleh Pembimbing PKL	
Kamis, 2/9/2021	Persiapan kegiatan lomba yang diadakan oleh Museum Kambang Putih	
Jumat, 3/9/2021	Pengumpulan karya peserta lomba Menggambar Koleksi Museum, Kaligrafi Aksara Jawa, dan Dongeng Bahasa Jawa	
Sabtu, 4/9/2021	Persiapan kegiatan lomba yang diadakan oleh Museum Kambang Putih	
Senin, 6/9/2021	Penjurian hasil karya lomba Menggambar koleksi museum, Kaligrafi Aksara Jawa dan Dongeng Bahasa Jawa	
Selasa, 7/9/2021	Memberikan statement tentang lomba yang diadakan oleh Museum Kambang Putih dalam Bahasa Inggris	
Rabu, 8/9/2021	Menerjemahkan deskripsi / label koleksi museum (Lingga-Yoni, Altar Pemujaan, Arca Pancuran) dalam Bahasa Inggris	
Kamis, 9/9/2021	Persiapan teknis dan administrasi terkait event program publik: Belajar Bersama Museum dan Kajian Koleksi Museum	








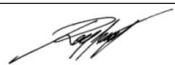
Jumat, 10/9/2021	Menerjemahkan deskripsi / label koleksi museum (Botol Merkuri, Mangkok Qingbai, dan Piring Seladon) dalam Bahasa Inggris	
Sabtu, 11/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Belajar Bersama Museum Tingkat Mahasiswa “Mengenal Akomodasi Perhotelan (Dari Front Office sampai Pandemi), narasumber Lanang Agus Suwito (Praktisi Perhotelan sekaligus General Manager Hotel Wilis)	
Minggu, 12/9/2021	Menerjemahkan deskripsi / label koleksi museum (Mushaf Istiqlal, Angkle, Dacin, dan Mesin Jahit) dalam Bahasa Inggris	
Senin, 13/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Kajian Koleksi Museum “Lingga-Yoni, Hadirnya Siwa di Tuban” dengan Rony Firman Firdaus, S.S. (kurator Museum Kambang Putih) sebagai narasumber.	
Selasa, 14/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Kajian Koleksi Museum “Pipa Terakota dari Tuban, Fungsi, dan Perkembangannya dari Masa ke Masa” dengan Adrian Perkasa S.Hub. Int, S.Hum., M.A. (Universiteit Laiden) sebagai narasumber	
Rabu, 15/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Kajian Koleksi Museum “Sang Masterpice Kalpataru, Melihat Hasrat Pandita Wahdat” dengan Rony Firman Firdaus, S.S. (kurator Museum Kambang Putih) sebagai narasumber	
Kamis, 16/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Kajian Koleksi Museum “Pedupan, Kapur, Kemenyan, dan Posisi Tuban dan Perdagangan Internasional” dengan Adrian Perkasa S.Hub. Int, S.Hum., M.A.(Universitetit Leiden) sebagai narasumber.	
Jumat, 17/9/2021	Menerjemahkan deskripsi / label koleksi museum (Ongkek, Sandal Gebang, dan Wayang Klithik) dalam Bahasa Inggris	
Sabtu, 18/9/2021	Event Belajar Bersama Museum Tingkat SMP “Menulis dalam Aksara Jawa (Dari Ekspektasi ke	

	Realisasi) dengan Suci Ning Tyas, SS. (Pengajar Bahasa Jawa) sebagai narasumber.	
Senin, 20/9/2021	Menerjemahkan deskripsi / label koleksi museum (Arca Mahakala, Arca Nandi, dan Darpana) dalam Bahasa Inggris	
Selasa, 21/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Belajar Bersama Museum Tingkat PAUD “Serunya Mengenal Fosil Melalui Permainan Puzzle” dengan Susilo Purwati, S.Pd. (story teller) sebagai narasumber.	
Rabu, 22/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Belajar Bersama Museum Tingkat TK “Asiknya Belajar Bersama Melalui Dunia Wisata” dengan Erni Muliana, S.Pd. (Tenaga Kontrak Objek Wisata Goa Akbar) sebagai narasumber.	
Kamis, 23/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Belajar Bersama Museum Tingkat SMA “Membuka Kisah Monumen-Monumen Perjuangan Rakyat Tuban “ dengan Edi Eka Setiawan, S.Hum. (Penulis Buku Pagi Berdarah Kepet) sebagai narasumber.	
Jumat, 24/9/2021	Menerjemahkan deskripsi / label koleksi museum (Fragmen Arca, Fragmen Yoni, dan Pedang Laut) dalam Bahasa Inggris	
Sabtu, 25/9/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam event Belajar Bersama Museum Tingkat SD “Sehat Bersama Rempah-Rempah dan Kuliner Khas Tuban” dengan Nita Nurul Hirayati (owner jajanan DO) sebagai narasumber	
Senin, 27/9/2021	Mendata surat yang masuk ke Museum Kambang Putih	
Selasa, 28/9/2021	Menerjemahkan deskripsi / label koleksi museum (Lumpang, Nampan, dan Patung Dewa) dalam Bahasa Inggris	
Rabu, 29/9/2021	Menerjemahkan deskripsi / label koleksi museum (Peripih, Prasasti Gesikan, dan Sangku) dalam Bahasa Inggris	
Kamis, 30/9/2021	Menerjemahkan deskripsi / label koleksi museum (Fragmen Genta, Arca Budha Aksobhya, dan Arca Ganesha) dalam Bahasa Inggris	

