Report of Apprenticeship Program

The Experience of Being a Copywriter in Seasia.co

(From Personal Experience Perspective)



Rizky Dea Safitri

17020154002

Universitas Negeri Surabaya

Faculty of Languages and Arts

English Literature Study Program

2020

APPROVAL SHEET

Apprenticeship Repo	rt
Title	: The Experience of Being a Copywriter in Seasia.co
Name of Company	: Seasia.co
Address	: Jl. Ketintang Madya III No.45, Karah, Kec. Jambangan, Kota SBY,
	Jawa Timur 60232
Phone	081384865772
Had been conducted	by student of Languages and Arts Faculty, Universitas Negeri Surabaya
Name	: Rizky Dea Safitri
NIM	17020154002
Study Program	: English Literature

Department : English Language and Literature Department

Surabaya, 30 Desember 2020

Agreed,

Advisor English Literature Study Program Advisor Workplace



<u>Akhyari Hananto</u> Editor in Chief Seasia.co

<u>Adam Damanhuri, S.S., M.Hum.</u> NIP. 198212262008121003

> Acknowledged, Head of English Department

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

JURUSAN BAHASA DAN SASTRA INGGRIS PROGRAM STUDI SASTRA INGGRIS FAKULTAS BAHASA DAN SENI UNIVERSITAS NEGERI SURABAYA Alamat: Gedung T4 Kampus Lidah Wetan Telp. 031-7532160, 7532571, Fax. 031-8280804

STATEMENT OF ORIGINALITY

Herewith I,

Name	: Rizky Dea Safitri
NIM	: 17020154002
Address	: Simo Magerejo IV no. 4, Surabaya, Jawa Timur

Declare that,

- 1. This apprenticeship report is the sole work of mine and has not been written in collaboration with any other person, nor does it include, without due acknowledgement, the work of any other person.
- 2. If at a later time it is found that this apprenticeship report is a product of plagiarism, I am willing to accept any legal consequences that may be imposed to me.

Surabaya, 6 Januari 2021

Rizky Dea Safitri

NIM. 17020154002

PREFACE

With all the praise and gratitude to God the Almighty, who has given His love and mercy so that this apprenticeship report entitled "**The Experience of Being a Newswriter in Seasia.co**" can be finished well. This report is structured to fulfill one of the academic terms to get (S.S) degree from Universitas Negeri Surabaya with English Literature as the study program.

Moreover, in this occasion I would like to say my deep gratitude for those who have helped me in completing this apprenticeship report especially to **Mr**. **Akhyari** as the founder of Seasia.co and **Mrs. Akita Verselita** as the liaison and outreach manager. Also for **Mr. Adam Damanhuri** as a apprenticeship's supervisor. I send my deep gratitude for them who have gave the chance and big support to my team in completing this apprenticeship program. I also send my deep gratitude to my beloved friends who have contributed their ideas, efforts and motivation to me for writing this report.

I am fully aware that this apprenticeship report which I wrote still contains of many flaws in terms of material, technical and presentation material. Therefore, I expect criticism and constructive suggestions to write the better one. All in all, I hope that this apprenticeship report can be useful for the readers.

Surabaya, 6 Januari 2021

The writer

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CHAPTER 1

I. INTRODUCTION

1.1 Background of Apprenticeship

A skilled, reliable and competent workforce is the human resource needed by a company with good prospects. However, these companies often face difficulties in finding quality human resources. Job applicants who only capitalize on theory are unable to compete with other applicants who have both skill and theories. It is because the real work-life is very competitive and it requires high qualified human resources. It takes practice in experience in applying the theories that have been learned during college. In addition, academic studies and the real-work life are two different things and it takes some adaptation to get used to tougher work situations. This becomes one of the obstacles for fresh graduates.

