

Berita Acara Pengajaran **ENGLISH FOR PUBLIC RELATIONS-956 (3 SKS)**

Dosen: **202109212-SXW**

Kelas: **44.5D.01**

Temu	Ruang	Kehadiran	Bahan Kajian	BAP
1	EN2-D2	2024-09-27 13:20-15:50 Masuk: 13:21:33 – 15:37:45	Introduction	1. Membuka perkuliahan melalui Zoom Meeting di link https://us06web.zoom.us/j/84176743066?pwd=7z4bsxcdzlkpSaT74usvXVbrNJBdcX . 2. Menyampaikan course overview mata kuliah 3. Menyampaikan materi 4. Mahasiswa mengerjakan review materi melalui Google Forms di link https://bit.ly/EfPRquiz_meeting1
2	EN2-D2	2024-10-04 13:20-15:50 Masuk: 13:21:26 – 15:36:31	Reading	Meeting 2: Reading 1. Membuka perkuliahan melalui grup WhatsApp, 2. Memberikan apersepsi, 3. Menyampaikan materi tentang skimming, 4. Mahasiswa mengerjakan reading exercise melalui aplikasi Google Forms di link https://forms.gle/ujHMGvsD727aQyZQ8
3	EN2-D2	2024-10-11 13:20-15:50 Masuk: 13:21:28 – 15:40:44	Presenting a Company Profile	Meeting 3: Presenting a company profile 1. Membuka perkuliahan melalui aplikasi Zoom di link https://us05web.zoom.us/j/6387393652?pwd=am1poZAmDWeAxToHmhvfbLJYe0mhdV.1&omn=87423316238 2. Memberikan apersepsi, 3. Menyampaikan materi, 4. Diskusi, 5. Mahasiswa diberi tugas membuat company profile sederhana secara berkelompok melalui Google Docs di link – kelas 5C https://docs.google.com/document/d/1ILly_F75p5rZE86WEcVudLzX7arb-Afg/edit?usp=sharing&ouid=114763154197777833077&rtpof=true&sd=true – kelas 5D https://docs.google.com/document/d/1G3Psc3IQE6MvIPd5BcPuxA_qQYxZvUo8/e?usp=sharing&ouid=114763154197777833077&rtpof=true&sd=true 6. Dosen memberikan feedback untuk konten dan grammar/structure untuk company profile yang dibuat oleh mahasiswa.
4	EN2-D2	2024-10-18 13:20-15:50 Masuk: 13:21:28 tidak absen keluar	Presenting press release	Meeting 4: Press release 1. Membuka perkuliahan melalui grup WhatsApp, 2. Memberikan apersepsi, 3. Menyampaikan materi, 4. Mahasiswa membuat press release for a product launch secara berkelompok, sesuai konten yang ada di tugas company profiles meeting 3. Note: terlewat absen keluar karena my best tidak bisa diakses di jam tersebut
5	EN2-D2	2024-10-25 13:20-15:50 Masuk: 13:21:38 – 15:39:54	Reading	Meeting 5: Reading 1. Membuka perkuliahan melalui aplikasi Zoom di link https://us05web.zoom.us/j/6387393652?pwd=am1poZAmDWeAxToHmhvfbLJYe0mhdV.1&omn=89974502804 2. Membahas tugas Project I (midterm project) 3. Mengulas reading exercise 4. Mahasiswa mengerjakan reading exercise melalui Google Forms di link https://forms.gle/ymcJ7RwrmBFRJzNY9
6	EN2-D2	2024-11-01 13:20-15:50 Masuk: 13:22:10 – 15:35:57	Presenting a press conferences	Meeting 6: Press conference 1. Membuka perkuliahan melalui grup WhatsApp, 2. Memberikan apersepsi/brainstroming, 3. Menyampaikan materi mengenai press conference, 4. Tanya jawab, 5. Secara berkelompok, mahasiswa membuat video simulasi press conference dalam bahasa Inggris mengenai product launch berdasarkan tugas meeting 3 dan 4.
7	EN2-D2	2024-11-08 13:20-15:50 Masuk:	Review	Meeting 7: Review 1. Membuka perkuliahan melalui aplikasi Zoom di link https://us05web.zoom.us/j/6387393652?pwd=am1poZAmDWeAxToHmhvfbLJYe0mhdV.1&omn=89017059721 2. Mengulas materi 3. Memberikan evaluasi untuk