Jumat, 1/10/2021	Menerjemahkan deskripsi / label koleksi museum (Keramik Asing, Pecahan Tempayan, dan Guci Telinga Empat) dalam Bahasa Inggris	
Sabtu, 2/10/2021	Persiapan pembukaan event Pameran Bersama 5 Museum	
Minggu, 3/10/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam pembukaan event Pameran Bersama 5 Museum "Masterpiece Museum"	
Senin, 4/10/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam "Masterpiece Museum" Pameran Bersama 5 Museum Day 1	
Selasa, 5/10/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam "Masterpiece Museum" Pameran Bersama 5 Museum Day 2	
Rabu, 6/10/2021	Pelaksanaan bersama tim Museum Kambang Putih dalam "Masterpiece Museum" Pameran Bersama 5 Museum Day 3	
Kamis, 7/10/2021	Kunjungan Wakil Bupati Tuban, H. Riyadi, S.H. pada event "Masterpiece Museum" Pameran Bersama 5 Museum	
Jumat, 8/10/2021	Memberikan statement tentang event "Masterpiece Museum" Pameran Bersama 5 Museum dalam Bahasa Inggris.	
Sabtu, 9/10/2021	Mendata surat yang masuk di Museum Kambang Putih	
Senin, 11/10/2021	Memandu pengunjung dari SD Islam Terpadu Al-Uswah Tuban	
Selasa, 12/10/2021	Menerjemahkan deskripsi / label koleksi museum (Cepuk dan Klawang) dalam Bahasa Inggris	
Rabu, 13/10/2021	Memandu pengunjung yang merupakan siswa SMKN 1 Tuban	
Kamis, 14/10/2021	Mendata surat yang masuk di Museum Kambang Putih	
Jumat, 15/10/2021	Melakukan pendampingan kunjungan yang dilakukan oleh Universitas Negeri Ronggolawe terkait Program Pertukaran Mahasiswa Merdeka Angkatan I	
Sabtu, 16/10/2021	Bertugas di bagian resepsionis	

Senin, 18//10/2021	Menerjemahkan profil Museum Kambang Putih ke dalam Bahasa Inggris	
Selasa, 19//10/2021	Bertugas di bagian resepsionis	
Rabu, 20//10/2021	Melakukan pendampingan observasi yang dilakukan oleh mahasiswa IAINU Kediri	
Kamis, 21//10/2021	Mendata surat yang masuk di Museum Kambang Putih	
Jumat, 22//10/2021	Melakukan pendampingan penelitian “Early Islamic: Art and Material Culture in Java” yang dilakukan oleh Helene Njoto	
Sabtu, 23//10/2021	Bertugas di bagian resepsionis	
Senin, 25//10/2021	Memandu pengunjung dari TK Integral Tuban	
Selasa, 26//10/2021	Bertugas di bagian resepsionis	
Rabu, 27//10/2021	Menerjemahkan ketentuan masuk di Museum Kambang Putih ke dalam Bahasa Inggris	
Kamis, 28//10/2021	Mendata surat yang masuk di Museum Kambang Putih	
Jumat, 29//10/2021	Melakukan pembersihan dan perawatan pada koleksi-koleksi Museum Kambang Putih	
Sabtu, 30//10/2021	Bertugas di bagian resepsionis	
Senin, 1//11/2021	Melakukan kunjungan ke Makam Sunan Bonang dalam rangka pendampingan penelitian “Early Islamic: Art and Material Culture in Java” yang dilakukan oleh Helene Njoto	
Selasa, 2//11/2021	Menerjemahkan dokumen kondisi kota Tuban pada tahun 1800an ke dalam Bahasa Inggris	
Rabu, 3//11/2021	Bertugas di bagian resepsionis	
Kamis, 4//11/2021	Berpartisipasi dalam Pameran POKDARWIS dalam rangka pecan kebudayaan daerah yang merupakan rangkaian Hari Jadi Tuban ke-728	
Jumat, 5//11/2021	Menerjemahkan dokumen The World of Kingdoms ke dalam Bahasa Indonesia (bagian 1)	