With this background problem, an internship program is created by the educational institute. The goal is to prepare students to face the real-work life after graduating from college. Some of them are practicing the knowledge that has been learned, having the opportunity to immediately get a job, and expanding networks. Besides, internship program is a graduation requirement that has to be follow by students in order to create a qualified human resource who able to achieve knowledge and experience in the working fields. Every educational institute has an internship program for students who are about to graduate, including Surabaya State University.

Every student from all majors is required to take part in an internship, including students of the English Literature study program. Furthermore, as an english literature student, the writer is required to do an internship that can develop the knowledge of literature and linguistics that covers business, media industry, and creative writing.

By concerning the area covered and looking at the writing skills the writer has during the learning process, the author decided to become a copywriter for Seasia.co, a company that provides online news and articles in Indonesia. Seasia.co mostly reports the news or the articles from all South East Asia. By becoming one of the participants in this internship program during one month, the writer is expected to be able to practice and sharpen her skills in the field of writing professionally. Moreover, through this internship program, the writer does the work training to face and resolve problems in real work-life in a professional manner.

1.2 Purpose of Apprenticeship

This internship program carries various purposes which are divided into two: general purpose and specific purpose. Those purposes as follows:

1.2.1 General Purposes

- 1. To accomplish Praktik Kerja Lapangan (PKL) course in the 7th Semester.
- 2. To get work experience as a professional copywriter.
- 3. To apply and develop writing skills that have been studied in the college.
- 4. To gain experience working in the media industry which will be useful in future careers.
- 5. To socialize and expand the network in the field of industrial media.

1.2.2 Specific Purposes

1. To accomplish the University Credit Units as the academic term of English Literature study program in Universitas Negeri Surabaya.

 To learn how news website like Seasia.co produces qualified news and articles.

1.3 Significance of Apprenticeship

By joining the internship program at Seasia.co, the writer of the internship program learns several meanings. It is for:

a. Student

1. Students who take part in the internship program can apply the knowledge gained during the internship in real life.

2. Develop skills during the apprenticeship before plunging directly into the world of work.

3. To be a big step towards building a future career.

4. Having experience working with all staff in the company.

b. University

1. The apprenticeship program can be interconnected between the university and the company.

2. University can advance the quality of students from the student internship practice.

c. Institution

1. Establish a mutual relationship between the university and the company.

2. Internship students can help staff to complete their work.

3. Assist Seasia.co to promote their website news to the public by sharing their news and articles.

CHAPTER II

II. COMPANY PROFILE

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

2.1 Name, Location, Type of Business

Seasia.co is one of the news platforms from Southeast Asia. The location at Jl. Ketintang Madya III No.45, Karah, Kec. Jambangan, Kota SBY, Jawa Timur 60232. For the type of business, seasia.co is an independent digital multi-platform media, it is kind of internet media. Media is the term that we use to refer to various forms of media that provide valuable information and awareness to us. Even when people used paintings and writings to exchange knowledge, the media was still part of our society.

As time progressed, individuals came up with numerous strategies to provide the public with news. Their function can vary depending on the type of medium, but they all exist to interact with the audience and influence their perceptions. We rely on the Internet nowadays to get the news much more often than conventional news outlets. In the form of video, text, and audio, websites supply information. We can also pick the way we want the news to be received. The Internet media forms include: Yahoo, Instagram, Twitter, YouTube, Tumblr, LinkedIn, Snapchat, Quora, Reddit, Pinterest, etc. Social networks and websites.

2.2 History of Company

Established in 2016, Seasia.co is an independent digital multi -platform media, sharing positive news happening in Southeast -Asia region. Founded by Akhyari Hananto, the mastermind of Good News of Indonesia, which is a similar kind digital media platform, focusing in good news in Indonesia. Seasia.co operates in SEA, and headquartered in Indonesia. Even though it's fairly new, thousands of articles have been published by seasia.co.

2.3 Vision and Mission

The vision

 Build optimism and solidarity in Southeast -Asia communities through positive digital media ecosystem.