Temu	Ruang	Kehadiran	Bahan Kajian	BAP
		13:22:18 – 15:40:59		tugas-tugas di pertemuan 1-6 4. Mahasiswa mengerjakan review materi melalui Google Forms di link https://bit.ly/review_meeting7_friday5C5D
8	EN2-D2		UTS	Pengumpulan Project UTS
9	EN2-D2	2024-11-22 13:20-15:50 Masuk: 13:22:00 – 15:43:32	Launching a New Product	Meeting 9: Launching new products 1. Membuka perkuliahan melalui aplikasi Zoom di link https://us05web.zoom.us/j/6387393652?pwd=am1poZAmDWeAxToHmhvfbLJYe0mhdV.l&omn=89743971946 2. Menyampaikan materi, 3. Mahasiswa membuat proposal launching new products secara berkelompok berdasarkan data yang ada di tugas pertemuan 3 dan 4.
10	EN2-D2	2024-11-29 13:20-15:50 Masuk: 13:21:23 – 15:42:19	Reading	Meeting 10: Reading 1. Membuka perkuliahan melalui grup WhatsApp, 2. Mahasiswa mengerjakan reading exercise melalui Google Forms di link https://forms.gle/TgD4TZ6Z9PMCCYx96
11	EN2-D2	2024-12-06 13:20-15:50 Masuk: 14:05:05 – 15:37:03	Speech Writing	Meeting 11: Speech writing 1. Membuka perkuliahan melalui aplikasi Zoom di link https://us05web.zoom.us/j/6387393652?pwd=am1poZAmDWeAxToHmhvfbLJYe0mhdV.l&omn=89519910719 2. Menyampaikan materi; 3. Membahas tugas Project 2; 4. Diskusi; 5. Mahasiswa berlatih membuat teks speech untuk membuka press conference. Catatan: mohon maaf terlambat absen masuk, namun proses perkuliahan di Zoom dimulai sesuai jam mata kuliah yakni pada pukul 13.20.
12	EN2-D2	2024-12-13 13:20-15:50 Masuk: 13:22:01 – 15:36:11	Business correspondence	Meeting 12: Business correspondence 1. Membuka perkuliahan melalui grup WhatsApp, 2. Menyampaikan materi, 3. Mahasiswa diberi latihan menulis congratulatory cards
13	EN2-D2	2024-12-20 13:20-15:50 Masuk: 13:21:19 – 15:40:53	Review and practice	Meeting 13: Review and practice 1. Membuka perkuliahan melalui grup WhatsApp, 2. Mahasiswa mengerjakan tugas review dan practice melalui audio recording.
14	EN2-D2	2025-01-10 13:20-15:50 Masuk: 13:22:12 – 15:38:18	Final task	Meeting 14: Final task 1. Membuka perkuliahan melalui grup WhatsApp, 2. Menyampaikan materi mengenai laporan PR, fungsi, kepada siapa laporan harus disampaikan, elemen yang harus ada dalam PR reports, periode pelaporan, langkah menulis laporan PR, dan contoh laporan PR) 3. Penutup
15	EN2-D2	2025-01-17 13:20-15:50 Masuk: 13:21:22 – 15:37:31	Review	Meeting 15: Review 1. Membuka perkuliahan melalui aplikasi Zoom di link https://us05web.zoom.us/j/6387393652?pwd=am1poZAmDWeAxToHmhvfbLJYe0mhdV.l&omn=88179678324 2. Mengevaluasi tugas Project 2, 3. Mereview materi sekaligus evaluasi untuk tugas masing-masing materi, 4. Mahasiswa mengerjakan quiz melalui Google Forms di link https://bit.ly/EnglishforPR_review_meeting15
16	EN2-D2		UAS	Pengumpulan Project UAS