Sabtu, 6/11/2021	Menerjemahkan dokumen The World of Kingdoms ke dalam Bahasa Indonesia (bagian 2)	
Senin, 8/11/2021	Mendata surat yang masuk di Museum Kambang Putih	
Selasa, 9/11/2021	Menerjemahkan dokumen "Port Cities" ke dalam Bahasa Indonesia	
Rabu, 10/11/2021	Menerjemahkan working paper "Exploring the Role of Language in Early State Formation of Southeast Asia" ke dalam Bahasa Indonesia (halaman 1-10)	
Kamis, 11/11/2021	Menerjemahkan working paper "Exploring the Role of Language in Early State Formation of Southeast Asia" ke dalam Bahasa Indonesia (halaman 11-18)	
Jumat, 12/11/2021	Menerjemahkan working paper "Exploring the Role of Language in Early State Formation of Southeast Asia" ke dalam Bahasa Indonesia (halaman 19-28)	
Sabtu, 13/11/2021	Menerjemahkan working paper "Exploring the Role of Language in Early State Formation of Southeast Asia" ke dalam Bahasa Indonesia (halaman 29-36)	
Senin, 15/11/2021	Menerjemahkan working paper "Rock-cut Chambers on the East Coast of Sumatra" ke dalam Bahasa Indonesia (halaman 1-11)	
Selasa, 16/11/2021	Menerjemahkan working paper "Rock-cut Chambers on the East Coast of Sumatra" ke dalam Bahasa Indonesia (halaman 12-21)	
Rabu, 17/11/2021	Menerjemahkan working paper "Rock-cut Chambers on the East Coast of Sumatra" ke dalam Bahasa Indonesia (halaman 15-25)	
Kamis, 18/11/2021	Menerjemahkan working paper "Rock-cut Chambers on the East Coast of Sumatra" ke dalam Bahasa Indonesia (halaman 26-38)	
Jumat, 19/11/2021	Menerjemahkan working paper "The Buddhist Heavens" ke dalam Bahasa Indonesia (halaman 1-36)	
Sabtu, 20/11/2021	Menerjemahkan working paper "The Buddhist Heavens" ke dalam Bahasa Indonesia (halaman 37-65)	

Senin, 22/11/2021	Menerjemahkan working paper “The Buddhist Heavens” ke dalam Bahasa Indonesia (halaman 66-96)	
Selasa, 23/11/2021	Menerjemahkan working paper “The Buddhist Heavens” ke dalam Bahasa Indonesia (halaman 97-125)	
Rabu, 24/11/2021	Menerjemahkan working paper “The Buddhist Heavens” ke dalam Bahasa Indonesia (halaman 126-139)	
Kamis, 25/11/2021	Menerjemahkan working paper “The Mongol Navy: Kublai Khan’s Invasions in Đại Việt and Champa” (halaman 1-25)	
Jumat, 26/11/2021	Menerjemahkan working paper “The Mongol Navy: Kublai Khan’s Invasions in Đại Việt and Champa” (halaman 26-34)	
Sabtu, 27/11/2021	Menerjemahkan working paper “The Mongol Navy: Kublai Khan’s Invasions in Đại Việt and Champa” (halaman 35-47)	
Senin, 29/11/2021	Menerjemahkan working paper “The Mongol Navy: Kublai Khan’s Invasions in Đại Việt and Champa” (halaman 48-58)	
Selasa, 30/11/2021	Bertugas di resepsionis	

1.3 Apprenticeship Score by Workplace Advisor



LEMBAR PENILAIAN (Diisi oleh Pembimbing Lapangan)

Nama Tempat PKL : Museum Kambang Putih
Alamat Tempat PKL : Jl. R.A. Kartini No.3, Kutorejo, Tuban, Jawa Timur
Nama Mahasiswa : Annisa Febriana
Lama Praktik : 3 bulan (1 September s/d 30 November 2021)
Unit/Bagian/Seksi : Penerjemah

No.	Aspek yang Dinilai	Baik Sekali (100-81)	Baik (80-66)	Cukup (65-56)	Kurang (55-40)	Kurang Sekali (39-0)
1	Kualitas/prestasi kerja*	90				
2	Kedisiplinan/ketaatan	83				
3	Tanggung jawab	90				
4	Kejujuran	90				
5	Kerjasama	88				
6	Kreativitas/inisiatif	82				
7	Kerapian/kesopanan	84				

*) Mencakup aspek pengetahuan dan keterampilan

Nilai Rata-rata = 87 (Baik Sekali)

Tuban, 30 November 2021
Pembimbing Lapangan

(Rony Firman Firdaus, S.S.)
Kurator Museum Kambang Putih

LEMBAR PENILAIAN
(Diisi oleh Dosen Pembimbing)

Nama Tempat PKL : Museum Kambang Putih
Alamat Tempat PKL : Jl. Kartini No.3, Kel. Kutorejo, Tuban, Jawa Timur
Nama Mahasiswa : Annisa Febriana
Lama Praktik : 3 bulan (1 September s/d 30 November 2021)
Unit/Bagian/Seksi : Penerjemah

No.	Aspek yang Dinilai	Baik Sekali (100-81)	Baik (79-66)	Cukup (65-56)	Kurang (55-40)	Kurang Sekali (39-0)
1	Kualitas materi					
2	Kelengkapan laporan					
3	Sistematika laporan					
4	Tata tulis laporan					
5	Penggunaan bahasa					

Nilai Laporan PKL =.....

Nilai Ujian/Semester =.....

Surabaya,
Dosen Pembimbing PKL

Dwi Nur Cahyani Sri Kusumaningtyas, S.S., M.Hum.

NIP. 198908132019032013