The mission

- 1. Empowering SEA using positive approach
- 2. Providing educative digital media contents
- 3. Promoting friendship and solidarity about Southeast-Asian people
- 4. Embracing culture, innovation and success story from SEA

2.4 Division in Company

Seasia.co's main platform for their content exhibition is on the website of www.seasia.co. Other than that, Seasia.co expands their productions of content for various social media platforms, such as Instagram, TikTok, Twitter, Facebook and YouTube • Seasia.co also host monthly events through live streaming webinar, inviting guests, discussing selectable topics about various events in SEA.

2.5 Structure of Organization

The Structure of Organization

Seasia.co



CHAPTER III

III. IMPLEMENTATION OF APPRENTICESHIP PROGRAM

3.1 Job Description

The writer conducted an internship at Seasia.co for one month. Because it is done online, the author does not need to go to the seasia.co office. At the beginning of the internship provisioning, it is done online also through a zoom meeting and the author meets the creator of seasia.co, Mr. Akyari to discuss division placement and provide some information about what is seasia.co, work regulations, how to make good news in accordance with the characteristics of seasia.co. After that, the writer is placed as a copywriter in a month.

Based on the resources workable, copywriter responsible for:

- 1. Write qualified copy using a different writing style.
- 2. Understand copywriting briefs to easily fulfil project requirements.
- 3. Edit and proofread copy as needed
- 4. Use SEO principles to maximize copy's reach
- 5. Source images and other content

3.2 Problem and Solutions

During a month of internship program in SEASIA.CO as a copywriter, there was a lot of problem and difficulties that had been faced by the writer. The biggest problem was when the writer started to create the news. It must be up to date and unique so that the writer got a lot of readers. It started from making a headline. Writing headlines is the most important process of making a news or article. The writer had to choose the best diction to represent the whole news or articles. Moreover, a unique headline becomes one of the considerations whether the readers attracted to the writer's article or not. Therefore, the writer solve the problem by looking for a trick to create the best headlines.

Furthermore, copy writing news and articles is not easy. It has to be more extraordinary from the previous one. The writer must add some specific components to make it different and more interesting. Hence, the writer added a photo to give clearer imagination of the explanation. The writer tried to make her own language style so that the reader can differenciate who the author is. In other words, the writer made her articles or news different from other authors.

3.3 Reflection and Evaluation

It is absolutely valuable experience being a copywriter in Seasia.co even if it is only for 1 month. From the start of the internship, Seasia.co's team always said that the intention of this internship was to gain experience and for portfolios when we graduated from college. and it is true, the author can feel and understand how the real work of the theories we have studied in the previous class, how to keep working in a pandemic like today which is completely online, and most importantly how responsible we are of the work we have done. Even though we can't meet in person but it is an experience that we can certainly carry on forever.

CHAPTER IV

The Experience of Being a Copywriter in Seasia.co

An internship program is one of the many programs in the English Department that must be followed by all students in the 6th Semester. This program gave some English department students some experience about the job world before doing the real one. Moreover, an internship program is also used as a graduation requirement for the students to gain a skill used to face jobs in real work-life. This program is useful for the students before they know about the job related to their studies. There are also benefits of this internship. Firstly, adding insights and knowledge that the students never experienced both in practice and theoretically. Secondly, understand more about how to work as a real worker. Lastly, providing some interesting experiences to the students in their internship, so the students could have a provision to start a career in the literature and linguistics area.

Since I am a literature student, my internship area is mostly in the media industry, tourism, translation, interpretation, lecturer, international organizations, etc. However, when my department announced the internship program, I chose to work in the media industry area. I chose this area since I want to work at a Jawa Post company or Net TV to be a writer or a content editor. Besides, such work can be done from home due to the pandemic situation. The world is still facing the danger of the Coronavirus, so work at home is better due to its dangerous transmission. Then, I found the information on the news portal Seasia.co opened job vacancies for the young internships in the middle of October. With my three other friends, I filled the registration form to join the recruitment. Next, I have joined a WhatsApp group that contains several people who also followed the internship. On October 5, we attended an online internship briefing ZOOM attended by Mr. Akhyari Hananto and Mrs. Akita as internship supervisor from Seasia.co and Mr. Adam Damanhuri as the internship supervisor from Universitas Negeri Surabaya.