Kelas: **44.5D.01**

[illegible]

#	Nim	Nama	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Total
27	44221702	ROMAULI FIDELIA PANGGABEAN	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
28	44221726	SYAFIRA AMRU	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
29	44221730	MUHAMMAD FAHMI	✓	✓	✓	✓	✗	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	14
30	44221737	AULIA ZAHRA QHANITA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
31	44221744	SYANDI PRATAMA	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	✗	✓	✗	✓	✓	13
32	44221761	NUR AZIZAH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
33	44221819	NADIYA MEILINDA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✗	✓	✗	12
34	44221832	APRILIA HANDAYANI	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✗	✗	✗	✗	✗	✓	10
35	44221845	NAJLA FATHI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
36	44221896	BASAULINA JOSEPHINE ARITONANG	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
37	44221905	DWI SYAFATUNIDA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
38	44221907	XENIA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	15
39	44221908	MERLY WIDIANINGRUM	✗	✓	✓	✓	✓	✓	✗	✓	✓	✓	✗	✗	✗	✓	✓	✓	11
40	44221919	SUCI HURYATU TAJILLAH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
41	44221924	NILAM DEVY NURMALASARI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	15
42	44221927	MUHAMMAD NATHAN ADANTYA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
43	44221932	AULIA SABRINA KURNIAWAN	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
44	44221962	MUHAMAD RIPAI	✓	✗	✓	✓	✗	✗	✗	✗	✗	✗	✓	✗	✗	✗	✗	✗	4
45	44221967	TAMARA AYU ARDYANTO	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
46	44221972	SAVA NANDA	✓	✓	✓	✓	✓	✓	✗	✓	✗	✗	✗	✗	✗	✗	✗	✗	7
47	44221974	ARYA BRAMA	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	15
48	44221983	ANDINI JULIA RAHAYU	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
49	44221992	RAMDHANI ABDUL GANI	✓	✓	✓	✓	✓	✗	✓	✗	✓	✗	✗	✗	✗	✗	✗	✗	7
50	44221994	FARIZA DWI SUTANTO	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	16
51	44222003	NAJMA ALYSSYA	✓	✗	✓	✓	✗	✓	✗	✗	✗	✗	✗	✗	✓	✓	✗	✗	6
52	44222004	NABILA YUZAINDRI	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✗	✓	✓	✓	14
53	44222005	INTAN SALSABILA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✗	✓	14
54	44222010	TIA GUSTIEN DIANA PUTRI	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	14
55	44222020	NISHABELLA CHIQUITA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	15
56	44222037	NURVITO MUHAMAD SADEWA	✓	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	1
57	44222050	SITI RENALDA NURUL HIDAYAH	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓	✗	✓	✓	✓	✗	✓	13
58	44222051	DIAH SARININGRUM	✓	✓	✓	✓	✓	✓	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	15
Total Kehadiran Harian			53	50	52	52	47	48	40	43	47	43	42	36	36	43	42	44	-

Penilaian **ENGLISH FOR PUBLIC RELATIONS**–956 (3 SKS)

