

# CHAPTER I

## INTRODUCTION

### 1.1 Background of Internship

Internship is a period of work experiences offered by an employer to potential employees, called interns that are usually undergraduates or students. Internship give students exposure to the working environment, often within a spesific industry, which relates to their fields of study. Internships can be as short as month or as long as 12 months. Interns can be paid or not depends on the company. (Kurniasih, 2021)

Tourism is a social, cultural and economic phenomenon which entails the movement of people to countries or places outside their usual environment for personal or business/professional purposes. These people are called visitors (which may be either tourists or excursionists; residents or non-residents) and tourism has to do with their activities, some of which involve tourism expenditure. (UNWTO, 2008)

Culture is a term that refers to a large and diverse set of mostly intangible aspects of social life. According to sociologists, culture consists of the values, beliefs, systems of language, communication, and practices that people share in common and that can be used to define them as a collective. Culture also includes the material objects that are common to that group or society. Culture is distinct from social structure and economic aspects of society, but it is

connected to them both continuously informing them and being informed by them. (UNWTO, 2008)

Internship Program must be carried out by students of the Diploma III English Language Program as a condition for obtaining a Diploma Certificate. In addition, in the process of implementing Internship, it will be followed by making an Internship Report. Internship practices can be carried out if students have fulfilled a minimum of 97 credits, this amount has been determined by the Diploma III Study Program of the English Department of the Faculty of Literature, University of Darma Persada.

In implementing Internship, students are able to practice the knowledge they have during their students at the University. Therefore students are required to carry out Internship Program in Institutions related to the knowledge that has been obtained, in this case is the use of English both verbally and in writing.

Some subjects studied besides English Language are about tourism, secretary, and office. Therefore the internship that has been carried out at Department of Tourism and Culture of Bekasi City is the right choice for students to comprehend about tourism, secretary, and office. (Ahmad Z. , 2017)

## **1.2 Objective of the Internship**

The objectives of the internship are:

1. To fulfill one of the requirements in order to achieve Diploma III degree.
2. To create the competent expert workforce in the workplace.
3. To increase student's skills and knowledge.
4. To compare the knowledge obtained in lectures with the implementation

of internships in institutions.

5. To learn about work, organization and working time management.
6. To broaden the experience of work which is valuable to be applied when the students graduate from University.

### **1.3 Procedure of Internship**

These are several things to start the Internship:

1. Propose an application letter for an internship approved by the Head Of English Diploma III Program and stamped by Head of Administration of Faculty of Literature and Culture.
2. Submit an application letter to the Administration Office of Departement of Tourism and Culture in Bekasi City and other requirements, such as grade transcript, and resume.
3. Receive the confirmation letter from Departement of Tourism and Culture Bekasi City.

### **1.4 Place and Time of the Internship**

The place and time of the internship is in:

Workplace in the Bekasi City Government which is located at JL. Jend. A. Yani

No. 1, Tel: (021) 8896 1767 Fax. : (021) 8895 9980 Bekasi.

| DAY                 | TIME    |       |          |
|---------------------|---------|-------|----------|
|                     | Work In | Rest  | Work Out |
| Monday s/d Tuesday  | 08.00   | 12.00 | 16.00    |
| Friday              | 08.00   | 12.00 | 16.00    |
| Saturday s/d Sunday | Off     | Off   | Off      |

PKL activities are carried out for 3 (three) months starting on April 1, 2022 – July 1, 2022, with a schedule of 5 (five) working days a week.

### **1.5 Writing Organization**

Internship report consist of the whole details regarding the internship taken. There are five chapters in this internship report and each has sub chapters with different substances. Here are the organizations of the chapters:

#### **CHAPTER 1 : INTRODUCTION**

This chapter consist of the background of the internship, objective of the Internship, internship methods, place and time of internship, and Organization of the internship.

#### **CHAPTER 2 : GENERAL REVIEW**

This chapter consist the general review of the institution where the Internship activities take place in, it include the history, vision, mission, and organizational chart of the institution.

### CHAPTER 3 : INTERNSHIP ACTIVITIES

This chapter consist of activities performed during the internship at Departement Tourism and Culture Bekasi City.

### CHAPTER 4 : PARTICULAR POINTS

This chapter consists of obstacles and benefits during and/or after the Internship.

### CHAPTER 5 : CLOSING

This chapter consist of conclusion of the report and suggestion for the next Internship.