In the online meeting, we were told how much time is required for the internship and what we will do during the internship. It was held from November 7 until December 7. Mr. Akhyari said that our all jobs are to be a news writer who will Copywrite news. So, basically, our job desc is to be a copywriter. Copywriters are the names for those whose work is to write creative content that promotes or informs something. Mr. Akhyari said that working as a copywriter requires special abilities and skills because this job can be related to newspapers, online media, TV, and even radio. Being a copywriter for online media will be different from TV and radio media and even from newspapers. Several things must be considered before starting to become a copywriter at Seasia.co. The first is that the internship is required to present creative and interesting news content or articles. The second is making observations. Observations are made to filter out which news is worthy of being used as a news portal headline in Seasia.co. The news that is written as much as possible has benefits for readers. The third is every week at least one news or article is written; two or three are better.

November 2, all the internships were required to sign up on the website portal Seasia.co so that they could upload the news and article freely. Because the distance between the briefing and internship time is quite long, so I have previously been looking for writing news correctly. I started to write an article before the internship time started and finished it before November 6. Below is the title of the news and article that I have been written in a month:

- 1. First week:
- Miss Koh Samui Island? Traveling in Exotic Thailand in the New Normal Era (November 6)
- Guide for Beginner: Be Ready to Celebrate Deepavali in Singapore! (November 10)
- 2. Second week:
- Joe and Jill Biden's Bittersweet Love History (November 19)
- Skincare check: Don't let sloppiness ruin your beauty regimen for your perfect skin! (November 22)
- 3. Third week:
- Elon Musk Kicked Bill Gates from the Second Richest Person in the World (November 25)
- Cha Ruoi, The Fabulous Vietnam Sandworm Omelette Tastes Like Caviar (November 26)
- Thailand: 3,000-year-old Rare Whale Fossil Found off the Coast (November 28)
- 4. Fourth week:
- 7 Ultimate Floating Villas in Indonesia (December 3)

I have been writing 8 articles that I uploaded twice or three times a week from the data above. Mostly I wrote the articles with tourism topic. There are three articles with tourism topics: "Miss Koh Samui Island? Traveling in Exotic Thailand in the New Normal", " 7 Ultimate Floating Villas in Indonesia ", and "Cha Ruoi, The Fabulous Vietnam Sandworm Omelette Tastes Like Caviar". When I wrote about those articles, I found some difficulties. First, it was hard to search for an original image that related to the description. Sometimes when I browsed the picture, the result did not show the right picture. For instance, when I wanted to browse the beach in Koh Samui, the result showed another beach in Koh Phangan. To fix this, I looked for images on social media such as Instagram, Facebook, and Twitter by including news sources to avoid plagiarism.

Moreover, I also wrote articles about tips and tricks: "Guide for Beginner: Be Ready to Celebrate Deepavali in Singapore!" and "Skincare check: Don't let sloppiness ruin your beauty regimen for your perfect skin!". When I wrote about both of those articles, I had to do research. This is intended to produce informative and reliable writing. The trick is to look at several articles and group some of these articles' facts. For example, when I wrote an article about facial care tips, I had to look at some blog reviews and articles about skincare. Then, I had to group them which one must be put in my article and which one has to ignore. Therefore, research is important to be done by news writers so that the writing is considered as qualified writing.