Dosen: **202109212**–SXW

Kelas: **44.5D.01**

Penilaian

#	Nim	Nama	Presensi	Tugas	UTS	UAS	Grade Akhir
1	44221398	ALYA NURUL FAUZIAH	0	0	0	0	A
2	44221527	AKVINDA SAFWA AUZAIE	0	0	0	0	E
3	44221545	NAZWA AZZAHRA RIZAL	0	0	0	0	E
4	44221552	LUTFI ADI NUGROHO	0	0	0	0	B
5	44221559	ENDAH AYU OCTAVIA	0	0	0	0	E
6	44221568	NAYYARA SHAFa KAMILA	0	0	0	0	A
7	44221571	RIFKY ANDRIAN	0	0	0	0	E
8	44221572	IMAM ASYROFI AL-FARIZH	0	0	0	0	E
9	44221573	ANANDA AMELIA PUTRI	0	0	0	0	A
10	44221605	MAHADEWI CITRA ANGGRIANI	0	0	0	0	A
11	44221624	ZEFANYA ANGELITA ALBERTIN	0	0	0	0	A
12	44221625	ALLIFA PUTRI SYAHARA	0	0	0	0	A
13	44221637	MUHAMMAD AKMAL FAHRIZA	0	0	0	0	A
14	44221638	PRADITA DWI AMELLA	0	0	0	0	B
15	44221640	JECO IVAN PRATAMA	0	0	0	0	A
16	44221649	SYIFA FAISA AMANDA	0	0	0	0	A
17	44221664	NABILLA FEBRIYANTI	0	0	0	0	C
18	44221665	FIKRI AKBAR	0	0	0	0	A
19	44221667	ABDUL HARIS SETIAWAN	0	0	0	0	A
20	44221668	AFIFAH AULIA	0	0	0	0	E
21	44221669	GEREN CIVON SANTA BARUS	0	0	0	0	E
22	44221676	AJENG DWI ANJANI	0	0	0	0	A
23	44221678	SITI BADRIYAH	0	0	0	0	A
24	44221691	SOLLA GRACIA SONIA HERMAWATI	0	0	0	0	A
25	44221692	MUHAMMAD YASSIN HIKMATYAR	0	0	0	0	D
26	44221695	GALANG PUTRA PAMUNGKAS	0	0	0	0	E

#	Nim	Nama	Presensi	Tugas	UTS	UAS	Grade Akhir
27	44221702	ROMAULI FIDELIA PANGGABEAN	0	0	0	0	A
28	44221726	SYAFIRA AMRU	0	0	0	0	A
29	44221730	MUHAMMAD FAHMI	0	0	0	0	B
30	44221737	AULIA ZAHRA QHANITA	0	0	0	0	A
31	44221744	SYANDI PRATAMA	0	0	0	0	A
32	44221761	NUR AZIZAH	0	0	0	0	A
33	44221819	NADIYA MEILINDA	0	0	0	0	D
34	44221832	APRILIA HANDAYANI	0	0	0	0	B
35	44221845	NAJLA FATHI	0	0	0	0	A
36	44221896	BASAULINA JOSEPHINE ARITONANG	0	0	0	0	A
37	44221905	DWI SYAFATUNIDA	0	0	0	0	A
38	44221907	XENIA	0	0	0	0	A
39	44221908	MERLY WIDIANINGRUM	0	0	0	0	B
40	44221919	SUCI HURYATU TAJILLAH	0	0	0	0	B
41	44221924	NILAM DEVY NURMALASARI	0	0	0	0	B
42	44221927	MUHAMMAD NATHAN ADANTYA	0	0	0	0	A
43	44221932	AULIA SABRINA KURNIAWAN	0	0	0	0	A
44	44221962	MUHAMAD RIPAI	0	0	0	0	E
45	44221967	TAMARA AYU ARDYANTO	0	0	0	0	A
46	44221972	SAVA NANDA	0	0	0	0	E
47	44221974	ARYA BRAMA	0	0	0	0	B
48	44221983	ANDINI JULIA RAHAYU	0	0	0	0	A
49	44221992	RAMDHANI ABDUL GANI	0	0	0	0	E
50	44221994	FARIZA DWI SUTANTO	0	0	0	0	A
51	44222003	NAJMA ALYSSYA	0	0	0	0	E
52	44222004	NABILA YUZAINDRI	0	0	0	0	B
53	44222005	INTAN SALSABILA	0	0	0	0	A
54	44222010	TIA GUSTIEN DIANA PUTRI	0	0	0	0	A
55	44222020	NISHABELLA CHIQUITA	0	0	0	0	A
56	44222037	NURVITO MUHAMAD SADEWA	0	0	0	0	E
57	44222050	SITI RENALDA NURUL HIDAYAH	0	0	0	0	D
58	44222051	DIAH SARININGRUM	0	0	0	0	A