INTERNSHIP REPORT

SUB-DEPARTMENT OF TOURISM AND CREATIVE ECONOMY

East Sentra Primer Street, Pulo Gebang, Cakung, East Jakarta, 13940

Submitted as a Partial Fulfillment of the

Requirements for Achieving Associate

Expert (Ahli Madya) Degree



Written by:

Name: Muhammad Iqbal

NIM: 2019160022

DIPLOMA III OF ENGLISH DEPARTMENT
FACULTY OF LANGUAGE AND CULTURE
DARMA PERSADA UNIVERSITY
JAKARTA

2022

APPROVAL PAGE I

Darma Persada University

Affirmed in: Jakarta

Month: June 2022

Head of Faculty of Language and Culture

Head of Diploma III Program

(D31)

(Alia Afiyati S.S., M.Pd)

(Dr. Diah Madubrangti, S.S., M.Si)

ULTAS BAHASA DAN BULLAYA

Counselor of Internship Report

(Dr. Yoga Pratama, M.Pd)

APPROVAL PAGE II

Sub-Department of Tourism and Creative Economy of East Jakarta

By:

Muhammad Iqbal

20119160022

Diploma III of English Department

Head of Sub-Department of Tourism and Creative Economy of East

Jakarta

Ahmad Ghozali

NIP.196506301998031004

PREFACE

All praise to Allah SWT for the mercy and guidance, I was be able to finish my internship in Sub-Department of Tourism and Creative Economy for two months and was able to complete the report in time. This internship report is required as one of the requirements needed in order to graduate and achieve Diploma III Certificate.

In this occasion I would like to say big thank's for all supports and opinion which I got when Internship report progress, especially I would like to say big thank's to:

- 1. Allah SWT, Allhamdulillahirobilallamin, Blessings and Greetings to Suritauladani Muhammad SAW
- 2. Mr. Yoga Pratama, SS, M.Pd as Counselor of Internship Report who the writer respects because he always guides the writer very well by always giving suggestions and also give a positive spirit to the writers to finish the internship report
- 3. Maam Alia Afiyanti SS, M.Pd. as the Head of English program and also as Academic Counselors who the writer respects and loves because she has contributed a lot to students of the D3 English Department.
- 4. The whole lectures in English Diploma III Faculty of Letter at Darma Persada University, thank you for your kindness, support, and always give me a very useful knowledge.
- 5. My Senior in Unsada Photography Club, Ahmad Raffy and Melisa Yasmine who always help me in any situation.
- 6. My friend Ali Naufal that helped me finished my daily reports
- 7. Mr.Ahmad Ghozali as Head of Sub-Department of Tourism and Creative Economy of East Jakarta, who give an opportunity for me to do my internship at Sub-Department of Tourism and Creative Economy of East Jakarta.

- 8. The whole staff and employees of Sub-Department of Tourism and Creative Economy of East Jakarta for your assistance and guidance in implementing of the internship, also for always give me new experiences and knowledge.
- 9. My parents, who always provide support to the writer morally and materially,

The author realize that in writing this paper is still far from perfection, therefore, the author apologizes for the mistakes in writing this internship report. I hope this Internship Report can be useful for readers as a reference.

Jakarta, July 30, 2022

Muhammad Iqbal

TABLE OF CONTENTS

APPROVAL PAGE I1	
APPROVAL PAGE II2	,
PREFACE3	3
TABLE OF CONTENTS5	,
CHAPTER 11	-
INTRODUCTION	2
1.1 Background	
1.2 Objective of Internship	
1.3 Procedure of Internship	. 3
1.4 Place and Time of the Internship	.4
1.5 Writing Organization	.5
CHAPTER 2	.6
INSTITUTION GENERAL REVIEW	.6
2.1 History of Department of Tourism and Creative Economy	.6
2.2 Vision and Mission of Department of Tourism and Creative Economy	.8
2.3 Legal Basis Department of Tourism and Culture of East Jakarta	.8
2.4 Position, Task and Function of Sub-Department of Tourism and Creative Economy East Jakarta	
2.5 Organization Chart Sub-Department of Tourism and Creative Economy 1	13
CHAPTER 314	4
INTERNSHIP ACTIVITIES	14
3.1 Internship Report1	14
3.2 Job Description	14
3.3 Internship Activity	15

CHAPTER 4	23
PARTICULAR POINTS	23
4.2 Obstacle	23
CHAPTER 5	25
CLOSING	25
5.1 Suggestion	26
REFERENCE	28
APPENDIX	33
Appendix 1. Certificate	33
Appendix 2. Internship Application Letter	34
Appendix 3. Attendance	35
Appendix 4. Documentation	38
Appendix 5. Final Score of Internship	39

LIST OF FIGURE

Figure 1 : Picture 2.1	 	6
Figure 2 : Picture 3.1		17



List of Table

Table 1 : Table 1.1	4
Table 2 : Table 2.1	13