Furthermore, I also wrote two articles about famous people: "Joe and Jill Biden's Bittersweet Love" and "Elon Musk Kicked Bill Gates from the Second Richest Person in the World". By writing both of the articles, I also gain a lot of information about them. When I wrote about those articles, I also had to research to ensure that the information is valid. For example, I wrote the history of Joe and Jill's love story, so I had to gain information by looking for their history in the past. I can not write false information since it is about history, and it can be changed even if it is in tiny detail. Therefore, thoroughness and attention to detail are needed in writing news.

During a month join the internship program, I learned and gained a lot of knowledge to apply to the real world of work. First, I learned to communicate well. What I mean here is not communication between teams but communication between writers and readers. I must be able to write easy-to-read, informative, and comply with the standards set by myself or the company. Moreover, even though writing news is done individually, daily communication with teammates is crucial. For instance, when I have trouble finding the right words or writing an unfamiliar topic, my team partner will help me find the right words. Additionally, when I struggle to find a topic to write about, my partner will help me find reference topics. Therefore, every writer must have good communication skills, whether it is written or oral.

Furthermore, another major skill a writer must have is the ability to do research. This is needed to produce informative writing, an in-depth research is needed. A good writer must be able to do research using various credible sources, especially if the difficulty level of the topic is high enough. However, to write news or articles, one of the skills I need is creative thinking. I have to think creatively to find what words to use to be more varied and not monotonous. I really need creative thinking to find ideas about what to write about, the angle of an article, and much more. This skill can be honed by reading many types of writing and practicing writing as much as possible. Therefore, by doing research and critical thinking, I can add new knowledge about various kinds of things and also new ideas for my writing. Moreover, one of the skills the writer must have is editing. I have to understand the correct use of grammar, even to the placement of punctuation marks such as commas and periods. However, the editing referred to at this point is not limited to grammar only. I also need to have the ability to edit an article so that it can be read easily, as well as have the target audience in mind. It is more or less the same as communication skills, I need to make sure that readers can understand the points you want to convey in a writing. This is related to several things, such as the selection of diction and hyphenation. Besides, I also try to stay objective and position myself as a reader who is reading my writing so that I can know the quality of my writing.

I finished my internship program on November 7. During my one month internship at Seasia.co, there are many things I can apply to my future career in writing. Even though I only worked for a month, I could feel what it was like to work in real-work life as a newswriter. Moreover, with guidance from Mr. Akhyari and Mrs. Akita, I can optimize my writing skills. I thought writing is just writing, but I realize that writing is something. At first, I thought it was easy to become a news writer, but it turns out that there are many details to pay attention to.

CHAPTER 5

IV. CLOSING

5.1 Conclusion

As an English literature student, the writer chose to do an internship at Seasia.co and practice writing skills in the media industry that gained during the learning process in the college. The internship program is held online for one month from November 7 to December 7. In line with Seasia.co's mission, "Providing educative digital media contents", the writer has produced 8 articles with various topics published on the online website Seasia.co during a month. After a month of internship, the writer was benefited by having an internship program in Seasia.co. The writer learned how to build communication between teams and communication between the writer and the readers. Besides, the writer can develop her ability to research to select valid data that qualified to published. Moreover, the writer also learned how to be a good editor so that the reader can easily read and understand the content of the news or the article published. Furthermore, the most important benefit is that the writer can feel being newswriter in real work-life.

5.2 Suggestion

This report aims to describe and inform how work-life as a newswriter. Therefore, the author hopes that this report will provide an image for the readers who want to do an online internship related to the media industry area. Also, by reading this report, the readers interested in applying for an internship in Seasia.co. Besides, it consists of the company's profile, so they can easily contact Seasia.co to apply for an internship. Moreover, it also consists of detail information or reference on how to be the real worker in Seasia. Therefore, it will be very useful for the students to choose a workplace that in line with their passions and skills.

Appendixes

Online meeting



The website for the writer



Seasia GoodNews from Southeast Asia		DASHBOARD POST Overview 8 Posts	RIZKY DEA SAFITRI Profile
New Post	Search Post		٩
PUBLISH 🖻 DRAFT 🗅 REVIEW 🤉 TRASH 🗙			
Title		Published	Status
7 Ultimate Floating Villas in Indonesia		03 December 2020 15:00 J	Kt Published
Thailand: 3,000-year-old Rare Whale Fossil Found off the Coas	t	28 November 2020 11:45 J	kt Published
Cha Ruoi, The Fabulous Vietnam Sandworm Omelette Tastes I	ike Caviar	26 November 2020 15:25 J	kt Published
Elon Musk Kicked Bill Gates from the Second Richest Person in the World		25 November 2020 09:37 J	kt Published
kincare check: Don't let sloppiness ruin your beauty regimen for your perfect skin!		22 November 2020 17:45 J	kt Published
Joe and Jill Biden's Bittersweet Love History		19 November 2020 17:00 J	kt Published
Guide for Beginner: Be Ready to Celebrate Deepavali in Singa	pore!	10 November 2020 12:00 J	kt Published

The articles published

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by Rizky Dea Safitri Published November 22, 2020 - 17:45 Jkt

Have you often maintained and treated facial skin and the end up is still spotty? Well skincare! Let's take a look at 7 skincare mistakes that make your face even more dul



in G

Many of you think that applying too much skincare will make your face glow more, well that is not hue! It actually formulates another problem on your skin. For example, make your face spoth, is it even more amonying if you intend to try skincare for better skin, but it turns your skin to breakouts? So, first, make sure your skin type and wear it appropriately.



this od 5 SHARES Hi Rizky Dea, you're eligible to edit this article PEOPLE BEYOND f Elon Musk Kicked Bill Gates from the y Second Richest Person in the World by Rizky Dea Safitri Published November 25, 2020 - 09:37 Jic in G Tesla and SpaceX founder Elon Musk has officially overtaken Microsoft founder Bill Gates as the second richest person in th world. Musk's net worth has increased by \$ 7 billion to \$ 128 billion. Musk's increase in wealth is inseparable from the increase in Tesla's market value which is approaching the \$ 500 billion. In fact, last year's market capitalization of Tesla was the \$ 45 billion. According to Business Insider, Musk's wealth is still far from the wealth of Amazon owner Jeff Bezos. The richest person in the world has a net worth of up to \$ 162 billion. Tesla's market cap jumped significantly as it was set to join the exclusive S&P 500 index and Morgan Stapley increased its stake







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The Assessement Sheet

LEMBAR PENILAIAN

Nama Tempat PKL	: Seasia.co
Alamat Tempat PKL	: Online (Jl. Ketintang Madya III No.45, Karah, Kec.
	Jambangan, Kota SBY, Jawa Timur 60232)
Nama mahasiswa	: Rizky Dea Safitri
Lama Praktik	: 1 (satu) bulan (tanggal 7 November 2020 s/d 7 Desember
	2020)
Unit/Bagian/Seksi	: Copywriter

No	Aspek yang Dinilai	Baik Sekali (100-81)	Baik (79-66)	Cukup (65-56)	Kurang (55-40)	Kurang Sekali (39-0)
1	Kualitas/prestasi kerja*)	95				
2	Kedisiplinan/ketaatan	94				
3	Tanggung jawab	96				
4	Kejujuran	93				
5	Kerjasama	94				
6	Kreativitas/Inisiatif	95				
7	Kerapian/Kesopanan	97				

*) Mencakup aspek pengetahuan dan keterampilan

Nilai Rata-rata = 94.8 (Baik Sekali)

Surabaya, 30 Desember 2020 Pembimbing Lapangan Surabaya Akhyari Hananto Editor in Chief Seasia.co

Recapitulation of activites

REKAPITULASI KEGIATAN PRAKTIK KERJA LAPANGAN (PKL)

Nama Mahasiswa	: Rizky Dea Safitri
Program Studi/NIM	: S1 Sastra Inggris
Tempat PKL	: SEASIA.CO
Bidang Pekerjaan	: Copywriter
Catatan Kegiatan	: Minggu ke I/II/III/IV – Dilaksanakan dengan baik

	Hari/Tanggal	Uraian Kegiatan	Paraf
			Pembimbing
			Lapangan
October	5 th , 2020	The first virtual meeting; introduction and	
		briefing about SeAsia with Co-Founder, Mr.	\cap
		Akhyari and Miss Akita also accomponied	AN
		by Supervisor of PKL, Mr. Adam.	~0
Week I	November, 6th 2020	Published an article with the title "Miss Koh	
		Samui Island? Traveling in Exotic Thailand	\sim
		in the New Normal Era"	All
	November, 10th 2020	Published an article with the title "Guide for	
		Beginner: Be Ready to Celebrate Deepavali	
		in Singapore!"	- the
	November, 13th 2020	Virtual meeting with Miss Akita. She gave	
		the evaluation for all member's previous	
		articles. There was question-answers	
		section. She also gave some information	- Hal
		about ideal article that published on website.	
Week	November, 19th 2020	Published an article with the title "Joe and	
п		Jill Biden's Bittersweet Love History"	All
	November, 22 nd	Published an article with the title "Skincare	
	2020	check: Don't let sloppiness ruin your beauty	-the

		regimen for your perfect skin"	
Week	November, 25th 2020	Published an article with the title "Elon	\cap
III		Musk Kicked Bill Gates from the Second	
		Richest Person in the World"	1 th
	November, 26th 2020	Published an article with the title "Cha	\cap
		Ruoi, The Fabulous Vietnam Sandworm	AL
		Omelette Tastes Like Caviar"	1
	November, 28th 2020	Published an article with the title "Thailand:	
		3,000-year-old Rare Whale Fossil Found off	\sim
		the Coast"	AA
Week	December, 3rd 2020	Published an article with the title "7	2
IV		Ultimate Floating Villas in Indonesia"	Af



KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN UNIVERSITAS NEGERI SURABAYA FAKULTAS BAHASA DAN SENI

Kampus Lidah, Jalan Kampus Lidah Unesa, Surabaya 60213 Telepon : +6231-7522876, Faksimil : +6231-7522876 Laman : http://fbs.unesa.ac.id, email : <u>fbs@unesa.ac.id</u>.

Nomor : 5704/UN38.2/PP/2020 Perihal : Permohonan Izin Praktek Kerja Lapangan Secara Online 5 November 2020

Yth. Pimpinan SeAsia.co

Jln. Ketintang Madya III No. 45, Karah, Kec. Jambangan, Surabaya, Jawa Timur 60232

Menindaklanjuti surat dari Jurusan Bahasa dan Sastra Inggris nomor : 431/UN38.2.4.2/KM/2020 tanggal 28 Desember 2020 perihal pada pokok surat, dengan ini kami memohon dengan hormat Bapak/Ibu memberikan ijin Praktek Kerja Lapangan (PKL) secara online kepada mahasiswa kami dengan identitas sebagai berikut:

No.	Nama Mahasiswa	NIM	Program Studi
1.	Mohamad Ramdhan	17020154001	S1 Sastra Inggris
2.	Rizky Dea	17020154002	S1 Sastra Inggris
3.	Siwi Tri Mawarni	17020154011	S1 Sastra Inggris
4.	Dini Candra	17020154015	S1 Sastra Inggris
5.	Yunia Anindya	17020154067	S1 Sastra Inggris

tempat tujuan PKL : SeAsia.co

alamat tujuan PKL : JIn. Ketintang Madya III No. 45, Karah, Kec. Jambangan, Surabaya, Jawa Timur 60232 jangka waktu PKL : 7 November 2020 – 7 Desember 2020

Atas perhatian dan kerjasama Bapak/Ibu, kami ucapkan terima kasih.

